

the contract documents

Intent, Who Do We Address, and What to Avoid

WHAT THE DRAWINGS AND THE SPECIFICATIONS ARE NOT

"The Construction Documents **are not** intended to be a complete set of instructions on how to construct a building."

Construction means, methods, techniques, sequences, procedures and site safety precautions, are customarily assigned as responsibilities of the Contractor to give the Contractor latitude in preparing bids and carrying out the construction phase. The Contractor determines the assignment of work to specific trades and subcontractors. The Contractor also manages the logistical matters such as the sequence of operations, scheduling, design of temporary supports and facilities, selection of appropriate equipment, and project safety"

"Construction Documentation" by Fallon and Crocco, 14th edition.

CAUTIONARY NOTE

MSDS (Material Safety Data Sheets) or SDS Sheets are published by the manufacturers listing the contents ("ingredients") in their products. MSDS and SDS are frequently included in the Contractor's submittals during Contract Administration.

DO NOT REVIEW THEM, or stamp them as "reviewed" **ever**, because they include handling instructions and safety provisions (like "wear goggles or boots"). If we stamp them as "reviewed," we are stating that we looked at and approved these provisions. So please return MSDS sheets and ask the Contractor not to submit them again unless the project is LEED. For LEED projects, we receive MSDS for documentation of LEED requirement only.



WHO ARE WE ADDRESSING

- The Construction Documents are part of the Contract for Construction. This contract is between the Owner and the Contractor, therefore all the notation in the Drawings and the Specifications is addressed to the Contractor - NOT to the subcontractors, or to the vendors, or to the providers, or to anyone else.
- Notation should not include instructions on who does what part of the Work. Do not use (and if found, delete) notation which addresses division of the work by trades. For example:
 - Some manufacturer's details have notation such as "Provided by Clark Pacific" and in the same detail "Provided by others". Delete this type of notation which indicates who does what.
 - Notes like "Painter shall paint this before installing" which delegates a portion of the work to a trade. Again, who does what and when is the Contractor's determination.

RISK MANAGEMENT

THIS IS VERY IMPORTANT: Avoid text or graphics on the Drawings that indicate "ways and means" and **SPECIALLY** job safety issues.

"Ways and means" are the methods and tools used for doing something. So, for example, we do not tell the Contractor to use scaffolding or where to put it; however, we make sure that in the

Contract for Construction there is language that states that scaffolding is the sole responsibility of the Contractor.