SECTION 01720

PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 SUMMARY:

A. This section describes the definitions, recording and maintenance requirements and the submittal requirements for record documents.

1.2 DEFINITIONS:

A. The Project Record Documents are intended to indicate all changes and deviations from the original contract documents and permanently record the as-built condition of material, equipment and structure. The project record documents shall include the contract drawings, project manual, addenda, change orders, modifications and clarifications, field directives, approved shop drawings, approved product data, manufacturers certificates and project test results.

1.3 SUBMITTALS:

A. Submit the project record documents in conformance with Section 01700 and prior to the final applications for payment. The final application for payment will not be approved prior to the submittal of record documents.

1.4 QUALITY ASSURANCE:

A. The project record documents shall be updated at a minimum on a weekly basis and shall be readily available for inspection by the Owner and Consultants. Maintain a separate set of complete documents for exclusive use of record documents and protect the documents from damage in a clean, dry location. Note: Progress applications for payment will not be approved if record documents are not current.

B. The record documents shall contain a clear, legible record of all detail and dimensional changes and locate all concealed work including, but not limited to:

1. Interior and exterior utilities.
2. Valves.
3. Dampers.
4. Controls.
5. Junction boxes.
6. Clean-outs.
7. Access doors.

C. The project manual (specifications) shall indicate all manufacturer's products
complete with catalogue number and trade name of products installed. All changes
and corrections to the project manual shall be clearly indicated.

END OF SECTION 01720