

DLZ INDIANA, LLC
2211 East Jefferson Blvd
South Bend, Indiana 46615

Thursday, March 12, 2026

ADDENDUM NO. 3

RE: **Elkhart County Courthouse
Window Replacement**

TO: All Bidders and others to whom Plans and Specifications for the above referenced Project have been issued.

The items included in this Addendum are to become a part of the original Drawings and Project Manual as if included herein. Only these items are to be altered. The remainder of the original Drawings and Project Manual remain valid in their entirety.

CERTIFIED BY:



Zachary J. Flagle
Zachary J. Flagle, AIA
Registered Architect
State of Indiana No. 11900204

SUMMARY:

- Site visits to the Elkhart County Courthouse shall be coordinated with Joe Leichtman, Director of Buildings and Grounds for Elkhart County Government (phone: 574-320-7605).
- Some rooms have an existing lay-in grid ceiling that intersects the window opening. Ceiling system to remain; Contractor may temporarily remove ceiling tiles to accommodate work.
- All windows with half-round top sash (marked as W16 and W20 on the Drawings): Half-round sash to be removed from existing frame, regardless of glazing type (or infilled with wood / louver). Those currently with stained glass (marked W16 on the drawings) will have the stained glass refurbished. Those currently without stained glass (marked W20 on the drawings) will have new stained glass assembly fabricated and inserted into frame. Allowance 2 is increased to \$155,000 to accommodate this additional work.
- Contractor has the option to remove the half-round sashes before mobilizing on site or when removing the window unit as a whole. Installation of refurbished half-round sashes may occur after the date of Substantial Completion without incurring Liquidated Damages.
- All new glazing is to be tempered.
- New windows will NOT have screens.
- Sash locks on existing windows to be removed and returned to Owner. New windows will come with manufacturer’s required type and quantity of sash locks.
- All lift handles still remaining on existing windows to be removed and salvaged. Owner has previously removed and salvaged some handles. Contractor to install lift handles on all new windows. 61 windows will receive salvaged hardware (Owner to specify which), Owner will provide new hardware for Contractor to install on the remainder.
- Contractor is responsible for providing dumpsters and disposing of material.
- The Elkhart County Landfill has confirmed that they will accept disposal of the existing windows, regardless of whether the paint is lead-based or not.
- Contractor to remove window treatments at 90 windows. Contractor will either reinstall the salvaged unit or install an Owner-provided unit at these 90 locations.

PROJECT MANUAL:

<u>Section</u>	<u>Article</u>	<u>Action</u>
General Conditions	SP-1, 3.	Date of Substantial Completion remains at March 1, 2027, or 120 days after mobilization on site, whichever occurs first. Clarification: this applies to complete installation of the new window assemblies. Installation of refurbished half-round window sashes may occur after the date of Substantial Completion without incurring Liquidated Damages.
01 31 19		Replace section in its entirety – header amended. Content of specification section unchanged.
01 33 00		
01 33 00A		
01 33 26		
01 42 00		
01 60 00		
01 78 36		

01 78 39

01 21 00 3.3, B. **Change:** Amount equal to a lump sum amount of One-Hundred Fifty-Five Thousand Dollars (\$155,000).

01 21 00 3.3, B., 1., a. **Revise** to read: Removal of half-round wood sashes from existing wood window system at windows marked W16 and W20 on the drawings.

01 21 00 3.3, B., 2. **Change:** b. For windows designated W16 in the Drawings: Repair of stained-glass window systems and wood sashes. **Add:** d. For windows designated W20 in the Drawings: Replacement of clear glass and louver/infill with new stained glass system to match existing color, texture, pattern, and structure. Repair wood sashes.

01 50 00 3.2, C. **Clarification:** as noted, Contractor is responsible for providing dumpsters. Location to be coordinated with Owner.

01 50 00 3.3, C. **Add:** 1. Contractor will be required to maintain public access to the Courthouse via the east entrance for the duration of construction. Overhead protection to be provided when work is occurring in this area.

02 41 19 1.8, D. **Add:** 2. A representative from the Elkhart County Landfill has stated that the existing window assemblies that are removed as part of this project may be disposed of at their landfill, regardless of the characteristics of the paint on the frames. Based on this information, no special conditions or separate dumpster required.

08 01 52.61 1.5, A., 2. **Revise** to read: Contractor to evaluate present condition of each frame and determine if early removal of half-round sashes will compromise structural integrity. Depending on the findings, Contractor may remove the half-round sashes either at the beginning of Construction or when the frame is removed as a whole. Tag with opening-identification numbers. Document condition of each unit.

08 01 52.61 1.5, A., 3. **Revise** to read: If half-round sashes are removed early, install temporary protection and security at resulting openings in existing window systems.

08 01 52.61 1.5, A., 10. **Add:** (for windows designated W16)

08 01 52.61 1.5, A. **Add:**

		11. New Stained-Glass Sequence (for windows designated W20) a. Create new stained glass system using stained glass, lead comes, and other system components closely matching existing and in the same pattern.
08 01 52.61	3.1, A., 2.	Delete this line (Kokomo Opalescent Glass Co, Inc. is an accredited supplier of stained glass, NOT an accredited fabricator of stained glass systems).
08 52 13.03	1.3, A., 3. 1.3, I.	Delete this reference. Delete this reference. Clarification: Windows shall NOT have screens.
08 52 13.03	2.1, A.	Clarification: The manufacturer and model listed serves as the basis of design. The other manufacturers listed below are also acceptable manufacturers, given that the proposed model meets the requirements set forth in the specification. Furthermore, other manufacturer/models will be considered with a Substitution Request that illustrates the proposed model meets the requirements set forth in the specification.
08 52 13.03	2.2	Add: All wood that is exposed to view shall be C Select grade pine.
08 52 13.03	2.4, A.	Clarification: ALL glass to be tempered. The outer lite shall be 1/4" thick, the interior lite is permitted to be a minimum of 1/8" thick.
08 52 13.03	2.5, A., 1.	Replace with: New windows shall NOT be provided with lift handles. (refer to Keynote 020804 on Drawings for scope of work regarding handles)
08 52 13.03	2.5, A., 2.	Replace with: Manufacturer to provide appropriate sash lock style and quantity for window size. Architect to select from manufacturer's full range of finishes.

DRAWINGS:

Keynote 020804	Replace with: Existing handle hardware, where present, to be removed and salvaged. Owner has previously removed lift handles from a select number of windows. Contractor will install handle hardware on all new windows. Sixty-one (61) windows will receive salvaged handles, Owner will provide new handles for Contractor to install on the remainder. Owner will indicate which windows are to receive salvaged handles, and which receive new.
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Keynote 020806

Replace with: Existing locking hardware to be removed and returned to Owner. All new windows will have new locking mechanisms by window manufacturer.

A2.0, A2.1, A2.2, A2.3 General Note N.
A3.1, A5.1, A5.2, A5.3, A5.4 General Note O.

Clarification:

Ninety (90) window treatments are to be removed and reinstalled by Contractor. At some of these locations, Owner may provide a new window treatment to install in lieu of the removed one.

Owner will remove window treatments at all other openings and discard before Contractor mobilizes on site.

ATTACHMENTS:

- Pre-Bid Meeting Minutes
- 01 21 00
- 01 31 19
- 01 33 00
- 01 33 00A
- 01 33 26
- 01 42 00
- 01 50 00
- 01 60 00
- 01 78 36
- 01 78 39
- 02 41 19
- 08 01 52.61
- 08 52 13.03
- Sheets A2.1, A3.1, A5.1, A5.2, A5.3, A5.4

END OF ADDENDUM No. 3



Pre-Bid Conference Meeting Memorandum

Meeting Date:	3/6/2026	Date:	3/10/2026
Client:	Historic Elkhart County Courthouse	Written by:	Zachary J. Flagle, AIA
Project:	Window Replacement		
Project #:	2561-4071-50		
Location of Meeting:	101 N Main St # 205, Goshen, IN 46526		
Purpose of Meeting:	Pre-Bid Meeting		

Attended By:

See sign in sheet attached.

Discussion:

I. INTRODUCTION

- A. Thank you and introductions were stated.
- B. Sign-in Sheet was distributed. See attached.
- C. Statement of Purpose was read as follows:

“The purpose of this non-mandatory Pre-Bid Conference is to afford prospective bidders an opportunity to raise questions pertaining to the Bidding and Contract Documents and for the OWNER representative to clarify those points. In addition, other features of the Project may be brought to the attention of prospective bidders.”

“The Bidding and Contract Documents stand as issued. Nothing discussed or distributed during this Pre-Bid Conference will be construed to have changed the intent of the Bidding and Contract Documents. Any potential modification, which may be discussed during this Pre-Bid Conference, will not become official until issued in an Addendum.”

II. BIDDING AND CONTRACT REQUIREMENT

- A. Project Summary: Removal of existing wood-framed windows and installation of new aluminum-clad wood-framed windows. This project includes reinstallation of salvaged and repaired stained glass windows and modification of interior trim as required.
- B. Bids are being solicited for the Historic Elkhart County Courthouse - Window Replacement
- C. All bid documents may be obtained:
 - 1. www.elkhartcounty.com



2. ARC PlanRoom.
 3. The Builders Exchange, Inc.
 4. Viewed at Elkhart County Buildings and Grounds, 1905 Reliance Rd., Goshen, IN 46526
- D. Project includes a general construction contingency allowance within the Base Bid:
1. Allowance No. 1: General Contingency Allowance of \$80,000 to be used at discretion of the Owner and Architect. Contractor shall include in their Base Bid amount.
 2. Allowance No. 2: Stained Glass and Sash Restoration of \$95,000.00 to be used at discretion of the Owner and Architect. Contractor shall include in their Base Bid amount.
- E. 10% Bid Bond is required.
- F. E-Verify and Non-Investment in Iran Affidavit forms are required.
- G. Bids shall be submitted, in person, prior to the prescribed deadline.
- H. Bids Due Date/Time:
1. Bids are **due prior to Monday, March 23, 2026, at 8:50 am at the Elkhart County Commissioner's Office**, located at the County Administration Building (117 N. 2nd St., Goshen, IN 46526).
 - a. Administrative Office hours: Monday 8am - 5pm
Tuesday -Friday 8am - 4pm
 2. Sealed Bids will thereafter be publicly opened and read aloud on Monday, March 23, 2026, at 9:00 am during the Elkhart County Board of Commissioners Meeting held at the County Administration Building.
- I. All questions should be addressed to DLZ Indiana, LLC.
1. Zachary Flagle zflagle@dlz.com 574-236-4400
 2. Taylor Mathewson tmathewson@dlz.com 574-236-4400
 3. No oral, telephonic, or email instructions or information shall be binding on the Owner, Architect, or bidder unless confirmed by an addendum.
 4. Any questions requiring clarification, addition, or alteration to the bid documents will be addressed via Addenda
 5. All addenda issued prior to conclusion of bidding shall become a part of the bidding documents.
- J. This project is fully funded by the Owner.
- K. Successful Contractor(s) will enter into a contract with Elkhart County, Indiana, acting through its Board of County Commissioners. Contract will be the Owner's standard Contract, as provided



in the Project Manual.

1. Successful Contractor(s) shall coordinate work with other contractor(s), suppliers, and the Owner.

III. PROJECT ITEMS

- A. Major Project Component Overview for the project was discussed.
- B. Base Bid: All work associated with the project., including Allowances.
- C. Work Restrictions:
 1. Work may be performed Monday through Saturday between 6:00 am and 6:00 pm.
 2. Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner in advance.
 3. Building is and will remain occupied. The Owner will relocate occupants to other locations of the building ahead of construction.
 - Contractor to provide schedule that indicates order of window replacement.
 - Contractor to notify at least one week in advance when specific windows are to be replaced to allow Owner to relocate staff and remove furniture from the immediate vicinity of the windows.
 - Beginning May 1, 2026, the building will be open to the public from 8:00 am through 5:00 pm.
 - Limit disruption to the judges chamber in the northwest corner of the lower level.
- D. Contractor(s) are responsible for field verifying all quantities and existing conditions.

IV. PROJECT SCHEDULE

Anticipated Schedule	
Bids Due	March 23, 2026
Bid Award (anticipated)	March 30, 2026
Additional tenant occupancy (anticipated)	May 1, 2026
Substantial Completion and Project Closeout	March 1, 2027

- A. DLZ and the Owner aim to be as flexible as reasonably possible to accommodate potential schedule issues. Critical milestones and completion dates can be discussed.

- B. Once Contractor mobilizes on site, Substantial Completion must occur within 120 days, and no later than March 1, 2027.

V. LIQUIDATED DAMAGES

- C. Liquidated damages are applicable to this project. Delays in completion beyond that identified date(s) shall result in liquidated damages levied against the Contractor by Elkhart County. The damage charges shall be \$1,000 per day per item beyond the above stated date and any intermediate completion dates noted in the specifications.

VI. ADDENDUM ITEMS

- A. Addendum 1 was issued February 27.
- B. Addendum 2 was issued March 3.
- C. Addendum 3 will be issued including the Pre-Bid Conference Meeting Minutes for reference only.
 - 1. Questions from today's meeting will be addressed.

VII. QUESTIONS & DISCUSSION

- A. All questions shall be submitted in writing to DLZ within seven (7) days prior of the Bid Opening. (March 16, 2026).
- B. All Product Substitution Requests (using the Contractor's Substitution Request Form) shall be submitted in writing to DLZ seven (7) days prior to Bid Opening, (March 16, 2026).
- C. Questions noted:

Q: Is there Lead paint in the existing windows and who is handling testing and removal?

A: It cannot be confirmed at this time if the exterior paint on the existing window frames contains lead. Information regarding testing and disposal to be provided via addendum.

Q: Will the new windows be installed with tempered glass?

A: Yes, all glazing to be tempered. Refer to Project Manual section 08 52 13.03 for glazing requirements. Note that the building code requires panes of glass 9 sf or greater to be tempered.

Q: Will there be a designated contractor entrance during construction?

A: Contractor access point, including provision of door access control credentials, will be coordinated with the Owner. The east entrance, which is the ADA accessible entrance to the building, must remain open to the public at all times. Overhead protection to be provided when construction activities are occurring in this area. Contractor must provide temporary fencing around area of work.

Q: Are the existing storm windows on the interior side of the existing exterior windows to be removed?

A: Yes, the Drawings state that they are to be removed and discarded.

Q: How are existing window treatments to be addressed?

A: General notes in the Drawings state that all existing window treatments are to be removed and reinstalled. However, the Owner stated that some window treatments shall be discarded. Additional information to be provided via Addendum that indicates which are to be reinstalled and which are to be discarded.

Q: Will louvers and condensate piping at existing windows remain?

A: No. All existing louvers and condensate piping will be removed by the Owner prior to the start of window replacement work. Owner will disconnect fresh air intake ductwork connecting VAV boxes to louvers in windows. All louvers will be disconnected from exhaust fans by Owner. New windows will not have any louvers or penetrations. Refer to Project Manual section 02 51 19 “Selective Demolition,” section 1.8, B.

Q: Who is responsible for removing hardware and handles?

A: Per the Drawings and Project Manual, Contractor is responsible for removing locking mechanisms and lift handles from existing windows and reinstalling on new windows. However, upon further discussion, it is understood that the existing locking mechanisms cannot be installed on the new windows. Therefore, existing locking mechanisms shall be removed from the existing windows and returned to the Owner.

It was noted that some windows do not have lift handles. Many of the removed handles are stored within the building. Additional information to be provided via addendum regarding how the lift handles will be addressed.

Q: Proper procedure regarding removal of stained glass sash from existing window frame?

A: Contractors expressed hesitancy in removing sash with stained glass from existing window frame, stating that it might compromise the integrity of the frame as a whole. The preference is to remove the stained glass sashes along with the rest of the frame, when the new window is there to install. It is understood that this will delay the time frame for stained glass window restoration, potentially pushing this work past the date of Substantial Completion. Clarification shall be provided that states the date of Substantial Completion applies to complete installation of the new window assembly; installation of the refurbished stained glass sash may occur after the Substantial Completion date.



The foregoing constitutes our understanding of matters discussed and conclusions reached. Please review these items and advise the undersigned, in writing and within five (5) business days of any errors or omissions.

Attachments

CC:
Those in attendance

DLZ Representative

Zachary J. Flagle, AIA
Project Manager

PRE-BID MEETING ATTENDANCE

Name	Initials	Organization	Email	Phone Number
Joseph Leichtman		Elkhart County Government	JLeichtman@elkhartcounty.com	(574) 320-7605
Zak Flagle		DLZ Indiana, LLC	zflagle@dlz.com	(574) 236-4400
Taylor Mathewson		DLZ Indiana, LLC	tmathewson@dlz.com	(574) 236-4400
Sean Denison LANDS SKAGGS		Ziolkowski Construction	sdenison@zbuild.com	574-287-1811
Brian Holloman		Leatherman Supply	leatherman@supply.com	574-574-4207
SCOTT EVANS		Schrock Commercial	brianh@schrockcommercial.com	574 533 1148
TERRY FACKLER		LEATHERMAN Supply	SCOTT@LEATHERMANSupply.com	248-709-5855
Kayla Pittman		JT Contracting	terry@JTContractingLLC.com	260-504-6568
DAN KOVAS		Midwest Replacement Windows	midwestreplacementwindows@gmail.com	574-952-6145
JOSH ANDREWS		G2 Architectural Products	DAN@G2ARC.com	574-904-8278
Chris Crothers		S.E.L. Specialty Contracting	jandrews@selcontracting.com	315-750-9658
Stephen P. Kromkowski, AIA		R. Yoder Construction	CCrothers@ryoderconstruction.com	574-309-0900
Andy Kostielney		DLZ Indiana LLC		574.514.8238
Jeff Taylor		DLZ Indiana LLC		574.220.9751
		Elkhart County		574.534.3541

<u>Name</u>	<u>Company</u>	<u>email</u>
LANDIS SCARFF	LEATHERMAN SUPPLY	landis@leathermanSupply.com
Tom LAW	TL Roofing + Siding	TLRoofingandsiding@gmail.com
SCOTT EVANS	LEATHERMAN SUPPLY	SCOTTE@LEATHERMANSUPPLY.com
JAV ROHREK	TEAM CONSTRUCTION	jrohrek@teamconstruction.com
Tavis Amundson	Quality Windows & Doors	tavis@gwdobarn.com
Chris Crothers	R. Toder Construction	ccrothers@ryoderconstruction.com
Petar Acorn	Black Berry Systems	petar@blackberrysystems.com
Alex Mast	Horizon Windows + Doors	alex@horizonwindowsanddoors.com
Mark Hinton	Slatile	MarkH@slatilo.com
Chris Schlabaeh	Rubber Patios	chris@rubberpatios.com

SECTION 01 21 00 - ALLOWANCES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements governing allowances.
 - 1. Selected materials and equipment are specified in the Contract Documents by allowance. This allowance includes installation. The allowance has been established in lieu of additional requirements and to repair of actual materials and equipment to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.
 - 2. The Architect shall provide the Contractor with a written description prior to the use of the allowance.
 - 3. The Contractor shall not use the allowance without written instruction by the Architect and approved by the Owner.

1.3 DEFINITIONS

- A. Allowance: A quantity of work or dollar amount included in the Contract, established in lieu of additional requirements, used to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.

1.4 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection, or purchase and delivery, of each product or system described by an allowance must be completed by the Owner to avoid delaying the Work.
- B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by Architect from the designated supplier.

1.5 ACTION SUBMITTALS

- A. Submit proposals for purchase of products or systems included in allowances in the form specified for Change Orders.

1.6 COORDINATION

- A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.7 ALLOWANCES

- A. Use the allowance only as directed by Architect for Owner's purposes and only by Allowance Adjustments that indicate amounts to be charged to the allowance.
 - 1. Upon acceptance of the Proposal Request, an Allowance Adjustment will be issued for execution by the Owner and Contractor.
 - 2. Allowance Adjustments shall increase or decrease allowance amounts.
 - 3. Allowance Adjustments shall not change the Contract amount.
 - 4. Contractor shall include in Base Bid amount all costs associated bonds, shipping, delivery and unloading costs, small tools, overhead and profit for work performed by Contractor's own forces for items that utilize Allowances Funds. These items are not permitted as an allowance cost within Allowance Adjustment.
 - 5. Work items associated with an Allowance Adjustment and performed by subcontractors cost of subcontractors' material and labor amount may be increased by five (5%) percent.
 - 6. Contractor shall include each Allowance on the Schedule of Values.
 - a. Upon approval of Allowance Adjustment(s), Contractor to update Schedule of Values and Application for Payment to record each Allowance Adjustment as a separate line item.
- B. At Project closeout, credit unused amounts remaining in the allowances to Owner by Change Order.

1.8 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Proposal Request based on the work.
 - 1. Prepare explanation and documentation of all material and labor.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

- A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1: General Contingency Allowance.
Amount equal to a lump sum amount of Sixty-Five Thousand dollars (\$65,000.00), to be included within the Base Bid, to be used at the discretion of the Owner and Architect for work not included within this Project's Scope of Work.

- B. Allowance No. 2: Stained Glass and Sash Restoration Allowance.
Amount equal to a lump sum amount of One Hundred Fifty-Five Thousand dollars (\$155,000.00), to be included within the Base Bid, to be used at the discretion of the Owner and Architect for work not included within this Project's Scope of Work.

1. Included in the Project's Scope of Work:

- a. Removal of half-round wood sashes from existing wood window system at windows marked W16 and W20 on the drawings.
- b. Documentation of existing condition.
- c. Numbering of each unit.
- d. Installation of restored half-round sashes in the same openings that they were removed from, as shown on drawings.

2. Work to be covered by this Allowance:

- a. ~~Packaging and shipment of half-round sashes~~
- b. For windows designated W16 in the drawings: Repair of stained-glass window systems and wood sashes.
- c. ~~Return shipment of repaired units~~
- d. For windows designated W20 in the Drawings: Replacement of clear glass and louver/infill with new stained glass system to match existing color, texture, pattern, and structure.

Elkhart County Courthouse
Window Replacement

DLZ Project: 2561-4071-50

END OF SECTION 01 21 00

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SECTION 01 31 19 – PROJECT MEETINGS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for project meetings, including, but not limited to, the following:
 - 1. Preconstruction conferences.
 - 2. Progress meetings.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Section 01 31 00 "Project Management and Coordination" for procedures for coordinating project meetings with other construction activities.
 - 2. Section 01 33 00 "Submittal Procedures" for submitting the Contractor's Construction Schedule.

1.3 PRECONSTRUCTION CONFERENCE

- A. Schedule a preconstruction conference before starting construction, at a time convenient to the Owner and the Architect, but no later than 15 days after execution of the Agreement. Hold the conference at the Project Site or another convenient location. Conduct the meeting to review responsibilities and personnel assignments.
- B. Attendees: Authorized representatives of the Owner, Architect, and Engineer(s); the Contractor and its superintendent; major subcontractors; manufacturers; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with the Project and authorized to conclude matters relating to the Work.
- C. Agenda: Discuss items of significance that could affect progress, including the following:
 - 1. Tentative construction schedule.
 - 2. Critical work sequencing.
 - 3. Designation of responsible personnel.
 - 4. Procedures for processing field decisions and Change Orders.
 - 5. Procedures for processing Applications for Payment.

6. Distribution of Contract Documents.
7. Submittal of Shop Drawings, Product Data, and Samples.
8. Preparation of record documents.
9. Use of the premises.
10. Parking availability.
11. Storage areas.
12. Equipment deliveries and priorities.
13. Safety procedures.
14. First aid.
15. Security.
16. Housekeeping.
17. Working hours.

1.4 PROGRESS MEETINGS

- A. Conduct progress meetings at the Project Site at regular intervals. Notify the Owner and the Architect of scheduled meeting dates. Coordinate dates of meetings with preparation of the payment request and review of draft payment applications.
 1. Progress meetings shall be had at two-week intervals, beginning at the mobilization on-site.
- B. Attendees: In addition to representatives of the Owner and the Architect, each subcontractor, supplier, or other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with the Project and authorized to conclude matters relating to the Work.
- C. Agenda: Review and correct or approve minutes of the previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to the status of the Project.
 1. Contractor's Construction Schedule: Review progress since the last meeting. Determine where each activity is in relation to the Contractor's Construction Schedule, whether on time or ahead or behind schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 2. Review the present and future needs of each entity present, including the following:
 - a. Interface requirements.
 - b. Time.
 - c. Sequences.
 - d. Status of submittals.
 - e. Deliveries.
 - f. Off-site fabrication problems.
 - g. Access.
 - h. Site utilization.
 - i. Temporary facilities and services.

- j. Hours of work.
 - k. Hazards and risks.
 - l. Housekeeping.
 - m. Quality and work standards.
 - n. Change Orders.
 - o. Documentation of information for payment requests.
- E. Schedule Updating: The Contractor shall revise the Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue the revised schedule concurrently with the report of each meeting.
- 1. The construction schedule shall be updated monthly to reflect actual construction progress. Schedule shall be presented at Construction Progress meeting.
 - 2. Contractor shall prepare a two-week 'look ahead' schedule at each Construction Progress meeting. Schedule shall provide anticipated activities, including specific areas of work, activities that may impact Owner's operations; Owner shall review and comment on anticipated activities; Contractor shall adjust schedule of activities accordingly at no additional cost to the contract or change in overall completion date of project.

1.5 PREINSTALLATION CONFERENCES:

- A. Conduct a pre-installation conference at Project site before each construction activity that requires coordination with other construction.
- B. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
- C. REPORTING:
 - 1. Contractor shall record significant conference discussions, agreements, and disagreements.
 - 2. Do not proceed with installation if the conference cannot be successfully concluded.
 - 3. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 31 19

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SECTION 01 33 00 – SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for submittal of Shop Drawings, Product Data, Samples, Construction Schedule and other miscellaneous quality-control submittals.
 - 1. All submittals are to be provided to the Architect no later than thirty (30) days after award of contract.
- B. Shop Drawings include, but are not limited to, the following:
 - 1. Fabrication drawings.
 - 2. Installation drawings.
 - 3. Schedules.
 - a. Standard information prepared without specific reference to the Project is not considered Shop Drawings.
- C. Product Data include, but are not limited to, the following:
 - 1. Manufacturer's product specifications.
 - 2. Manufacturer's installation instructions.
 - 3. Catalog cuts.
 - 4. Standard product operating and maintenance manuals.
- D. Quality-control submittals include, but are not limited to, the following:
 - 1. Design data.
 - 2. Certifications.
 - 3. Manufacturer's instructions.
 - 4. Manufacturer's field reports.
- E. Administrative Submittals: Refer to other Division 01 Sections and other Contract Documents for requirements for administrative submittals. Such submittals include, but are not limited to, the following:
 - 1. Permits.

2. Applications for Payment.
 3. Performance and Payment Bonds.
 4. Insurance Certificates.
 5. Listing of Subcontractors.
- F. Related Sections: The following Sections contain requirements that relate to this Section:
1. Section 01 77 00 "Closeout Procedures" specifies requirements for submittal of Project Record Documents, including copies of final Shop Drawings, at project closeout.

1.3 DEFINITIONS

- A. Coordination Drawings show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or to function as intended.
1. Preparation of Coordination Drawings is specified in Section 01 31 00 "Project Management and Coordination" and may include components previously shown in detail on Shop Drawings or Product Data.

1.4 SUBMITTAL PROCEDURES

- A. Coordination: Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal sufficiently in advance of performance of related construction activities to avoid delays.
1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals and related activities that require sequential activity.
 2. Coordinate transmittal of different types of submittals for related elements of the Work so processing will not be delayed by the need to review submittals concurrently for coordination.
 - a. Final approval will not occur until listed related submittals are received.
 3. Processing: Allow two weeks for Architect's review time so that installation will not be delayed as a result of the time required to process submittals.
 - a. Allow no less than two weeks for initial review.
 - b. If an intermediate submittal is necessary, process the same as the initial submittal.
 - c. Allow not less than two weeks for reprocessing each submittal.
 - d. No extension of Contract time will be authorized because of failure to transmit submittals to the Architect sufficiently in advance of the Work to permit processing.

4. Schedule: All submittals shall be forwarded to the Architect for review no later than thirty (30) days after Award of Contract.
 5. Submittals and shop drawings must be procured in order to meet the schedule requirements and substantial completion.
- B. Submittal Preparation: Except as indicated below for Product Data and Shop Drawings, place a permanent label on each submittal for identification. Indicate the name of the entity that prepared each submittal on the label. Apply permanent adhesive label.
1. Provide a space approximately 4" x 5" beside the title block on Shop Drawings to record the Contractor's review and markings for the action taken.
 2. Provide a space approximately 4" x 5" beside the title block on Shop Drawings to record the Architect's review and markings for the action taken.
 3. Include the following information on the label for processing and recording action taken.
 - a. Project Name and Project Number
 - b. Date.
 - c. Name and address of Architect
 - d. Name and address of Contractor
 - e. Name and address of subcontractor
 - f. Name and address of supplier
 - g. Name of manufacturer
 - h. Number and title of appropriate Specification Section
 - i. Drawing number and detail reference, as appropriate.
 4. Submittals may be produced in an electronic format (.pdf format) and transmitted electronically to Architect for review and action. Hard copies of final documents are required in addition to electronic version within final closeout documents.
- C. Submittal Transmittal: Package each submittal appropriately for transmittal and handling. Transmit each submittal from Contractor to Architect using a transmittal form. Submittals received from sources other than the Contractor will be returned without action.
1. On the transmittal record relevant information and requests for data. In the "Stamp" of Contractor" column on submittal cover sheet record deviations from Contract Document requirements, including minor variations and limitations. Include Contractor's certification that information complies with Contract Document requirements.

1.5 PROPOSED PRODUCT LIST

- A. Within five (5) days of signing the contract submit a completed list of long lead material items and/or equipment.
1. Specification section.
 2. Name of material or equipment.

3. Anticipated shop drawings submittal date.
4. Fabrication duration (weeks).
5. Anticipated delivery date.
6. Manufacturer's name.
7. Manufacturer's address.
8. Manufacturer's phone numbers.

1.6 SCHEDULE

- A. Provide complete shop drawings, product data, and samples as required per technical specification section within ten (10) days upon receipt of Notice to Proceed.

1.7 SHOP DRAWINGS

- A. Submit newly prepared information, drawn to accurate scale. Highlight, encircle, or otherwise indicate deviations from the Contract Documents. Do not reproduce Contract Documents or copy standard information as the basis of Shop Drawings without the Architect's permission. Standard information prepared without specific reference to the Project is not considered Shop Drawings.
 1. Contractor may obtain from the Architect the electronic base drawing's that were developed for the Contract Documents. Contractor remains responsible for preparation review and issuance of required shop drawings. Contract must properly execute forms and payment.
 2. Shop drawings shall be provided in electronic format for review and action.
- B. Shop Drawings include fabrication and installation drawings, setting diagrams, schedules, patterns, templates and similar drawings. Include the following information:
 1. Dimensions
 2. Identification of products and materials included
 3. Compliance with specified standards
 4. Notation of coordination requirements
 5. Notation of dimensions established by field measurement
 6. Sheet Size: Except for templates, patterns and similar full-size drawings, submit Shop Drawings on sheets at least 8 1/2" x 11", multiples of 8 1/2" x 11" when folded, but no larger than drawings of the Contract Documents.
 7. Distribution: Furnish copies of approved submittal to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.
 - a. Do not use Shop Drawings without an appropriate stamp indicating action taken in connection with construction.
- C. Coordination drawings are special types of Shop Drawings that show the relationship and integration of different construction elements that require careful coordination during fabrication or installation to fit in the space provided or to function as intended.

1. Preparation of coordination drawings may include components previously shown in detail on Shop Drawings or Product Data.
2. Submit coordination Drawings for integration of different construction elements. Show sequence and relationships of separate components to avoid conflicts in use of space.
3. Transmit in same manner as indicated for Shop Drawings.

1.8 PRODUCT DATA

- A. Collect Product Data into a single submittal for each element of construction or system. Product Data includes printed information such as manufacturer's installation instructions, catalog cuts, standard color charts, roughing-in diagrams and templates, standard wiring diagrams and performance curves. Where Product Data must be specifically prepared because standard printed data is not suitable for use, submit as "Shop Drawing".
1. Mark each copy to show applicable choices and options. Where printed Product Data includes information on several products, some of which are not required, mark copies to indicate the applicable information. Include the following information:
 - a. Manufacturer's printed recommendations
 - b. Compliance with recognized trade association standards
 - c. Compliance with recognized testing agency standards
 - d. Application of testing agency labels and seals
 - e. Notation of dimensions verified by field measurements
 - f. Notation of coordination requirements
 2. Do not submit Product Data until compliance with requirements of the Contract Documents has been confirmed.
 3. Preliminary Submittal: Submit a preliminary single-copy of Product Data where selection of options is required.
 4. Minimum of five (5) copies of each shop drawing shall be provided for review and action. One copy shall be retained by the Architect. One copy shall be retained by the Contractor to be incorporated within the Record Documents.
 5. Distribution: Make copies of final submittal and distribute to installers, subcontractors, suppliers, manufacturers, fabricators, and others required for performance of construction activities. Show distribution on transmittal forms.
 - a. Do not proceed with installation until an applicable copy of Product Data is in the installers' possession.
 - b. Do not permit use of unmarked copies of Product Data in connection with construction.
 - c. Make copies of shop drawings and Product Data for the Operation and Maintenance Manuals and Record Documents.

1.9 MANUFACTURER'S CERTIFICATES

- A. When specified in individual Specification Sections, submit manufacturer's certificate to Architect/Engineer for review, in quantities specified for product data.
- B. Indicate material or product conforms to or exceeds specified requirements. Submit supporting reference data, affidavits, and certifications as appropriate.
- C. Certificates may be recent or previous test results on material or product but must be acceptable to Architect/Engineer.

1.10 RECORD SHOP DRAWINGS

- A. A set of all record shop drawings will be kept by the Contractor for the Owner. After project completion, the Contractor will turn over a complete set over to the Owner as part of the Record Document submittal.

1.11 SCHEDULE OF VALUES

- A. Submit a detailed schedule of values separating labor and material for all individual items within (10) days of signing a contract.

1.12 CONSTRUCTION SCHEDULE

- A. General:
 - 1. In order to assure completion of the Work within the time stipulated, all activities of the Contractor will be scheduled and monitored by use of the critical path method, utilizing both activity diagram and computer printout.
 - 2. The schedule, including the printout and arrow diagram shall be prepared by an expert having substantial experience in critical path scheduling.
 - 3. The Contractor shall submit 3 copies of the schedule for approval at least 20 days prior to submitting first application for a progress payment but not later than 30 days after the date of execution of Agreement.
 - 4. The schedule shall be detailed in nature and shall include the calendar dates of start and completion of each task on the critical path as well as dates and float times of tasks not on the critical path and of tie-ins to existing facilities, if any. The critical path diagram shall show all activities in detail, and the computer printout shall include for each activity its number, description, duration, early start, early finish, late start, late finish, and float time. Both the initial and subsequent submissions shall be time scaled.
 - 5. In the preparation of the schedule, the Contractor shall take into consideration Shop Drawing submittal and approval time, the delivery times of equipment and materials, Subcontractors' work, availability and abilities of workmen, weather conditions, and restrictions in operations at the Work site, and all other items that

may affect completion of the Work within the time requirements of the Contract Documents.

6. If the schedule as submitted by the Contractor is not sufficiently detailed, contains errors, or is unrealistic, it will be rejected in writing, and the Contractor shall submit an appropriately revised schedule within 7 days of the date of the notice of rejection. The procedure will be repeated as often as may be necessary until the schedule is found acceptable and approved by the Engineer.
7. Pending approval of the construction schedule, no progress payment will be made, except in such amounts as may be approved by the Engineer for materials received at the Project site as provided in the General Conditions.

1.13 PROGRESS REPORTS

- A. At each progress meeting, the Contractor shall present a report of operations during the preceding period, including actual starting and ending dates on activities shown on the critical path diagram. Where such starting or ending dates were delayed beyond those required by the critical path schedule, the Contractor shall describe the action he is taking to regain lost time, and state the anticipated completion dates of subsequent activities affected by the delayed items. Contractor shall also point out known or anticipated delays on continuing activities and outline the action he is taking to regain lost time or avoid future delay. On the basis of the reports presented, the Contractor shall develop a current computer printout of the critical path schedule, and shall furnish copies to the Architect at each progress meeting.
- B. Construction Reports
 1. Daily construction report will be prepared by the Contractor recording the following information concerning events at the site.
 - a. List of subcontractors at the site
 - b. Approximate count of personnel at the site
 - c. High and low temperatures, general weather condition.
 - d. Accidents and unusual events
 - e. Meetings and significant decisions
 - f. Stoppages, delays, shortages, losses
 - g. Orders and requests of governing authorities
 - h. Services connected, disconnected
 - i. Equipment or system tests and start-ups
 - j. Partial Completions, occupancies
 - k. Material tests taken.
 2. Reports will be made available upon Architects request.

1.14 ARCHITECT'S ACTION

- A. Except for submittals for record, information or similar purposes, where action and return is required, the Engineer will review each submittal, mark to indicate action

taken, and return within a minimum of two weeks. Record reviews may require longer time due to multi-disciplinary review.

1. Compliance with the Contract Documents is the Contractor's responsibility. Engineer will review shop drawings solely for general conformance with design concept, and not for the purpose of reviewing or approving their accuracy, completeness, dimensions or quantities, constructability, performance, compatibility with other construction components, or their compliance with the requirements of the Contract Documents, such as Buy America requirements, all of which remain the responsibility of the Contractor. Engineer's review also is not for the purpose of reviewing or approving the Contractor's safety precautions or construction means, methods, techniques, sequences or procedures.
- B. Action Stamp: The Engineer will stamp each submittal with a uniform, action stamp. The Engineer will mark the stamp appropriately to indicate the action taken, as follows:
1. Approved for General Conformance with Design Concept: When the Engineer marks a submittal "Approved for General Conformance with Design Concept," the Work covered by the submittal may proceed provided it complies with requirements of the Contract Documents.
 2. Approved, As Noted, for General Conformance with Design Concept: When the Engineer marks a submittal "Approved, As Noted, for General Conformance with Design Concept," the Work covered by the submittal may proceed provided it complies with notations or corrections on the submittal and requirements of the Contract Documents.
 3. Revise and Resubmit: When the Engineer marks a submittal "Revise and Resubmit," do not proceed with Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Revise or prepare a new submittal according to the notations; resubmit without delay.
 - a. Do not use, or allow others to use, submittals marked "Revise and Resubmit" at the Project Site or elsewhere where Work is in progress.
 4. Rejected: When the Engineer marks a submittal "Rejected" do not proceed with Work covered by the submittal, including purchasing, fabrication, delivery, or other activity. Prepare a new submittal according to the notations; resubmit without delay.
 - a. Do not use, or allow others to use, submittals marked "Rejected" at the Project Site or elsewhere where Work is in progress.
 5. Not Subject to Review: Where a submittal is for information or record purposes or special processing or other activity, or otherwise does not require Engineer review and approval, the Engineer will return the submittal marked "Not Subject to Review."
 6. Requires Review and Approval by General Contractor: When a submittal does not indicate that it has been reviewed and approved by the General Contractor, the Engineer will return the submittal marked "Requires Review and Approval by

General Contractor.” Do not proceed with Work covered by the submittal, including purchasing, fabrication, delivery, or other activity.

1.15 SUBCONTRACTOR AND / OR MANUFACTURER LIST

- A. Submit a detailed subcontractor and/or manufacturer list using EXHIBIT '01 33 00A' that has been provided at the end of this section. This list becomes part of the contract proposal and shall be presented within 24 hours after bid opening. Subcontractor purchased material, equipment, and labor shall be under the direct management of the Prime Contractor. If dual listing of manufactures or subcontractors is herein made, it is understood the Architect/Engineer (not the Contractor) will select the manufacturer or subcontractor of his choice.

END OF SECTION 01 33 00

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DIVISION 02 THROUGH 33 SUBCONTRACTORS AND MANUFACTURERS LIST

Project: Elkhart County Courthouse
Window Replacement

NAME OF BIDDER _____ DATE _____

ADDRESS: _____ PHONE _____

BY _____
Printed Signature

The undersigned hereby submits the following Subcontractors and Manufacturers list, which becomes a part of the undersigned Contract proposal. Subcontractor purchased material, equipment, and labor shall be under the direct management of the Prime Contractor. If dual listing of manufacturers or subcontractors is herein made, it is understood the Architect/Engineer (not the Contractor) will select the manufacturer or subcontractor of his choice.

<u>Specification Section</u>	<u>Description</u>	<u>Subcontractor</u>	<u>Manufacturer</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____
6. _____	_____	_____	_____
7. _____	_____	_____	_____
8. _____	_____	_____	_____
9. _____	_____	_____	_____
10. _____	_____	_____	_____
11. _____	_____	_____	_____
12. _____	_____	_____	_____
13. _____	_____	_____	_____
14. _____	_____	_____	_____
15. _____	_____	_____	_____
16. _____	_____	_____	_____
17. _____	_____	_____	_____
18. _____	_____	_____	_____
19. _____	_____	_____	_____
20. _____	_____	_____	_____

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SECTION 01 33 26 – QUALITY CONTROL

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Quality assurance and control of installation.
- B. References.
- C. Field samples.
- D. Inspection services.
- E. Manufacturers' field services and reports.

1.2 RELATED SECTIONS

- A. Section 01 33 00 "Submittal Procedures"

1.3 QUALITY ASSURANCE/CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply fully with manufacturer's instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect/Engineer before proceeding.
- D. Comply with specified standards as a minimum quality for the work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform work by persons qualified to produce workmanship of specified quality.
- F. Secure Products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion or disfigurement.

1.4 REFERENCES

- A. Conform to reference standards current at date of Notice to Proceed.
- B. Obtain copies of standards when required by Contract Documents.

- C. Should specified reference standards conflict with Contract Documents, request clarification for Architect before proceeding.

1.5 FIELD SAMPLES

- A. Install field samples at the site as required by individual specifications sections for review.
- B. Acceptable samples represent a quality level for the Work.
- C. Where field sample is specified in individual sections to be removed, clear area after field sample has been accepted by Architect/Engineer.

1.6 MANUFACTURERS' FIELD SERVICES AND REPORTS

- A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions or surfaces and installation, quality of workmanship, start-up of equipment, test, adjust, and balance of equipment, as applicable, and to initiate instructions when necessary.
- B. Individuals to report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to manufacturers' written instructions.
- C. Submit report within 15 days of observation to the Architect for review.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 33 26

SECTION 01 42 00 - REFERENCES

PART 1 - GENERAL

1.1 DEFINITIONS

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. Indicated: The term indicated refers to graphic representations, notes, or schedules on the drawings or other paragraphs or schedules in the Specifications, and similar requirements in the Contract Documents. Terms such as shown, noted, scheduled, and specified are used to help the reader locate the reference. There is no limitation on location.
- C. Include: The term include, includes, or included means a part of a whole. It is not a finite or all inclusive term and shall not limit the scope of the work. It is an example or partial list only. There may be additional items required elsewhere in the Contract Documents.
- D. Directed: Terms such as directed, requested, authorized, selected, approved, required, and permitted mean directed by the Architect/Engineer, requested by the Architect/Engineer, and similar phrases. However, no implied meaning shall be interpreted to extend the Architect's/Engineer's responsibility into the Contractor's area of construction supervision.
- E. Approved: The term approved, when used in conjunction with the Architect's/Engineer's action on the Contractor's submittals, applications, and requests, is limited to the Architect's/Engineer's duties and responsibilities as stated in the Conditions of the Contract. Such approval shall not release the Contractor from responsibility to fulfill contract requirements, unless otherwise provided in the contract documents.
- F. Regulations: The term regulations refers to laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the work, whether or not lawfully imposed by authorities having jurisdiction.
- G. Furnish: The term furnish means supply and deliver to the project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- H. Install: The term install describes operations at the project site including the actual unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- I. Provide: The term provide means to furnish and install, complete and ready for the intended use.
- J. Installer: An installer is the Contractor or another entity engaged by the Contractor, either as an employee, subcontractor, or contractor of the lower tier, to perform a particular

construction activity, including installation, erection, application, and similar operations. Installers are required to be experienced in the operations they are engaged to perform.

1. The term experienced, when used with the term installer, means having satisfactorily completed not less than five previous projects similar in size and scope to this project, being familiar with the special requirements necessary to successfully complete the work indicated, and having complied with requirements of the authority having jurisdiction.
 2. Trades: Using terms such as carpentry are not intended to imply that certain construction activities must be performed by accredited or union member individuals of a corresponding generic name, such as carpenter. It also does not imply that requirements specified apply exclusively to trades people of the corresponding generic name.
 3. Assigning Specialists: Certain sections of the Specifications require that specific construction activities shall be performed by specialists who are recognized experts in those operations. The specialists must be engaged for those activities, and their assignments are requirements over which the Contractor has no choice or option. However, the ultimate responsibility for fulfilling contract requirements remains with the Contractor.
 - a. This requirement shall not be interpreted to conflict with enforcing building codes and similar regulations governing the work. It is also not intended to interfere with local trade union jurisdictional settlements and similar conventions.
 - K. Project Site: The project site is the space available to the contractor for performing construction activities either exclusively or in conjunction with others performing other work as part of the project. The extent of the project site is shown on the drawings and may or may not be identical with the description of the land on which the project is to be built.
 - L. Testing Agencies: A testing agency is an independent entity engaged to perform specific inspections or tests, either at the project site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.
 - L. Architect: The terms Architect", "Engineer" or Architect/Engineer refers to the Architect for this project.
 - M. Contractor: The terms "Contractor", "Bidder" or "Quoter" refers to the Contractor who is awarded the Project and enters into an Agreement with Owner for said work. Contactor, including Contractor's sub-contractors, suppliers and distributors.
- 1.2 SPECIFICATION FORMAT AND CONTENT EXPLANATION
- A. Specification Format: These Specifications are organized into Divisions and Sections based on the Construction Specifications Institute's 50 Division Format and "Master-format" numbering system.

- B. Specification Content: This Specification uses certain conventions regarding the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations or circumstances. These conventions are explained as follows:
1. Abbreviated Language: Language used in Specifications and other contract documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words which are implied, but not stated, shall be interpolated as the sense requires. Singular words will be interpreted as plural and plural words interpreted as singular where applicable as the context of the contract documents indicate.
 2. Imperative and Streamlined Language is used generally in the Specifications. Requirements expressed in the imperative mood are to be performed by the Contractor. At certain locations in the text, subjective language is used for clarity to describe responsibilities that must be fulfilled indirectly by the Contractor, or by others when so noted.
 - a. The words "shall be" are implied wherever a colon (:) is used within a or phrase.

1.3 INDUSTRY STANDARDS

- A. Applicability of Standards: Except where the contract documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the contract documents to the extent referenced. Such standards are made a part of the contract documents by reference.
- B. Publication Dates: Comply with the standards in effect as of the date of the contract documents.
- C. Conflicting Requirements: Where compliance with two or more standards is specified and where the standards may establish different or conflicting requirements for minimum quantities or quality levels, refer requirements which are different but apparently equal and other uncertainties to the Architect/Engineer for a decision before proceeding.
1. Minimum Quantity or Quality Levels: The quantity of quality level indicated shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of the requirements. Refer uncertainties to the Architect/Engineer for a decision before proceeding.
- D. Copies of Standards: Each entity engaged in construction on the project is required to be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the contract documents.
1. Where copies of standards are needed to perform a required construction activity, the Contractor shall obtain copies directly from the publication source. Maintain one copy of required standards at the project site available for reference by persons who have a reasonable need.

- E. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. Where such acronyms or abbreviations are used in the Specifications or other contract documents, they mean the recognized name of the trade association, standards-generating organization, authority having jurisdiction, or other entity applicable to the context of the Text provision. Refer to the Encyclopedia of Association, published by Gale Research Co., available in most libraries and are on file in the Office of the Architect.

1.4 GOVERNING REGULATIONS AND AUTHORITIES

- A. Indiana State Codes: Current issue with amendments for the work related to Contractor's contract.

1.5 SUBMITTALS

- A. Permits, Licenses, and Certificates: For the Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, and similar documents, correspondence, and records established in conjunction with compliance with standards and regulations bearing upon performance of the work. These items are to be submitted through the Architect.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 42 00

SECTION 01 50 00 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.

1.3 USE CHARGES

- A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities to use temporary services and facilities without cost, including, but not limited to Architect, testing agencies, and authorities having jurisdiction.
- B. Water Service from Existing System: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.
- C. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.4 INFORMATIONAL SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.
- B. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- C. Moisture-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage.
 - 1. Describe delivery, handling, and storage provisions for materials subject to water absorption or water damage.

2. Indicate procedures for discarding water-damaged materials, protocols for mitigating water intrusion into completed Work, and replacing water-damaged Work.
3. Indicate sequencing of work that requires water and describe plans for dealing with water from these operations. Show procedures for verifying that wet construction has dried sufficiently to permit installation of finish materials.

1.5 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

PART 2 - PRODUCTS

2.1 TEMPORARY FACILITIES

- A. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
 1. Store combustible materials apart from building.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
 1. Locate facilities to limit site disturbance.
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 SUPPORT FACILITIES INSTALLATION

- A. Traffic Controls: Comply with requirements of authorities having jurisdiction.
 1. Protect existing site improvements to remain including curbs, pavement, and utilities.
 2. Maintain access for fire-fighting equipment and access to fire hydrants.
 3. Contractor to restore all damaged to site, including lawns and pavement caused by construction activities.
- B. Parking:

1. Public parking is available around the perimeter of the Courthouse. Contractor to coordinate with Owner quantity of spots required and types of vehicles to be parked.
- C. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction.
- D. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
 1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.
 2. Coordinate location of crane and on-loading/off-loading activities with owner.

3.3 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
- B. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- C. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
 1. Contractor will be required to maintain public access to the Courthouse via the east entrance for the duration of construction. Overhead protection to be provided when work is occurring in this area.
- D. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire-prevention program.
 1. Prohibit smoking in construction areas.
 2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
- E. Background Checks: Contractor to confirm with Owner if favorable background checks are required.
- F. Security: comply with security procedures. Variance to requirements must receive prior approval with the Owner and each site security operation.

3.4 MOISTURE AND MOLD CONTROL

- A. Contractor's Moisture-Protection Plan: Avoid trapping water in finished work. Document visible signs of mold that may appear during construction.

- B. Exposed Construction Phase: Before installation of weather barriers, when materials are subject to wetting and exposure and to airborne mold spores, protect as follows:
 - 1. Protect porous materials from water damage.
 - 2. Protect stored and installed material from flowing or standing water.

3.5 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are property of Contractor.
 - 2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 01 77 00 "Closeout Procedures."

END OF SECTION 01 50 00

SECTION 01 60 00 – PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 SECTION INCLUDES

- A. Products.
- B. Transportation and handling.
- C. Storage and protection.
- D. Product options.
- E. Substitutions.

1.2 PRODUCTS

- A. Products: Means new material, machinery, components, equipment, fixtures, and systems forming the Work. Does not include machinery and equipment used for preparation, fabrication, conveying and erection of the Work.
- B. Do not use materials and equipment removed from existing premises, except as specifically permitted by the Contract Documents.
- C. Provide interchangeable components of the same manufacturer, for similar components.

1.3 TRANSPORTATION AND HANDLING

- A. Transport and handle products in accordance with manufacturer's instructions.
- B. Promptly inspect shipments to assure that products comply with requirements, quantities are correct, and products are undamaged.
- C. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage.

1.4 STORAGE AND PROTECTION

- A. Store and protect products in accordance with manufacturer's instructions, with seals and labels intact and legible. Store sensitive products in weather-tight, climate-controlled enclosures.

- B. For exterior storage of fabricated products, place within secured trailer.
- C. Provide ventilation to avoid condensation.
- D. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- E. Arrange storage of products to permit access for inspection. Periodically inspect to assure products are undamaged and are maintained under specified conditions.

1.5 PRODUCT OPTIONS

- A. Products Specified by Reference Standards or by Description Only: Any product meeting those standards or description.
- B. Products Specified by naming one or more Manufacturers: Products of manufacturers named and meeting specifications, no options or substitutions allowed.
- C. Products specified by naming one or more manufacturers with a provision for substitutions: Submit a request for substitution for any manufacturer not named.

1.6 SUBSTITUTIONS

- A. Instructions to Bidders specify time restrictions for submitting requests for substitutions during the bidding period to requirements specified in this Section.
- B. Substitutions may be considered when a product becomes unavailable through no fault of the Contractor.
- C. Document each request with complete data substantiating compliance of proposed Substitution with Contract Documents.
- D. A request constitutes a representation that the bidder:
 - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product.
 - 2. Will provide the same warranty for the substitution as for the specified product.
 - 3. Will coordinate installation and make changes to other Work which may be required for the Work to be complete with no additional cost to the Owner.
 - 4. Waive claims for additional costs or time extension which may subsequently become apparent.
 - 5. Will reimburse Owner for review or redesign services associated with re-approval by authorities.
- E. Substitutions will not be considered when they are indicated or implied on shop drawing or product data submittals, without separate written request, or when acceptance will require revision to the Contract Documents.

Elkhart County Courthouse
Window Replacement

DLZ Project: 2561-4071-50

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 60 00

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SECTION 01 78 36 - WARRANTIES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for warranties required by the Contract Documents, including manufacturers' standard warranties on products and special warranties.
 - 1. Refer to the General Conditions and Supplementary Conditions for terms of the Contractor's period for correction of the Work.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Section 01 77 00 "Closeout Procedures" specifies contract closeout procedures.
 - 2. Divisions 02 through 09 Sections for specific requirements for warranties on products and installations specified to be warranted.
 - 3. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
- C. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties do not relieve the Contractor of the warranty on the Work that incorporates the products. Manufacturer's disclaimers and limitations on product warranties do not relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.

1.3 DEFINITIONS

- A. Standard product warranties are preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to the Owner.

1.4 WARRANTY REQUIREMENTS

- A. Related Damages and Losses: When correcting failed or damaged warranted construction, remove and replace construction that has been damaged as a result of such failure or must be removed and replaced to provide access for correction of warranted construction.

- B. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
- C. Replacement Cost: Upon determination that Work covered by a warranty has failed, replace or rebuild the Work to an acceptable condition complying with requirements of the Contract Documents. The Contractor is responsible for the cost of replacing or rebuilding defective Work regardless of whether the Owner has benefited from use of the Work through a portion of its anticipated useful service life.
- D. Owner's Recourse: Expressed warranties made to the Owner are in addition to implied warranties and shall not limit the duties, obligations, rights, and remedies otherwise available under the law. Expressed warranty periods shall not be interpreted as limitations on the time in which the Owner can enforce such other duties, obligations, rights, or remedies.
 - 1. Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
- E. Where the Contract Documents require a special warranty, or similar commitment on the Work or part of the Work, the Owner reserves the right to refuse to accept the Work, until the Contractor presents evidence that entities required to countersign such commitments are willing to do so.

1.5 SUBMITTALS

- A. Submit written warranties to the Architect prior to the date certified for Substantial Completion. If the Architect's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Architect.
 - 1. When a designated portion of the Work is completed and occupied or used by the Owner, by separate agreement with the Contractor during the construction period, submit properly executed warranties to the Architect within 15 days of completion of that designated portion of the Work.
- B. Contractor and a subcontractor, supplier or manufacturer to execute warranty, prepare a written document that contains appropriate terms and identification, ready for execution by the required parties. Submit a draft to the Owner, through the Architect, for approval prior to final execution.
- C. Prepare a written document ready for execution by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Submit a draft to the Owner, through the Architect, for approval prior to final execution.
 - 1. Refer to Divisions 02 through 09 Sections for specific content requirements and particular requirements for submitting special warranties.
- D. Form of Submittal: At Substantial Completion compile two (2) copies of each required warranty

properly executed by the Contractor, or by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 LIST OF WARRANTIES

- A. Submit a summarized list of all project warranties, including durations of each warranty. Submit list at the time of Substantial Completion.

END OF SECTION 01 78 36

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SECTION 01 78 39 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for Project Record Documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
- B. Related Sections include the following:
 - 1. Section 01 77 00 "Closeout Procedures" for general closeout procedures.
 - 2. Divisions 02 through 33 Sections for specific requirements for Project Record Documents of products in those Sections.

1.3 SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Submit Record Drawings as follows:
 - a. Final Submittal: Submit two (2) set of marked-up Record Drawings to the Architect for review. Architect will transmit one set to the Owner and will retain one set for their records.
- B. Record Specifications: Submit two (2) set of marked-up Record Specifications and Addenda to the Architect for review. Architect will transmit one set to the Owner and will retain one set for their records.
- C. Record Product Data: Submit two copies of each Product Data submittal.
 - 1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in the manual instead of submittal as Record Product Data.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one original set of blue- or black-line white prints of the Contract Drawings and Shop Drawings.
1. Preparation: Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.
 - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
 - b. Accurately record information in an understandable drawing technique.
 - c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Actual equipment locations.
 - d. Changes made by Change Order or Allowance Adjustment.
 - e. Changes made following Architect's written orders.
 - f. Details not on the original Contract Drawings.
 - g. Field records for variable and concealed conditions.
 - h. Record information on the Work that is shown only schematically.
 3. Mark the Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. If Shop Drawings are marked, show cross-reference on the Contract Drawings.
 4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at the same location.
 5. Mark important additional information that was either shown schematically or omitted from original Drawings.
 6. Note Allowance Adjustment numbers, Architects Supplemental Instructions, Proposal Request, Change Order numbers, and similar identification, where applicable.
 7. Where revisions correlate with reference documents, indicate the document name and date issued.

2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Record the name of the manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
5. Note related Change Orders, Allowance Adjustments, Record Drawings, and Product Data where applicable.
6. Where revisions correlate with reference documents, indicate the document name and date issued.

2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.

2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and modifications to Project Record Documents as they occur; do not wait until the end of Project.
- B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architect's reference during normal working hours.

END OF SECTION 01 78 39

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SECTION 02 41 19 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

A. The Work of this Section Includes:

1. Demolition and removal of selected portions of exterior or interior of building.
2. Removal and salvage of existing items for delivery to Owner and removal of existing items for reinstallation.

B. Related Requirements:

1. General Conditions for restrictions on use of the premises, Owner-occupancy requirements, and phasing requirements.

1.2 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Detach items from existing construction, in a manner to prevent damage, and deliver to Owner as indicated.
- C. Remove and Reinstall: Detach items from existing construction, in a manner to prevent damage; prepare for reuse; and reinstall where indicated.
- D. Existing to Remain: Existing items of construction that are not to be removed.

1.3 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.
- B. Historic items, relics, antiques, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, and other items of interest or value to Owner that may be uncovered during demolition remain the property of Owner.
1. Carefully salvage in a manner to prevent damage and promptly return to Owner.

1.4 COORDINATION

- A. Arrange selective demolition schedule so as not to interfere with Owner's operations.

1.5 PREINSTALLATION MEETINGS

- A. Pre-demolition Conference: Conduct conference at **Project site**.
 - 1. Inspect and discuss condition of construction to be selectively demolished.
 - 2. Review and finalize selective demolition schedule and verify availability of demolition personnel, equipment, and facilities needed to make progress and avoid delays.
 - 3. Review areas where existing construction is to remain and requires protection.
 - 4. Review and finalize protection requirements.
 - 5. Review procedures for **noise control and dust control**.
 - 6. Review storage, protection, and accounting for items to be removed for salvage or reinstallation.

1.6 INFORMATIONAL SUBMITTALS

- A. Survey of Conditions at existing openings: Submit survey.
- B. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, **for dust control, and for noise control**. Indicate proposed locations and construction of barriers.
- C. Schedule of Selective Demolition Activities: Indicate the following:
 - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
 - 2. Use of elevator and stairs.
 - 3. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
- D. Warranties: Documentation indicating that existing warranties are still in effect after completion of selective demolition.

1.7 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.

1.8 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
 - 1. Before selective demolition, Owner will remove the following items:
 - a. Furniture adjacent to the opening where work is to occur.

- b. Owner will re-route existing condensation lines that go through select window frames at the Lower Level.
 - c. Owner will remove ductwork serving bathroom exhaust fans at select windows. Owner will provide an alternative method of exhausting the bathrooms that will not require a louver in the new window.
 - d. Owner will disconnect VAV boxes from adjacent louvers at select windows. Ductwork connection will be removed from the existing window. New windows will not require a louver at these locations.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- D. Hazardous Materials may be encountered in the Work:
- 1. The exterior surfaces of the existing wood-framed windows are painted. It is unknown when the coat(s) of paint were applied, and if they contain lead. The Work entails removing the existing wood window frames in their entirety.
 - 2. A representative from the Elkhart County Landfill has stated that the existing window assemblies that are removed as part of this project may be disposed of at their landfill, regardless of the characteristics of the paint on the frames. Based on this information, no special conditions or separate dumpster required.
- E. Historic Areas: Demolition and hauling equipment and other materials to be of sizes that do not impact surfaces within historic spaces, areas, rooms, and openings, including temporary protection.
- F. On-site sale of removed items or materials is not permitted.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI/ASSP A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Review Project Record Documents of existing construction or other existing condition and hazardous material information provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in Project Record Documents.

- B. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs or video and **measured drawings**.
 - 1. Inventory and record the condition of items to be removed for salvage or reinstallation. Photograph or video conditions that might be misconstrued as damage caused by removal.
 - 2. Photograph or video existing conditions of adjoining construction including finish surfaces, that might be misconstrued as damage caused by selective demolition operations or removal of items for salvage or reinstallation.

3.2 PREPARATION

- A. Temporary Protection: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
 - 3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
 - 4. Cover and protect furniture, furnishings, and equipment that have not been removed.
 - 5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Section 01 50 00 "Temporary Facilities and Controls."
- B. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location and reinstalled in their original locations after selective demolition operations are complete.

3.3 UTILITY SERVICES AND BUILDING SYSTEMS

- A. Existing Services/Systems to Remain: Maintain utilities and building systems and equipment to remain and protect against damage during selective demolition operations.
 - 1. Maintain fire-protection facilities in service during selective demolition operations.

3.4 SALVAGE/REINSTALL

- A. Removed and Salvaged Items (to be confirmed by Owner):
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
 - 3. Store items in a secure area until delivery to Owner.

4. Transport items to Owner's storage area **designated by Owner**.
5. Protect items from damage during transport and storage.

B. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

3.5 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
5. Maintain fire watch during and for at least 1 hour after flame-cutting operations.
6. Maintain adequate ventilation when using cutting torches.
7. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.

B. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

1. Do not close or obstruct streets, walks, walkways, or other adjacent occupied or used facilities without permission from Owner and authorities having jurisdiction. Provide alternate routes around closed or obstructed trafficways if required by authorities having jurisdiction.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site **and recycle or dispose of them in accordance with Section 01 74 19 "Construction Waste Management and Disposal."**
 - 1. Do not allow demolished materials to accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
 - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
 - 4. Comply with requirements specified in Section 01 74 19 "Construction Waste Management and Disposal."
- B. Burning: Do not burn demolished materials.

3.7 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.8 SELECTIVE DEMOLITION SCHEDULE

- A. Remove: Wood-framed window systems.
- B. Remove and Reinstall:
 - 1. Stained glass windows and frames from existing wood-framed windows.
 - 2. Sash lift and sash lock hardware.
- C. Existing to Remain:
 - 1. Masonry at openings.
 - 2. Stained wood trim.
- D. Contractor's option:
 - 1. Balance pockets at window openings. Contractor may remove the pocket altogether and infill with blocking, or may simply remove the balance mechanism and infill with blocking as required.

END OF SECTION 02 41 19

SECTION 08 01 52.61 - WOOD WINDOW REPAIRS

PART 1 - GENERAL

1.1 SUMMARY

A. The Work of this Section includes wood window repairs as follows:

1. Removal of half-round wood sashes with stained-glass from existing wood window system.
2. Repairing wood window frame.
3. Repairing stained-glass window system.
4. Repairing, refinishing, and replacing hardware.

B. Related Requirements:

1. Section 02 41 19 "Selective Demolition" for specific requirements relating to selectively demolishing construction, including window and trim removal.
2. Section 08 52 13.03 "Aluminum Clad Exterior Wood Interior Double-Hung Windows" for new replacement windows custom fabricated to replicate the originals.

1.2 ALLOWANCES

A. See Section 01 21 00 "Allowances" for description of allowances for wood window repairs and delineation between Project scope of work and what work is to be covered by Allowance.

1.3 DEFINITIONS

- A. Design Reference Sample: A sample that represents the Architect's prebid selection of the Work to be matched; it may be existing Work or Work specially produced for the Project.
- B. Glazing: Includes glass, glazing points, glazing tapes, glazing sealants, and glazing compounds.
- C. Replicate: To reproduce in exact detail, materials, and finish unless otherwise indicated.
- D. Window: Includes window frame, sash, trim, and hardware unless otherwise indicated by context.
- E. Window Unit: Includes window and associated hardware and accessories, unless otherwise indicated by context.
- F. Window Component Terminology: Wood window components for repair work include the following classifications:
1. Frame Components: Head, jambs, and sill.
 2. Sash Components: Stiles and rails, parting bead, stop, and muntins.

3. Exterior Trim: Exterior casing, brick mold, and cornice or drip cap.
4. Interior Trim: Casing, stool, and apron.

1.4 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference Project site.

1.5 SEQUENCING AND SCHEDULING

- A. Perform window repairs in the following sequence, which includes the Work specified in this and other Sections:

1. Label each window opening with temporary opening-identification number in inconspicuous location. Maintain a digital floor plan of each level that serves as a master list of each numbered opening.

2. Contractor to evaluate present condition of each frame and determine if early removal of half-round sashes will compromise structural integrity. Depending on the findings, Contractor may remove the half-round sashes either at the beginning of Construction or when the frame is removed as a whole. Tag with opening-identification numbers. Document condition of each unit.

3. If half-round sashes are removed early, install temporary protection and security at resulting openings in existing window systems.

4. Carefully package units in the most efficient and safe manner feasible to ensure no damage to units.

5. Send the packaged units to a stained-glass repair specialist.

6. In the shop, label each sash with permanent opening-identification number in inconspicuous location and remove site-applied tags.

7. Remove glazing putty and glazing system from frame.

8. Clean surfaces.

9. General Wood Repair Sequence:

- a. Remove paint on exterior faces to bare wood. Stain on interior faces to remain.
- b. Repair wood frame as required by consolidation, member replacement, partial member replacement, and patching. Repairs affecting the interior surfaces shall be stained and sealed to match existing.
- c. Refer to detail 1 on sheet A3.1 of the drawings for installation detail of the restored half-round sash within the new window system. General Contractor to provide shop drawings of the new windows to window restorer. Wood frame of restored sash to be trimmed / scribed to fit as shown on detail and allow for spacing / ventilation.
- d. Sand, prime, fill, sand again, and prime exterior surfaces again for refinishing.
- e. Apply paint to exterior surfaces, Architect to provide color selection.

10. Stained-Glass Repair Sequence (for windows designated W16):

- a. Create stencil/rubbing of stained-glass unit pattern.
- b. Repair damaged glass – epoxy pieces with clean breaks and replace missing or shattered pieces.

- c. Replace lead comes as required – match existing profile.
- d. Provide reinforcement bars as required.

11. New Stained-Glass Sequence (for windows designated W20)
a. Create new stained glass system using stained glass, lead comes, and other system components closely matching existing and in the same pattern.

- 12. Place repaired stained-glass panel into restored wood frame; cement panels with linseed-oil based waterproofing putty.
- 13. Carefully package repaired units and return to General Contractor.
- 14. General Contractor to install each restored unit according to detail 1 on sheet A3.1. Install at same window opening that it was removed from.
- 15. Ensure that spacing provided between restored sash and new window system, and that the gap between the two is ventilated.

1.6 ACTION SUBMITTALS

A. Product Data: For each type of product.

- 1. Include recommendations for product application and use.
- 2. Include test data substantiating that products comply with requirements.

B. Shop Drawings:

- 1. Include plans, elevations, and sections showing locations and extent of repair and replacement work, with enlarged details of replacement parts indicating materials, profiles, joinery, reinforcing, method of splicing into or attaching to existing wood window unit, accessory items, and finishes.
- 2. Include field-verified dimensions and provisions as required for location.

1.7 INFORMATIONAL SUBMITTALS

A. Qualification Statements: For stained-glass repair specialist.

1.8 QUALITY ASSURANCE

A. Stained-Glass Repair Specialist Qualifications: Utilize a specialist accredited by the Stained Glass Association of America.

1.9 DELIVERY, STORAGE, AND HANDLING

A. Pack, deliver, and store products in suitable packs, heavy-duty cartons, or wooden crates; surround with sufficient packing material to ensure that products are not deformed, broken, or otherwise damaged.

- B. Store products inside a well-ventilated area and protect from weather, moisture, soiling, abrasion, extreme temperatures, and humidity, and where environmental conditions comply with manufacturer's requirements.

PART 2 - PRODUCTS

2.1 WOOD-REPAIR MATERIALS

- A. Source Limitations: Obtain wood consolidant and wood-patching compound from single source from single manufacturer.
- B. Wood Consolidant: Ready-to-use product designed to penetrate, consolidate, and strengthen soft fibers of wood materials that have deteriorated due to weathering and decay and designed specifically to enhance the bond of wood-patching compound to existing wood.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Abatron, Inc.
 - b. ConServ Epoxy LLC.
 - c. Protective Coating Company.
 - d. System Three Resins, Inc.
- C. Wood-Patching Compound: Two-part epoxy-resin wood-patching compound; knife-grade formulation as recommended in writing by manufacturer for type of wood repair indicated, tooling time required for the detail of work, and site conditions. Compound designed for filling voids in damaged wood materials that have deteriorated due to weathering and decay. Compound capable of filling deep holes and spreading to feather edge.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Abatron, Inc.
 - b. Advanced Repair Technology, Inc.
 - c. ConServ Epoxy LLC.
 - d. Polymeric Systems, Inc.; PPG Industries, Inc.
 - e. Protective Coating Company.
 - f. System Three Resins, Inc.

PART 3 - EXECUTION

3.1 STAINED-GLASS REPAIR SPECIALIST

- A. Stained-Glass Repair Specialist Firms: Subject to compliance with requirements, provide wood window and stained-glass repairs by an SGAA accredited firm, including but not limited to:
 - 1. City Glass Specialty, Inc. (Ft. Wayne IN).

2. ~~Kokomo Opalescent Glass Co., Inc. (Kokomo, IN)~~
3. Mominee Studios, Inc. (Evansville, IN).

3.2 EXAMINATION

- A. Examine areas, and conditions, with wood-window-repair specialist present, for compliance with requirements for environmental conditions, and other conditions affecting performance of the Work.
 1. If existing wood window units cannot be prepared to an acceptable condition for repair, notify Architect in writing.
 2. Notify Architect of undocumented detrimental conditions, including rotted wood and other deteriorated items.
- B. Begin wood window unit repair work only after unsatisfactory conditions have been corrected.

3.3 PREPARATION

- A. Protect adjacent materials from damage by performing wood window unit repairs.
- B. Clean wood window units of mildew, algae, moss, plant material, loose paint, grease, dirt, and other debris by scrubbing with bristle brush or sponge and detergent solution. Scrub mildewed areas with mildewcide. After cleaning, rinse thoroughly with fresh water. Allow to dry before repairing or painting.
- C. Condition replacement wood members and replacement units to prevailing conditions at installation areas before installing.
- D. Remove coatings and apply borate preservative treatment before repair.
- E. Protection of Openings: Where sash or windows are indicated for removal, cover resultant openings with temporary enclosures so that openings are weathertight during repair period.

3.4 WOOD WINDOW UNIT PATCH-TYPE REPAIR

- A. General: Patch wood members that exhibit depressions, holes, or similar voids and that have limited amounts of rotted or decayed wood.
 1. Verify that surfaces are sufficiently clean and free of paint residue before patching.
 2. Remove rotted or decayed wood down to sound wood.
- B. Apply borate preservative treatment to accessible surfaces after removing rotted or decayed wood and before applying wood consolidant or patching compound. Apply treatment liberally by brush to joints, edges, and ends; top, sides, and bottom. Allow treatment to dry.
- C. Apply wood-patching compound to fill depressions, nicks, cracks, and other voids created by removed or missing wood.

1. Prime patch area with application of wood consolidant or manufacturer's recommended primer.
2. Mix only as much patching compound as can be applied in accordance with manufacturer's written instructions.
3. Apply patching compound in layers as recommended in writing by manufacturer until the void is completely filled.
4. Sand patch surface smooth and flush with adjacent wood, without voids in patch material, and matching contour of wood member.
5. Clean spilled compound from adjacent materials immediately.

3.5 REGLAZING

- A. Replacement stained-glass shall match existing manufacturer, color, and texture of the damaged piece of glass that it is replacing.
- B. Comply with combined written instructions of manufacturers of glass, glazing systems, and glazing materials, unless more stringent requirements are indicated.
- C. Remove cracked and damaged glass and glazing materials from openings and prepare surfaces for reglazing.
- D. Install glass with proper orientation, match orientation of replaced panel.

3.6 INSTALLATION OF REPLACEMENT WOOD WINDOWS

- A. Install units, hardware, accessories, and other components as indicated on Drawings.
- B. Install units level, plumb, square, true to line, without distortion or impeding movement; anchored securely in place to structural support; and in proper relation to wall flashing, trim, and other adjacent construction.
- C. Install window units with new anchors into existing openings.
- D. Metal Protection: Separate aluminum and other corrodible surfaces from sources of corrosion or electrolytic action at points of contact with other materials.

3.7 CLEANING AND PROTECTION

- A. Protect window surfaces from contact with contaminating substances resulting from construction operations. Monitor window surfaces adjacent to and below exterior concrete and masonry during construction for presence of dirt, scum, alkaline deposits, stains, or other contaminants. If contaminating substances contact window surfaces, remove contaminants immediately.
- B. Clean exposed surfaces immediately after repairing wood windows. Avoid damage to coatings and finishes. Remove excess sealants, glazing and patching materials, dirt, and other substances.

- C. Remove and replace glass that has been broken, chipped, cracked, abraded, or damaged during construction.

END OF SECTION 08 01 52.61

SECTION 08 52 13.03 - ALUMINUM CLAD EXTERIOR / WOOD INTERIOR DOUBLE-HUNG WINDOWS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Aluminum Clad Exterior / Wood Interior Double-Hung Windows with Hardware.
- B. Glazing.
- C. Accessories.

1.2 RELATED SECTIONS

- A. Section 01 33 00 "Submittal Procedures."
- B. Section 06 10 00 "Rough Carpentry."
- C. Section 06 20 23 "Interior Finish Carpentry."
- D. Section 07 92 00 "Joint Sealants."

1.3 REFERENCES

- A. American Society for Testing and Materials (ASTM):
 - 1. ASTM C1036 - Standard Specification for Flat Glass.
 - 2. ASTM C1048 - Standard Specification for Heat-Treated Flat Glass – Kind HS, Kind FT Coated and Uncoated Glass.
 - ~~3. ASTM D3656 – Standard Specification for Insect Screening and Louver Cloth Woven From Vinyl Coated Glass Yarns.~~
 - 4. ASTM E283 - Standard Test Method for Determining Rate of Air Leakage Through Exterior Windows, Curtain Walls, and Doors Under Specified Pressure Differences Across the Specimen.
 - 5. ASTM E330 - Standard Test Method for Structural Performance of Exterior Windows, Doors, Skylights and Curtain Walls by Uniform Static Air Pressure Difference.
 - 6. ASTM E547 - Standard Test Method for Water Penetration of Exterior Windows, Skylights, Doors and Curtain Walls by Cyclic Static Air Pressure Difference.
 - 7. ASTM E2190 - Standard Specification for Insulating Glass Unit Performance and Evaluation.
 - 8. ASTM F588 - Standard Test Methods for Measuring the Forced Entry Resistance of Window Assemblies, Excluding Glazing Impact.

- B. American Architectural Manufacturers Association/Window and Door Manufacturers Association/Canadian Standards Association (AAMA/WDMA/CSA):
 - 1. AAMA/WDMA/CSA 101/I.S.2/A440-11/NAFS – North American Fenestration Standard/Specification for Windows, Doors and Skylights.
- C. American Architectural Manufacturers Association/Window and Door Manufacturers Association/Canadian Standards Association (AAMA/WDMA/CSA):
 - 1. AAMA/WDMA/CSA 101/I.S.2/A440-08/NAFS – North American Fenestration Standard/Specification for Windows, Doors and Skylights.
- D. Window and Door Manufacturers Association (WDMA):
 - 1. WDMA I.S.2 – Hallmark Certification Program.
 - 2. WDMA 4-05 - Industry Standard for Water Repellent Preservative Non-Pressure Treatment for Millwork.
- E. American Architectural Manufacturers Association (AAMA):
 - 1. AAMA 450 – Voluntary Performance Rating Method for Mullled Fenestration Assemblies.
 - 2. AAMA 611 – Voluntary Specification for Anodized Architectural Aluminum.
 - 3. AAMA 2604 - Voluntary Specification, Performance Requirements and Test Procedures for High Performance Organic Coatings on Aluminum Extrusions and Panels.
 - 4. AAMA 2605 – Voluntary Specification, Performance Requirements and Test Procedures for Superior Performing Organic Coatings on Aluminum Extrusions and Panels.
- F. National Fenestration Rating Council (NFRC):
 - 1. NFRC 102 - Procedure for Measuring the Steady-State Thermal Transmittance of Fenestration Systems.
 - 2. NFRC 200 - Procedure for Determining Fenestration Product Solar Heat Gain Coefficient and Visible Transmittance at Normal Incidence.
 - 3. NFRC 500 - Procedure for Determining Fenestration Product Condensation Resistance Values.
 - 4. ENERGY STAR Compliant Models available.
- G. Insulating Glass Certification Council (IGCC).
- H. Safety glass tested in accordance with ANSI Z97.1.
- ~~I. Screen Manufacturers Association (SMA):
 - 1. ~~SMA 1201-2013 – Specifications for Insect Screens for Windows, Sliding Doors and Swinging Doors.~~~~
- J. Forest Stewardship Council (FSC):

1. FSC-STD-40-003 V1-0 – Standard for Multi-site Certification of Chain of Custody Operations.
2. FSC-STD-40-004 V2-1 – Standard for Chain of Custody Certification.

1.4 PERFORMANCE REQUIREMENTS

- A. Design and performance requirements:
- B. Double-hung tilt windows shall be Hallmark certified in compliance with AAMA/WDMA/CSA 101/I.S.2/A440-11:
 1. LC-PG50-H
- C. Vertical mull, mull and applied rating: LC50.
- D. Air infiltration shall not exceed 0.30 cfm/ft² when tested at 1.57 psf according to ASTM E283.
- E. No water penetration when tested at the following pressure according to ASTM E547:
 1. LC-PG50-H – 7.50 psf
- F. Double-hung tilt windows must withstand the following positive/negative structural test pressure without damage when tested according to ASTM E330:
 1. LC-PG50-H – +/-75.0 psf
- G. Double-hung tilt windows must pass a forced entry resistance test of at least Grade 10 to meet requirements set forth in ASTM F588.

1.5 SUBMITTAL PROCEDURES

- A. Shop drawings: submit shop drawings according to Section 01 33 00 “Submittal Procedures.”
- B. Product data: submit manufacturer's product catalog data and installation guides.
- C. Samples: submit samples including the following:
 1. Corner cutaway: submit corner cutaway, including glazing system, quality of construction and specified exterior/interior finishes.
 2. Exterior: submit color samples of exterior color finishes.
 3. Hardware: submit samples indicating typical hardware finishes.
- D. Quality control reporting: submit manufacturer’s test results reported by independent laboratory indicating compliance with specified performance and design requirements, as listed in 1.4 Performance Requirements, according to Section 01 33 26 “Quality Control.”

1.6 QUALITY ASSURANCE

- A. Single source responsibility: except for hardware mechanisms, weather strip, insulated glass and aluminum extrusions, the window manufacturer is responsible for fabrication of all components and materials including treatment of wood with acceptable wood preservatives, millwork of sash and frame members and manufacture of all sash and frames.

1.7 PRODUCT DELIVERY REQUIREMENTS

- A. Deliver windows to Project site in original, unopened packages and store them in accordance with manufacturer's written instructions. Protect windows against damage from moisture, humidity, temperature extremes, direct sunlight, surface contamination, and other causes.
- B. Handle windows in a manner that prevents damage before, during, and after installation.

1.8 WARRANTIES

- A. Workmanship and materials: 10-year limited warranty.
- B. Wood rot: 10-year warranty.
- C. Insulating glass: 20-year warranty.

PART 2 PRODUCTS

2.1 MANUFACTURED UNITS

- A. Basis of Design: Subject to compliance with requirements, provide Weather Shield Premium Series 8120 Aluminum Clad Exterior / Wood Interior Double-Hung Windows as manufactured by Weather Shield Mfg., Inc. of Medford, Wisconsin, or approved equal:
 - 1. Andersen Windows.
 - 2. Kolbe Windows and Doors.
 - 3. Marvin Windows.
 - 4. Pella Windows and Doors.

2.2 ALUMINUM CLAD EXTERIOR / WOOD INTERIOR DOUBLE-HUNG WINDOW MATERIALS

- A. Frame:
 - 1. Exterior frame members milled from ,pine, kiln dried to a moisture content of 6-12% at the time of fabrication and treated with a water-repellent preservative. Frame corners

shall be square cut, rabbeted at head, dadoed at sill, chemically and mechanically fastened.

2. Frame is clad with .050" extruded aluminum, with an integral extruded nailing fin. Top corners shall be mitered, include internal aluminum corner keys, and be chemically and mechanically fastened. Sill shall include a vinyl thermal break sill riser that interlocks into extruded aluminum sill cover.
3. Interior frame materials to be milled from standard pine FSC-certified FSC-C095408, kiln dried to a moisture content of 6-12% at the time of fabrication and treated with a water-repellent preservative.
4. Frame shall have standard 5-3/16" overall jamb depth with 4-9/16" from backside of nailing fin to interior of window. See details for required jamb extensions.

B. Sash:

1. Sash shall be composed of two materials, an extruded aluminum exterior of .050" thickness, butt joined at corners, chemically and mechanically bonded to the interior wood substrate. Interior sash corners shall be mortised, tenoned and mechanically fastened.
2. Interior sash materials to be milled from standard pine FSC-certified FSC-C095408, kiln dried to a moisture content of 6-12% at the time of fabrication and treated with a water-repellent preservative.
3. Bottom rail shall be 4-1/4" tall. Top sash top rail shall be 2-3/4" tall; stiles for both sash shall be 2" wide.
4. Both top and bottom sash shall interlock together using extruded aluminum interlocking cladding at the meeting rail.
5. Top sash to be stationary. Bottom sash to be operable. Provide sash pocket stops with tamper-proof screw for bottom sash.

C. All wood that is exposed to view shall be C select grade pine.

D. Roof Access Panel (Window type W19):

1. Provide fully glazed "door" panel. Refer to drawings for appearance.
2. Panel shall swing to the interior.
3. Dimensions:
 - a. Bottom Rail: 10" high
 - b. Top Rail: minimum 5" high.
 - c. Side rails: minimum 5" wide.

2.3 FINISH:

- A. Exterior aluminum finish: silicone-modified polyester topcoat over high performance primer meets AAMA 2605 requirements.
 1. Color 1: white.
 2. Color 2: Color to match adjacent wood paneling. Color to be selected from manufacturer's full range of all color lines.

- B. Interior finish: Custom Weather Shield Designer furniture grade 7 step factory stain and finish to match existing trim.

2.4 GLAZING:

- A. Glass type: Insulated glass consisting of two lites of clear tempered glass.

1. Exterior lite shall be 1/4" thick. Interior lite permitted to be a minimum of 1/8" thick.

2. Fully Tempered Float Glass: ASTM C1048, Kind FT (fully tempered), Condition A (uncoated) unless otherwise indicated, Type I, Class 1 (clear), Quality-Q3.

a. Fabrication Process: By horizontal (roller-hearth) process with roll-wave distortion parallel to bottom edge of glass as installed unless otherwise indicated.

3. Insulating glass IGCC certified to performance level CBA when tested in accordance with ASTM E2190.

- B. Thermal performance:

1. U-value - total, NFRC 100 – (.31)

2. Solar Heat Gain Coefficient (SHGC), NFRC 200 – (.20)

3. Visible Light Transmittance (VLT), NFRC 200 – (.46)

4. Condensation Resistance Rating (CRR), NFRC 500 – (55)

- C. Insulated glass airspace:

1. Insulated glass shall be sealed with a black spacer system to meet thermal performance.

- D. Glass shall be silicone glazed at exterior to allow reglazing from the interior with standard colonial glazing bead. Back side of glazing bead to be finished black.

2.5 HARDWARE:

- A. Windows:

1. New windows shall not be provided with lift handles. Refer to keynote 020804 on the drawings for Contractor's scope of work regarding lift handles.

2. Manufacturer to provide appropriate sash lock style and quantity for window size. Architect to select from manufacturer's full range of finishes.

- B. Roof Access Panel (Window type W19): provide manufacturer's standard hardware.

1. Finish: Dark Bronze.

2. Hinges: quantity and style recommended by the manufacturer to accommodate panel dimensions.

3. Cylindrical Lever Lock, Entry function. Architect to select from manufacturer's full range of standard lever styles. Coordinate with Owner's preferred cylinder manufacturer. Owner to provide cylinder.
4. Deadbolt with thumbturn at interior side, keyed cylinder at exterior. Coordinate with Owner's preferred cylinder manufacturer. Owner to provide cylinder.
5. Overhead stop and hold-open.
6. Threshold: ADA compliance is not required. Provide threshold sloping to exterior for positive drainage.
7. Door sweep.

2.6 ACCESSORIES AND TRIM

- A. Interior installation clips: size required by manufacturer for window dimensions.
- B. Custom exterior aluminum casing / brick mould to match existing. Color to match exterior frame. See drawings for required profile.
- C. Sash lugs. Die cast aluminum for top sash, and standard pine for bottom sash.
- D. Weather Stripping: Flexible vinyl weather strip shall have contact to the frame around each sash.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Examine openings, substrates, structural support, anchorage, and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Verify rough opening dimensions, levelness of sill plate, and operational clearances.
- C. Examine wall flashings, vapor retarders, water and weather barriers, and other built-in components to ensure weathertight window installation.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Install windows according to manufacturer's instructions and reviewed shop drawings to ensure proper installation and operation.
- B. Install window unit plumb, level and square with no distortion of frame members.
- C. Fill perimeter frame to wall opening cavity per manufacture's installation instructions.

- D. Apply approved sealant in accordance with Section 07 92 00 – Joint Sealants.
- E. Do not puncture aluminum cladding.

3.3 ADJUSTING AND CLEANING

- A. Adjust operating sash and hardware to provide tight fit at contact points and at the weather stripping for smooth operation and weathertight closure.
- B. Remove excess sealant materials and visible labels from glass using manufacturer's written instructions. Clean glass surfaces promptly after installation. Keep protective coverings and films in place until final cleaning.
- C. Remove and replace sashes if glass has been broken, chipped, cracked, abraded, or damaged during construction period.
- D. Initiate and maintain all protection and other precautions required to ensure windows are in acceptable condition at time of substantial completion.

END OF SECTION 08 52 13.03

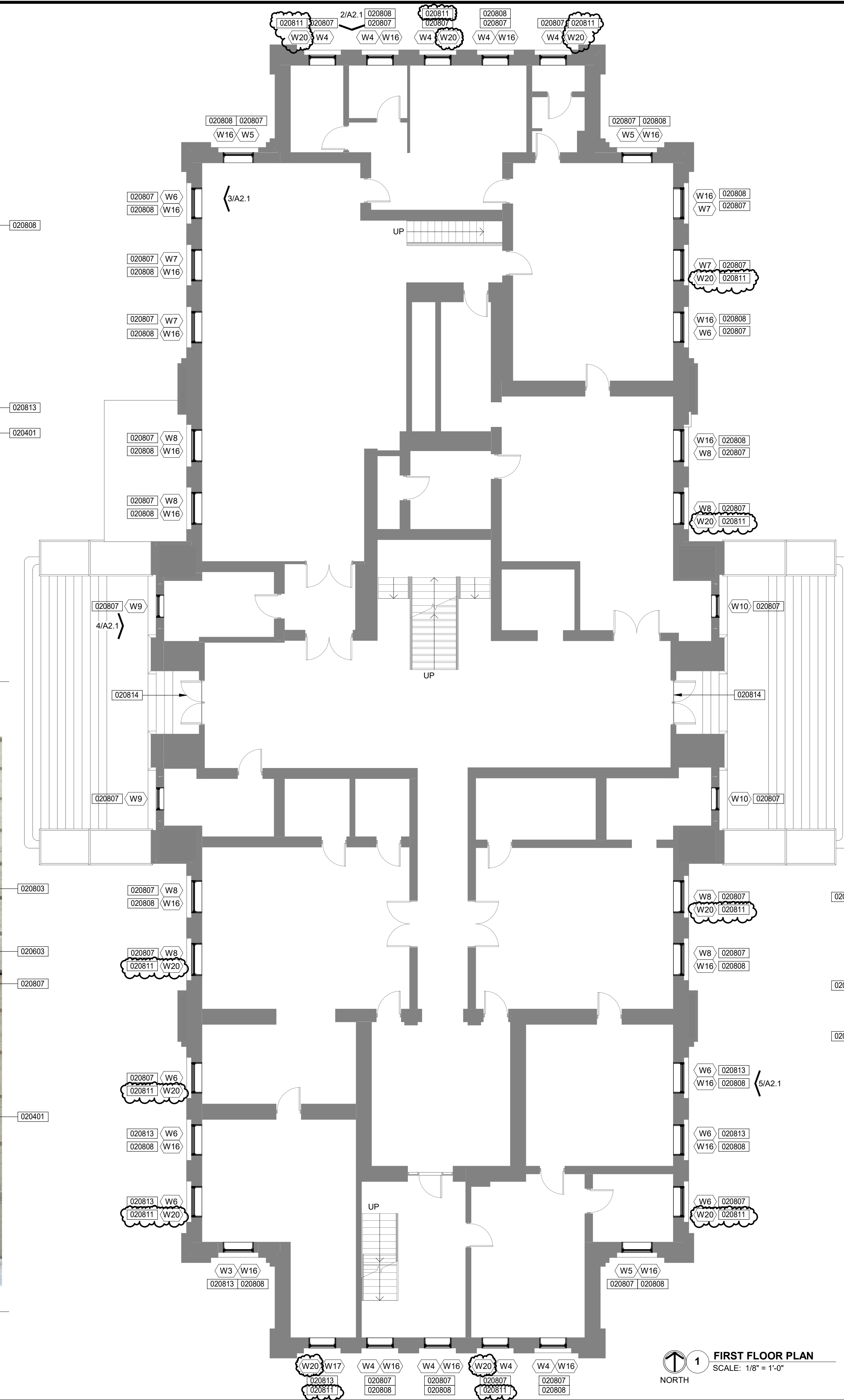
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5 PHOTOGRAPH 4 - FIRST FLOOR
SCALE: N.T.S.



4 PHOTOGRAPH 3 - FIRST FLOOR
SCALE: N.T.S.



1 FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"



3 PHOTOGRAPH 2 - FIRST FLOOR
SCALE: N.T.S.



2 PHOTOGRAPH 1 - FIRST FLOOR
SCALE: N.T.S.


GENERAL NOTES:

- A. REFER TO G1.1 FOR ADDITIONAL GENERAL NOTES AND DIMENSIONS PRIOR TO SELECTIVE DEMOLITION ACTIVITIES.
- B. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS AND DURATIONS PRIOR TO SELECTIVE DEMOLITION ACTIVITIES.
- C. EXISTING TO REMAIN ITEMS SHALL BE PROTECTED THROUGHOUT THE DURATION OF THE PROJECT. IF ANY EXISTING ITEM IS DAMAGED DURING CONSTRUCTION, IT SHALL BE REPLACED OR RESTORED TO ITS ORIGINAL CONDITION AT NO ADDITIONAL EXPENSE TO THE OWNER.
- D. CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL TEMPORARY SHORING, BRACING, EQUIPMENT, AND LIFTS REQUIRED TO COMPLETE THE WORK.
- E. CONTRACTOR IS RESPONSIBLE FOR ALL CUTTING AND PATCHING REQUIRED, INCLUDING ASSOCIATED REPAIR AND FINISHING TO MATCH ADJACENT WOOD TRIM AND SURFACES.
- F. CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY ENVIRONMENTAL CONTROL MEASURES INCLUDING APPLICABLE AIR QUALITY CONTROL MEASURES, DUST CONTROL AND OTHER MEASURES REQUIRED FOR PROTECTION OF OCCUPANTS AND PROPERTY DURING CONSTRUCTION ACTIVITIES.
- G. CONTRACTOR IS SOLELY RESPONSIBLE FOR COORDINATING CONTRACT DOCUMENTS WITH FIELD CONDITIONS AND WITH WORK REQUIRED FOR EACH TRADE.
- H. BUILDING TO REMAIN OCCUPIED DURING CONSTRUCTION. SEQUENCE OF WINDOW REPLACEMENT AND OTHER ACTIVITIES SHALL BE COORDINATED AND APPROVED BY OWNER AND ARCHITECT PRIOR TO START OF ANY WORK.
- I. EXISTING WINDOWS ARE TO BE REMOVED FROM THE EXTERIOR SIDE. INTERIOR TRIM TO REMAIN UNAFFECTED TO THE GREATEST EXTENT POSSIBLE. CONTRACTOR SHALL REMOVE EXISTING CONSTRUCTION, FINISHES, TRIM, ETC. TO ACCOMMODATE NEW WORK - WHETHER SPECIFICALLY NOTED TO BE REMOVED/DEMOLISHED OR NOT. REMOVED ITEMS SHALL BE REPLACED WITH SALVAGED MATERIAL (IF STILL IN EXCELLENT CONDITION) OR REPLACED WITH NEW MATERIAL MATCHING ORIGINAL (SIZE, MATERIAL TYPE, FINISH, ETC.).
- J. FURNITURE TO BE MOVED OUTSIDE OF AREAS OF WORK BY OTHERS PRIOR TO REMOVAL ACTIVITIES. FURNITURE STORAGE AREA TO BE COORDINATED WITH OWNER.
- K. CONTRACTOR SHALL FIELD VERIFY EACH WINDOW OPENING SIZE AND FIELD CONDITIONS PRIOR TO ORDERING WINDOWS.
- L. PROVIDE ALUMINUM EXTRUSIONS AS SHOWN IN DETAILS. DIMENSIONS SHALL BE FIELD VERIFIED TO MATCH THE EXISTING WINDOW TRIM SIZES AND PROFILES. EXTRUSIONS SHALL BE SAME COLOR AS EXTERIOR ALUMINUM OF WINDOW AND INTEGRATE WITH THE WINDOW FRAME. BRAKE METAL, WHETHER FABRICATED IN SHOP, FACTORY, OR IN THE FIELD, IS NOT PERMITTED.
- M. REMOVE EXISTING SEALANTS FROM TRIM, LIMESTONE, ETC. TO ACCEPT NEW SEALANT.
- N. NINETY (90) WINDOW TREATMENTS ARE TO BE REMOVED AND REINSTALLED BY CONTRACTOR AT SOME OF THESE LOCATIONS. OWNER MAY PROVIDE A NEW WINDOW TREATMENT TO INSTALL IN LIEU OF THE REMOVED ONE. OWNER WILL REMOVE WINDOW TREATMENTS AT ALL OTHER OPENINGS AND DISCARD BEFORE CONTRACTOR MOBILIZES ON SITE.
- O. EXISTING STORM WINDOWS SHALL BE REMOVED AND DISCARDED.

KEYNOTES

- 020401 EXISTING MASONRY TO REMAIN
- 020601 EXISTING STAINED WOOD TRIM TO REMAIN. MODIFY IF REQUIRED TO ACCOMMODATE WINDOW REPLACEMENT
- 020603 EXISTING WOOD PANELING TO REMAIN
- 020802 EXISTING INTERIOR STORM WINDOW SYSTEM TO BE REMOVED
- 020803 EXISTING STAINED GLASS WINDOW AND FRAME TO REMAIN
- 020804 EXISTING HANDLE HARDWARE, WHERE PRESENT, TO BE REMOVED AND SALVAGED. OWNER HAS PREVIOUSLY REMOVED LIFT HANDLES FROM A SELECT NUMBER OF WINDOWS. CONTRACTOR WILL INSTALL HANDLE HARDWARE ON ALL NEW WINDOWS. 61 WINDOWS WILL RECEIVE SALVAGED HANDLES. OWNER WILL PROVIDE NEW HANDLES FOR CONTRACTOR TO INSTALL ON THE REMAINDER. OWNER WILL INDICATE WHICH WINDOWS ARE TO RECEIVE SALVAGED HANDLES, AND WHICH RECEIVE NEW
- 020806 EXISTING LOCKING HARDWARE TO BE REMOVED AND RETURNED TO OWNER. ALL NEW WINDOWS WILL HAVE NEW LOCKING HARDWARE AS SHOWN IN WINDOW DETAILS
- 020807 REMOVE EXISTING WOOD WINDOW SYSTEM. INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. REMOVE, SALVAGE, MODIFY, AND REINSTALL EXISTING TRIM IF REQUIRED TO ACCOMMODATE INSTALLATION OF NEW WINDOWS
- 020808 EXISTING HALF ROUND SASH WITH STAINED-GLASS TO BE REMOVED FROM EXISTING WINDOW SYSTEM. DOCUMENT EXISTING CONDITION AND NUMBER EACH UNIT. CAREFULLY PACKAGE UNIT TO BE SENT TO WINDOW RESTORER. UPON RETURN, REINSTALL AT SAME WINDOW OPENING (WHERE W16 WINDOW TYPE IS INDICATED). PROVIDE ADDITIONAL TRIM AS REQUIRED. REFER TO PROJECT MANUAL SECTION 08 01 52.61 "WOOD WINDOW REPAIRS"
- 020811 EXISTING HALF-ROUND SASH WITH CLEAR GLASS OR LOUVER INFILL TO BE REMOVED FROM EXISTING WINDOW SYSTEM. CAREFULLY PACKAGE UNIT TO BE SENT TO WINDOW RESTORER. WINDOW RESTORER TO REMOVE CLEAR GLASS / LOUVER INFILL AND REPLACE WITH NEW, FABRICATED STAINED GLASS PANE. STAINED GLASS COLOR/TEXTURE AND LEAD CAME DESIGN TO MATCH EXISTING. UPON RETURN, REINSTALL AT SAME WINDOW OPENING (WHERE W20 WINDOW TYPE IS INDICATED). PROVIDE ADDITIONAL TRIM AS REQUIRED. REFER TO PROJECT MANUAL SECTION 08 01 52.61 "WOOD WINDOW REPAIRS"
- 020813 REMOVE EXISTING STEEL WINDOW SYSTEM. INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. EXISTING STEEL AT INTERIOR JAMBS, HEAD, SILL, AND TRIM TO REMAIN.

SCALE: 1/8" = 1'-0"
EXISTING WOOD-FRAMED ENTRANCE SYSTEM TO REMAIN



ARCHITECT

No. ARI190206

STATE OF INDIANA

No. 031172026

Jaschke & Associates

NO.	REVISION	DATE
1	ADDENDUM 3	03/11/2026

DRAWN: ZJF	CHKD: SPK	DATE: FEBRUARY 24, 2026	PROJECT NUMBER: 2561-4071-50
DESIGNED: ZJF	APPRVD: ZJF		

INDIANA

ELKHART COUNTY

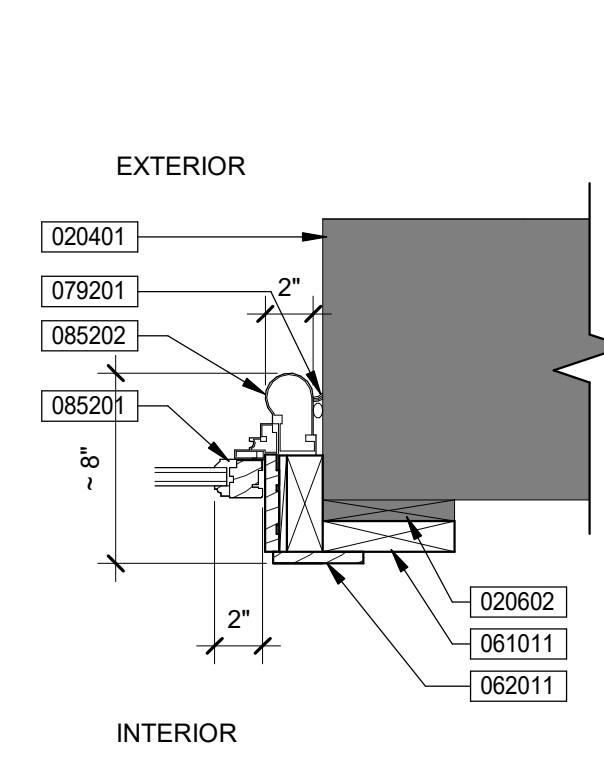
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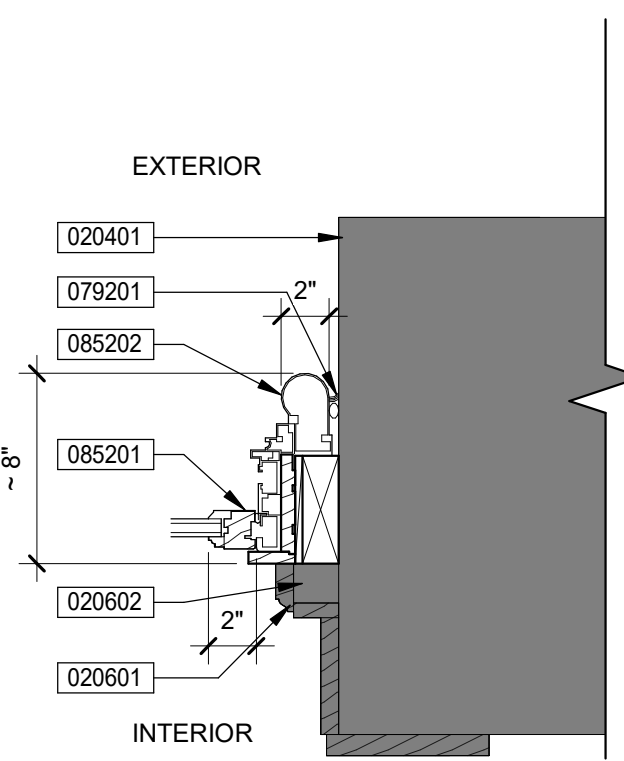
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A2.1

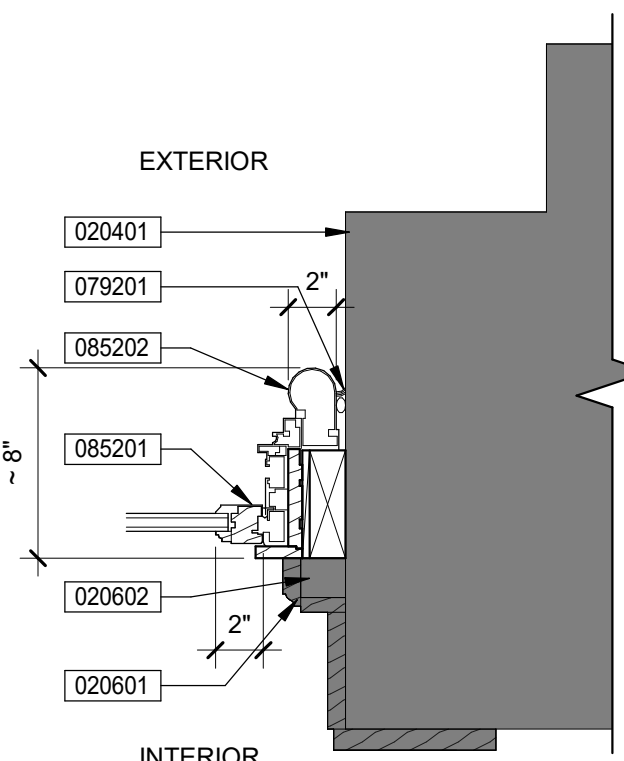
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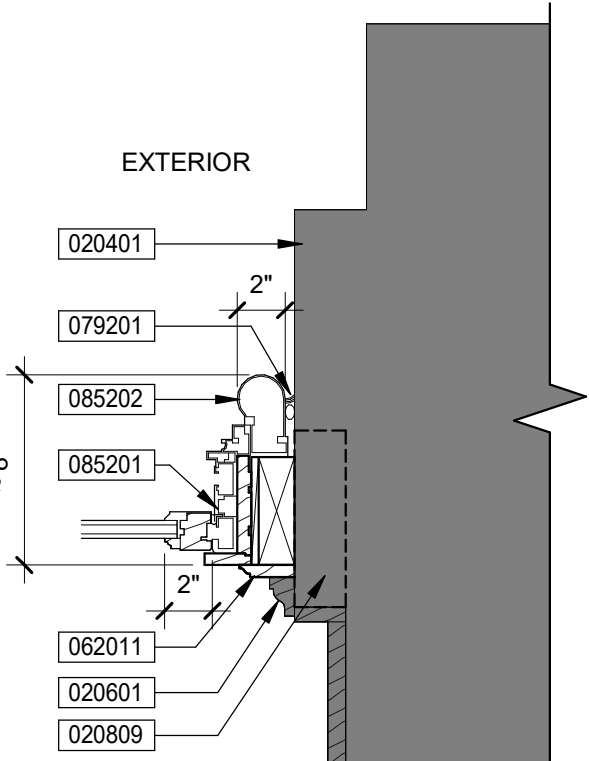
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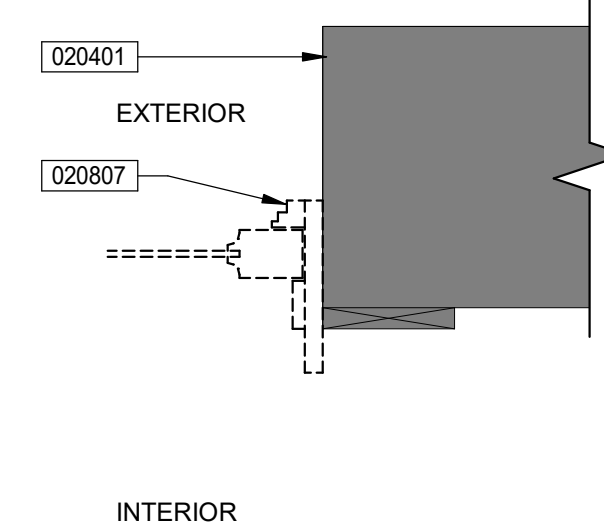
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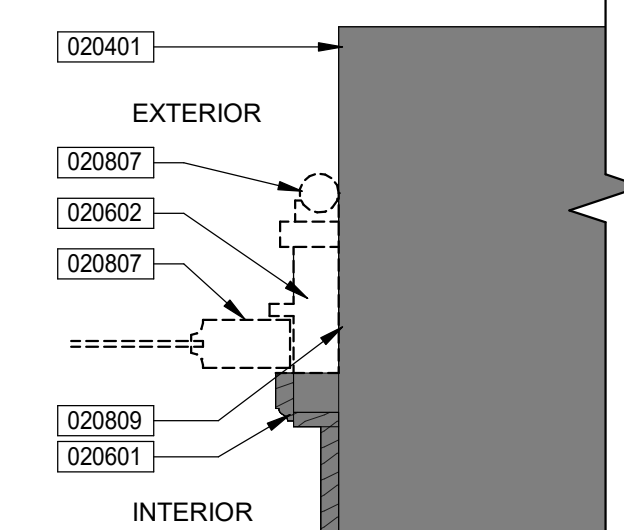
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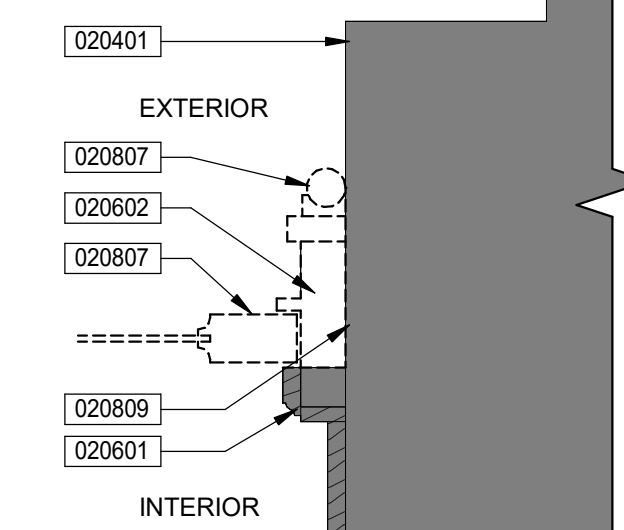
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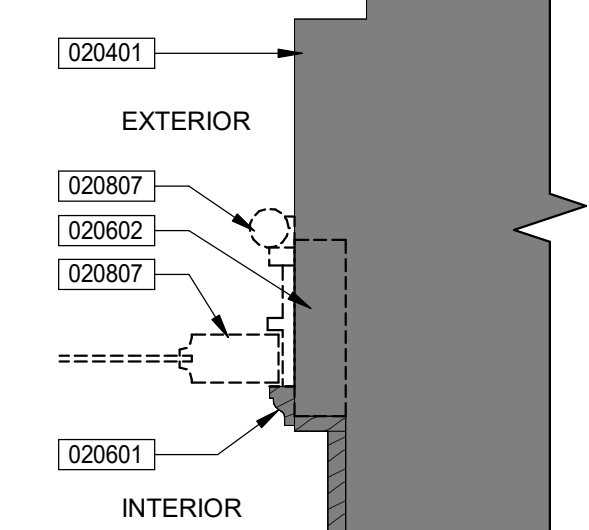
REMOVAL



REMOVAL



REMOVAL



REMOVAL

6 CUPOLA JAMB DETAIL
SCALE: 1 1/2" = 1'-0"

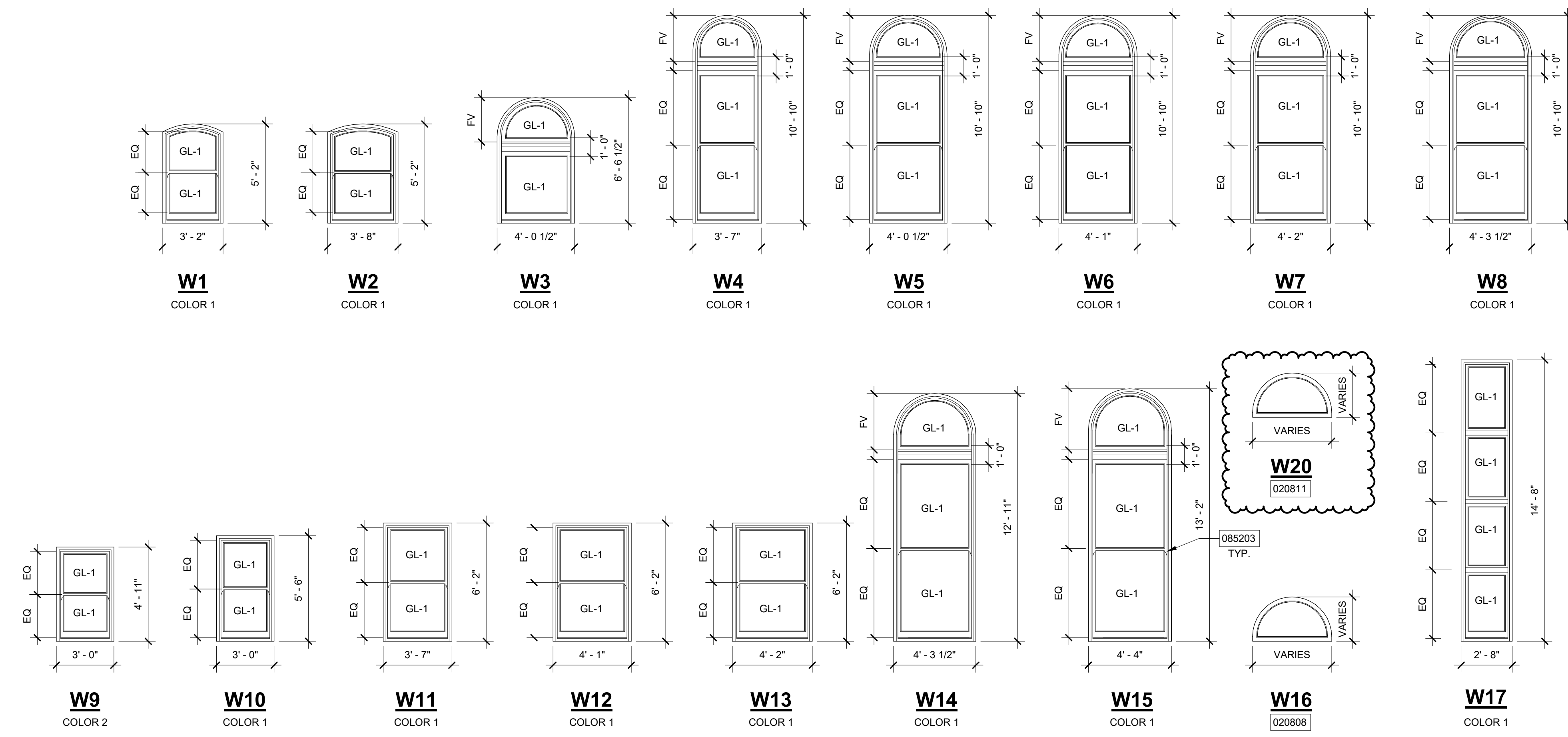
5 SECOND FLOOR JAMB DETAIL
SCALE: 1 1/2" = 1'-0"

4 FIRST FLOOR JAMB DETAIL
SCALE: 1 1/2" = 1'-0"

3 LOWER LEVEL JAMB DETAIL
SCALE: 1 1/2" = 1'-0"

2 SECTION DETAIL AT CUPOLA
SCALE: 1 1/2" = 1'-0"

1 TYPICAL SECTION DETAIL
SCALE: 1 1/2" = 1'-0"

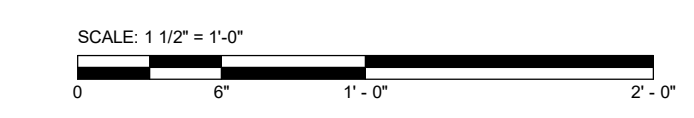


KEYNOTES

- 079201 JOINT SEALANT AND BACKER ROD (TYP. AROUND PERIMETER)
- 079202 SEALANT, TYP.
- 085201 PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM
- 085202 BRICK MOLD BY WINDOW SYSTEM MANUFACTURER
- 085203 SASH LUG BY WINDOW SYSTEM MANUFACTURER

GLAZING SCHEDULE

GL-1 1" INSULATING LOW-E GLAZING




GENERAL NOTES:

- A. REFER TO G1.1 FOR ADDITIONAL GENERAL NOTES AND INFORMATION.
- B. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS AND DIMENSIONS PRIOR TO SELECTIVE DEMOLITION ACTIVITIES.
- C. EXISTING TO REMAIN ITEMS SHALL BE PROTECTED THROUGHOUT THE DURATION OF THE PROJECT. IF ANY EXISTING ITEM IS DAMAGED DURING CONSTRUCTION, IT SHALL BE REPLACED OR RESTORED TO ITS ORIGINAL CONDITION AT NO ADDITIONAL EXPENSE TO THE OWNER.
- D. CONTRACTOR IS RESPONSIBLE TO PROVIDE ALL TEMPORARY SHORING, BRACING, EQUIPMENT, AND LIFTS REQUIRED TO COMPLETE THE WORK.
- E. CONTRACTOR IS RESPONSIBLE FOR ALL CUTTING AND PATCHING REQUIRED, INCLUDING ASSOCIATED REPAIR AND FINISHING TO MATCH ADJACENT WOOD TRIM AND SURFACES.
- F. CONTRACTOR IS RESPONSIBLE FOR ANY TEMPORARY ENVIRONMENTAL CONTROL MEASURES INCLUDING APPLICABLE AIR QUALITY CONTROL MEASURES, DUST CONTROL AND OTHER MEASURES REQUIRED FOR PROTECTION OF OCCUPANTS AND PROPERTY DURING SELECTIVE DEMOLITION AND CONSTRUCTION ACTIVITIES.
- G. CONTRACTOR IS SOLELY RESPONSIBLE FOR COORDINATING CONTRACT DOCUMENTS WITH FIELD CONDITIONS AND WITH WORK REQUIRED FOR EACH TRADE.
- H. BUILDING TO REMAIN OCCUPIED DURING CONSTRUCTION. SEQUENCE OF WINDOW REPLACEMENT AND OTHER ACTIVITIES SHALL BE COORDINATED AND APPROVED BY OWNER AND ARCHITECT PRIOR TO START OF ANY WORK.
- I. CONTRACTOR SHALL COORDINATE DEMOLITION ACTIVITIES WITH NEW WORK TO VERIFY DIMENSIONS AND EXTENT OF REMOVALS PRIOR TO BEGINNING WORK.
- J. CONTRACTOR SHALL REMOVE EXISTING CONSTRUCTION FINISHES, TRIM, ETC. TO ACCOMMODATE NEW WORK - WHETHER SPECIFICALLY NOTED TO BE REMOVED/DEMOLISHED OR NOT. REMOVED ITEMS SHALL BE REPLACED WITH SALVAGED MATERIAL (IF STILL IN EXCELLENT CONDITION) OR REPLACED WITH NEW MATERIAL MATCHING ORIGINAL (SIZE, MATERIAL TYPE, FINISH, ETC.).
- K. GRADE AND FLOOR ELEVATIONS NOTED ARE APPROXIMATE AND ARE REFERENCE ONLY.
- L. CONTRACTOR SHALL FIELD VERIFY EACH WINDOW OPENING SIZE AND FIELD CONDITIONS PRIOR TO ORDERING WINDOWS.
- M. PROVIDE ALUMINUM EXTRUSIONS AS SHOWN IN DETAILS. DIMENSIONS SHALL BE FIELD VERIFIED TO MATCH THE EXISTING WINDOW TRIM SIZES AND PROFILES. EXTRUSIONS SHALL BE SAME COLOR AS EXTERIOR ALUMINUM OF WINDOW AND INTEGRATE WITH THE WINDOW FRAME. "BREAK" METAL, WHETHER FABRICATED IN SHOP, FACTORY, OR IN THE FIELD, IS NOT PERMITTED.
- N. REMOVE EXISTING SEALANTS FROM TRIM, LIMESTONE, ETC. TO ACCEPT NEW SEALANT.
- O. NINETY (90) WINDOW TREATMENTS ARE TO BE REMOVED AND REINSTALLED BY CONTRACTOR. AT SOME OF THESE LOCATIONS OWNER MAY PROVIDE A NEW WINDOW TREATMENT TO INSTALL IN LIEU OF THE REMOVED ONE. OWNER WILL REMOVE WINDOW TREATMENTS AT ALL OTHER OPENINGS AND DISCARD BEFORE CONTRACTOR MOBILIZES ON SITE.
- P. GRADE AND FLOOR ELEVATIONS NOTED ARE APPROXIMATE AND ARE REFERENCE ONLY.

KEYNOTES

- 020401 EXISTING MASONRY TO REMAIN
- 020501 EXISTING STEEL LINTEL TO REMAIN. PREPARE TO BE PAINTED, PAINT TO MATCH NEW WINDOW EXT FINISH
- 020601 EXISTING STAINED WOOD TRIM TO REMAIN. MODIFY IF REQUIRED TO ACCOMMODATE WINDOW REPLACEMENT
- 020602 REPLACE BLOCKING AS REQUIRED
- 020804 EXISTING HANDLE HARDWARE, WHERE PRESENT, TO BE REMOVED AND SALVAGED. OWNER HAS PREVIOUSLY REMOVED LIFT HANDLES FROM A SELECT NUMBER OF WINDOWS. CONTRACTOR WILL INSTALL HANDLE HARDWARE ON ALL NEW WINDOWS. 61 WINDOWS WILL RECEIVE SALVAGED HANDLES. OWNER WILL PROVIDE NEW HANDLES FOR CONTRACTOR TO INSTALL ON THE REMAINDER. OWNER WILL INDICATE WHICH WINDOWS ARE TO RECEIVE SALVAGED HANDLES, AND WHICH RECEIVE NEW
- 020806 EXISTING LOCKING HARDWARE TO BE REMOVED AND RETURNED TO OWNER. ALL NEW WINDOWS WILL HAVE NEW LOCKING MECHANISMS BY WINDOW MANUFACTURER
- 020807 REMOVE EXISTING WOOD WINDOW SYSTEM. INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. REMOVE, SALVAGE, MODIFY AND REINSTALL EXISTING TRIM IF REQUIRED TO ACCOMMODATE INSTALLATION OF NEW WINDOWS
- 020808 EXISTING HALF ROUND SASH WITH STAINED-GLASS TO BE REMOVED FROM EXISTING WINDOW SYSTEM. DOCUMENT EXISTING CONDITION AND NUMBER EACH UNIT. CAREFULLY PACKAGE UNIT TO BE SENT TO WINDOW RESTORER. UPON RETURN, REINSTALL AT SAME WINDOW OPENING (WHERE W16 WINDOW TYPE IS INDICATED). PROVIDE ADDITIONAL TRIM AS REQUIRED. REFER TO PROJECT MANUAL SECTION 08 01 52.61 "WOOD WINDOW REPAIRS"
- 020809 FILL IN EXISTING BALANCE POCKET WITH WOOD BLOCKING AS REQUIRED
- 020810 PROVIDE SPACER BETWEEN NEW WINDOW FRAME AND RESTORED SASH TO BE REINSTALLED. PROVIDE METHOD TO VENT AIR FROM SPACE BETWEEN NEW WINDOW AND EXISTING SASH
- 020811 EXISTING HALF-ROUND SASH WITH CLEAR GLASS OR LOUVER INFILL TO BE REMOVED FROM EXISTING WINDOW SYSTEM. CAREFULLY PACKAGE UNIT TO BE SENT TO WINDOW RESTORER. WINDOW RESTORER TO REMOVE CLEAR GLASS / LOUVER INFILL AND REPLACE WITH NEW, FABRICATED STAINED GLASS PANE, STAINED GLASS COLOR/TEXTURE AND LEAD CAME DESIGN TO MATCH EXISTING. UPON RETURN, REINSTALL AT SAME WINDOW OPENING (WHERE W20 WINDOW TYPE IS INDICATED). PROVIDE ADDITIONAL TRIM AS REQUIRED. REFER TO PROJECT MANUAL SECTION 08 01 52.61 "WOOD WINDOW REPAIRS"
- 061011 WOOD BLOCKING AS REQUIRED
- 062011 NEW WOOD TRIM. MATCH EXISTING SPECIES, STAIN, AND SEALER SHEEN



REGISTERED ARCHITECT
INDIANA
No. ARI190204
Scott L. Flaple

DATE	REVISION
03/17/2026	1 ADDENDUM 3

DRAWN:	CHKD:	SPK
ZJF	ZJF	ZJF

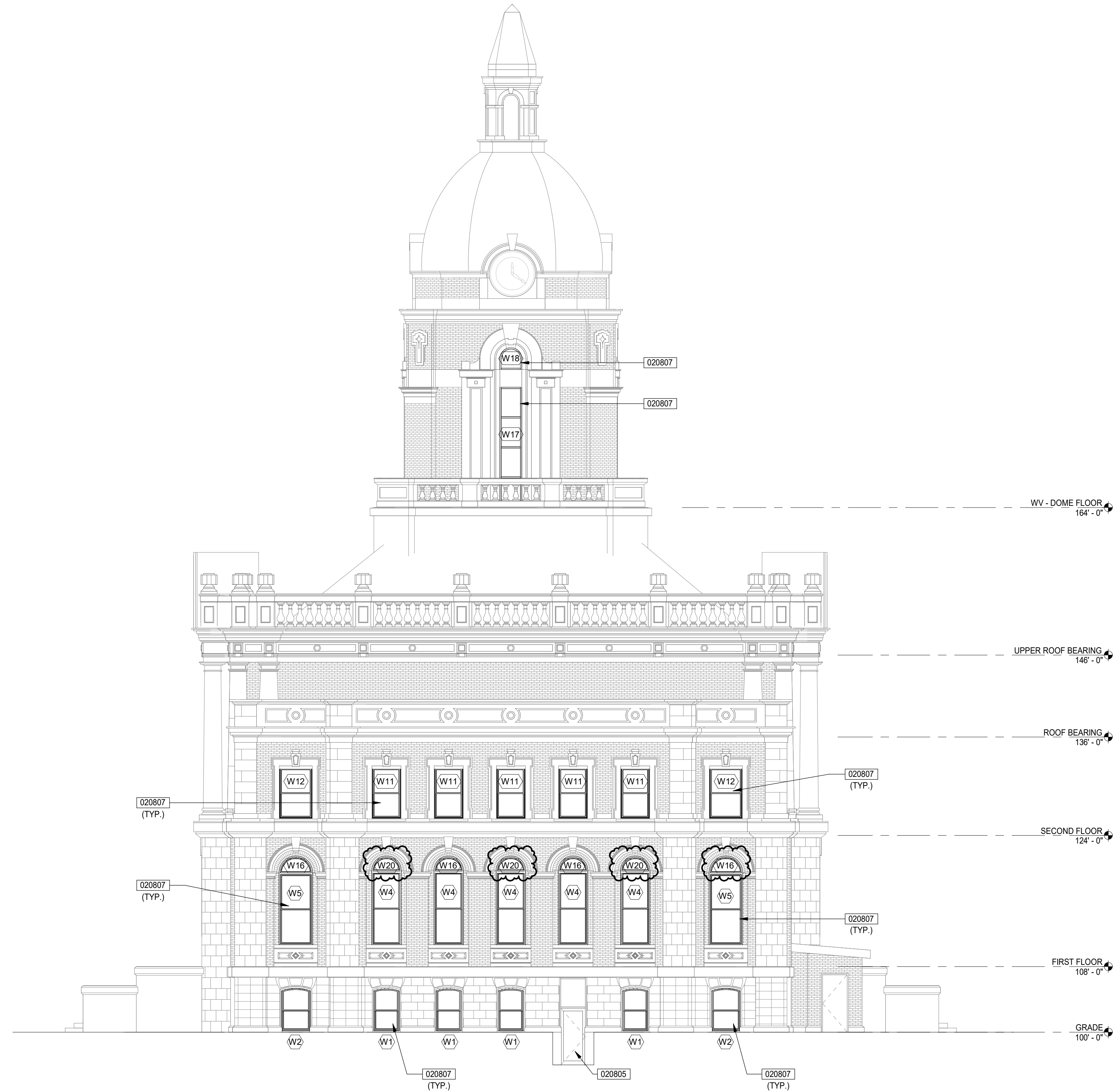
DESIGNED:	APPRVD:	DATE:	PROJECT NUMBER
ZJF	ZJF	FEBRUARY 24, 2026	2561-4071-50

INDIANA
ELKHART COUNTY
COURTHOUSE WINDOW REPLACEMENT

GOSHEN
ARCHITECTURE

A3.1

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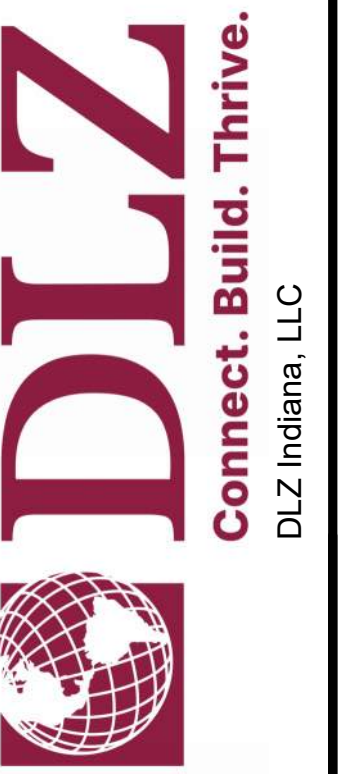
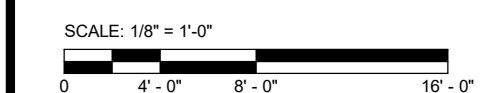
1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

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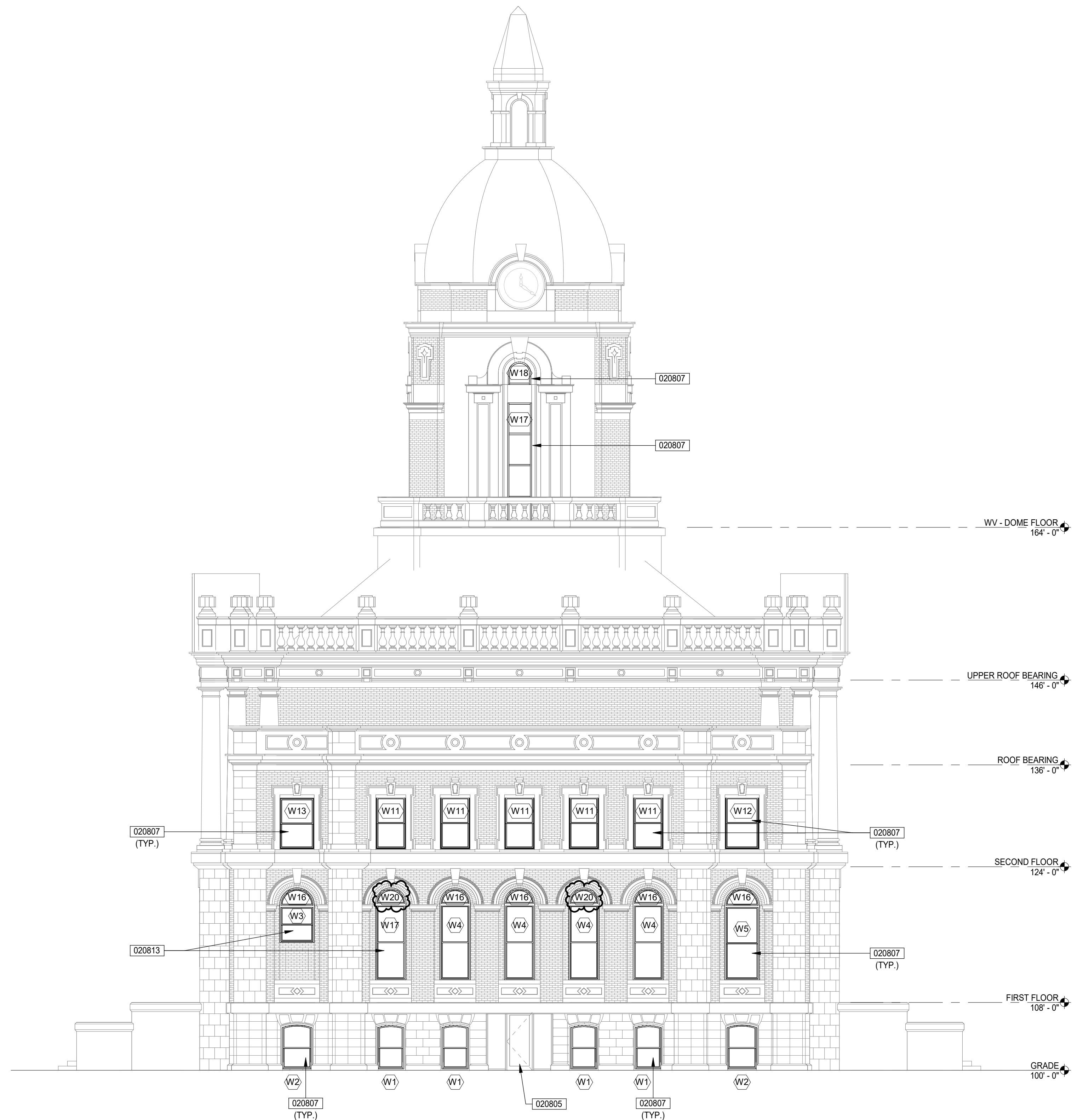
KEYNOTES

- 020805 EXISTING STOREFRONT SYSTEM TO REMAIN
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DATE	03/11/2026
NO.	1
REVISION	ADDENDUM 3
INDIANA	
ELKHART COUNTY	
COURTHOUSE WINDOW REPLACEMENT	
GOSHEN	
NORTH EXTERIOR ELEVATION	
DRAWING NUMBER	A5.1
ARCHITECTURE	
INDIANA	
ELKHART COUNTY	
COURTHOUSE WINDOW REPLACEMENT	
GOSHEN	
NORTH EXTERIOR ELEVATION	
DRAWN: ZJF	CHKD: SPK
DESIGNED: ZJF	APPRVD: ZJF
DATE: FEBRUARY 24, 2026	PROJECT NUMBER
	2561-4071-50

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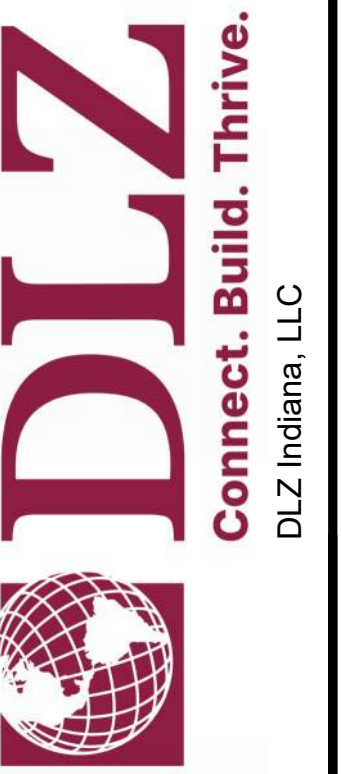
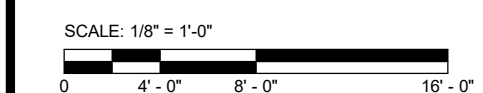


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KEYNOTES

- 020805 EXISTING STOREFRONT SYSTEM TO REMAIN
- 020807 REMOVE EXISTING WOOD WINDOW SYSTEM, INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. REMOVE, SALVAGE, MODIFY, AND REINSTALL EXISTING TRIM IF REQUIRED TO ACCOMMODATE INSTALLATION OF NEW WINDOWS
- 020813 REMOVE EXISTING STEEL WINDOW SYSTEM, INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. EXISTING STEEL AT INTERIOR JAMBS, HEAD, SILL, AND TRIM TO REMAIN.



NO.	REVISION	DATE
1	ADDENDUM 3	03/11/2026

DRAWN: ZJF	CHKD: SPK
DESIGNED: ZJF	
APPRVD: ZJF	
DATE: FEBRUARY 24, 2026	
PROJECT NUMBER	2561-4071-50

INDIANA
ELKHART COUNTY
COURTHOUSE WINDOW REPLACEMENT
GOSHEN
SOUTH EXTERIOR ELEVATION

DRAWING NUMBER
A5.2
ARCHITECTURE

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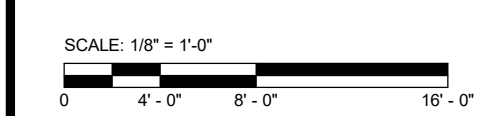
1 EAST ELEVATION
SCALE: 1/8" = 1'-0"

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KEYNOTES

- 020603 EXISTING WOOD PANELING TO REMAIN
- 020803 EXISTING STAINED GLASS WINDOW AND FRAME TO REMAIN
- 020807 REMOVE EXISTING WOOD WINDOW SYSTEM, INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. REMOVE, SALVAGE, MODIFY, AND REINSTALL EXISTING TRIM IF REQUIRED TO ACCOMMODATE INSTALLATION OF NEW WINDOWS
- 020813 REMOVE EXISTING STEEL WINDOW SYSTEM, INSTALL NEW PRE-FINISHED METAL CLAD WOOD WINDOW SYSTEM. EXISTING STEEL AT INTERIOR JAMBS, HEAD, SILL, AND TRIM TO REMAIN.
- 020814 EXISTING WOOD FRAMED ENTRANCE SYSTEM TO REMAIN



NO.	REVISION	DATE
1	ADDENDUM 3	03/11/2026

DRAWN: ZJF	CHKD: SPK
DESIGNED: ZJF	
APPRVD: ZJF	
DATE: FEBRUARY 24, 2026	
PROJECT NUMBER	2561-4071-50

INDIANA
ELKHART COUNTY
COURTHOUSE WINDOW REPLACEMENT
EAST EXTERIOR ELEVATION

DRAWING NUMBER
A5.3
ARCHITECTURE

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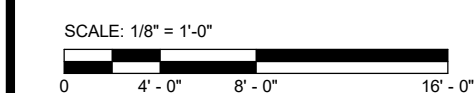
1 WEST ELEVATION
SCALE: 1/8" = 1'-0"

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- 020803 EXISTING STAINED GLASS WINDOW AND FRAME TO REMAIN
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- 020814 EXISTING WOOD FRAMED ENTRANCE SYSTEM TO REMAIN



NO.	REVISION	DATE
1	ADDENDUM 3	03/11/2026

DRAWN: ZJF	CHKD: SPK
DESIGNED: ZJF	APPRVD: ZJF
DATE: FEBRUARY 24, 2026	PROJECT NUMBER: 2561-4071-50

INDIANA
ELKHART COUNTY
COURTHOUSE WINDOW REPLACEMENT
WEST EXTERIOR ELEVATION

DRAWING NUMBER
A5.4
ARCHITECTURE