SECTION 27 0504 – COMMUNICATIONS CONTRACTOR QUALIFICATIONS

PART 1 – GENERAL

1.01 SECTION INCLUDES:

A. Provide complete documented contractor qualifications to include but not to be limited to registrations, certifications, references, referrals, evaluation questionnaires, statements of division of responsibilities, sub-contractor/s, etc. as indicated on the drawings, specified or otherwise required.

1.02 RELATED SECTIONS:

A. The General Conditions, Supplementary Conditions, Instruction to Bidders and all applicable portions of Division 01 – General Requirements apply to work of this Section. Contractor is held to have become familiar with these provisions contained therein.

B. Section 27 0502 Required Submittals for Communications

1.03 SUBMITTALS

A. Provide complete documented contractor qualifications, to include but not be limited to, registrations, certifications, references, referrals, evaluation questionnaires, statements of division of responsibilities, sub-contractor/s, etc. as indicated on the Drawings, specified or otherwise required.

B. Within ten (10) working days of receipt of “Notice to Award”, Contractor shall submit the following:

C. Completed Contractor Reference Questionnaire Forms, currently completed, signed and dated for the project, from three (3) reference clients for projects of similar size and complexity completed in the past three (3) years.

D. Two (2) copies of the “Contract”, “Letter of Intent” or Owner and Engineer Approved Equal, documenting the relationship between the Primary Contractor and the Subcontractor, if applicable, as per Section (CONTRACTOR REQUIREMENTS). Representatives of both Contractors shall sign and date the document.

E. RCDD’s Resume: Should the RCDD change or be re-assigned during the project, the new RCDD shall follow the same procedure of review and acceptance by the Owner, Engineer and Architect.

F. Provide the Project Foreman’s name, resume and supportive documentation for Registered Installer/Technician.

G. Provide documentation verifying all Tradesmen/Technician’s Registered Certification.

H. The Contractor shall submit copies of current Hubbell/Superior Essex certifications verifying the Contractor as a qualified installer/contractor under the Hubbell/Superior Essex Extended Warranty Program.

I. Failure to provide project information and certifications will eliminate the bid from consideration and/or place the Contractor in a “Non-Compliance/Failure to Perform” status.

1.04 QUALITY ASSURANCE:

A. The Communications Contractor shall be experienced in all aspects of the work required under the Contract and shall be required to document first-hand experience on recent projects of similar size and scope. Provide documented experience in the business of communications systems installations of not less than five (5) years. Provide documentation indicating successful completion of a minimum of five (5) similar sized projects in the past three (3) years.

B. The Communications Contractor selected for the project must be certified by the manufacturer of the products (Hubbell/Superior Essex), to adhere to the engineering, installation and testing procedures and utilize the authorized manufacturer’s components and distribution channels in provisioning the project.

C. The Communications Contractor shall be currently registered and certified by~~,~~ Hubbell/Superior Essex prior to the submission of Bid Documents as a qualified installer/contractor under the Hubbell/Superior Essex Extended Warranty program. The Contractor shall maintain Hubbell/Superior Essex Registration and Certification throughout the project duration.

D. The Communications Contractor, the Cable Manufacturer, the Connectivity Manufacturer and the Distributor shall collaborate and work in partnership with one another as to provide the Owner with a U.L. or E.T.L. independently verified cabling installation that is guaranteed to perform at levels above and beyond the TIA-568.2-D Category-6 and 6A standards, as per the minimum acceptable Full Channel Performance specification contained herein. The partnership shall make available optional U.L. or E.T.L. independent testing and verification of the completed installation.

E. Communication Contractors utilizing the services of a Subcontractor to meet any of the requirements of this specification shall provide the following information and documentation:

1. The name of each Subcontractor together with the Subcontractor’s responsibilities and scope of work within the Contract.

2. The name of the RCDD who will be the RCDD of record for the Contract, whether such individual be an employee of the Contractor or the Subcontractor. There shall be only one RCDD of record for the Contract, whether an employee of the Contractor or of his selected Subcontractor.

3. The Primary Contractor may not change the Subcontractor without the written approval of the Owner and Engineer, upon submission of a written request, a minimum of three (3) working days prior to signing of contracts.

4. The written request shall detail acceptable cause, subject to the approval of the Owner and Associate, and shall be supported by all the submittal requirements called for in this section for any new proposed Subcontractor.

F. The Communications Contractor shall own and maintain the tools and equipment necessary for the successful installation and testing of the optical fiber, category 6 and 6A copper cabling, copper backbone cabling and the CATV cabling distribution systems, and shall have personnel who are adequately trained in the proper use and care of such tools and equipment.

G. The Communications Contractor shall have a Registered Communications Distribution Designer (RCDD) on staff who will ultimately be responsible to the Associate and Owner for all work performed by the Contractor and/or his subcontractors under this Specification and the associated communication specifications.

H. The RCDD shall have the authority of the Contractor to make immediate decisions regarding implementation of changes to the project as directed by the Owner, Engineer and Architect.

I. The RCDD shall have sufficient experience in this type of project to be able to answer questions of field forces during installation and anticipate problems and ensure the smooth and timely transition to the new communications system being installed.

J. If in the opinion of the Owner and Associate the RCDD does not possess or demonstrate adequate qualifications to support the project, the Owner reserves the right to require the Contractor to assign a RCDD who, in the Associate’s and/or Owner’s opinion, possesses the skill necessary to complete the project. Acceptability of qualifications of the RCDD shall be made solely by the Owner, Associate, and Architect and shall be based upon, but not limited to the following:

1. Demonstrates a thorough knowledge and understanding of the latest revisions of TIA-568-C.3 and -C.4 AND TIA-568.2-D specifications for cabling and connectors 5e, 6 & 6A, TIA-569-D, -570-C, -570-C, -606-B, -607-C, and the latest edition of the BICSI Telecommunications Distribution Methods Manual (TDMM).

2. Information provided by and the recommendations of Reference Accounts.

3. A demonstrated history for the timely submittal of shop drawings, test equipment descriptions, test procedures, test set-up parameters and calibrations, reports, schedules, etc.

4. Demonstrated ability for the maintenance of project documents, records, drawings, schedules, progress reports, as-builts, etc. on the construction project in a current and up-to-date condition and available for inspection.

5. Demonstrated ability and willingness to coordinate, communicate and cooperate with other contractors, vendors, trades, the Owner, Associate, Architect, and others as may be required and/or requested.

6. Demonstrated ability to properly supervise, oversee and manage the project and installation crew so as to ensure compliance with Engineering Documents and Industry Standards.

7. A demonstrated and verifiable commitment to a continuing and on-going educational program designed and intended to maintain the RCDD’s knowledge and expertise consistent with the latest industry standards and developments (such as BICSI educational programs and other relevant seminars, etc.)

K. The RCDD shall be a full-time employee of the Contractor/ Subcontractor. Part-time or “contracted employees” are not acceptable.

L. Installation of the communications raceway systems shall be performed under the direction and supervision of the Contractor’s designated Project Registered Communications Distribution Designer (RCDD).

M. Drawings, specifications and other contract documents are intended to comply with or exceed industry standards and code requirements. The Contractor shall notify the Engineer in writing of any discrepancies or conflicts for resolution. In the absence of a written Owner and Engineer accepted resolution, the more stringent criteria shall apply.

N. Project Foreman shall be approved by the Owner and Engineer and shall be a BICSI Registered Installation Cabling Technician as noted per the following or an Owner and Engineer approved equal.

1. Have a minimum of five (5) years continuous active experience as a BICSI Certified Installation Technician and possess current certification.

2. Have completed the BICSI Installer Level 2 – Copper and BICSI Installer Level 2 – Optical Fiber Instructional classes at a BICSI Authorized Training Facility (post 01/01/09, ITSIMM 5th Edition).

3. Have completed the BICSI Installer – Technician Instructional Class and have passed the certification examinations at a BICSI Authorized Training Facility (post 01/01/09, ITSIMM 5th Edition).

O. No more than two (2) apprentices or BICSI Installers Level 1 shall be under the supervision of a single Installer/Technician at any one time.

P. Tradesmen and technicians performing communications installation functions under this specification shall be registered certified installers for the vendor/manufacturers extended warranty program.

PART 2 – PRODUCTS - NOT USED

PART 3 – EXECUTION

3.01 SPECIAL CONDITIONS

A. Computer, voice or other systems may or may not be required to be taken off-line or removed from service during this contract. Other specific instructions may be found in the Project Specification accompanying this document.

B. Computer, voice, or other systems associated with this work will not be taken off-line or removed from service during normal working hours. These systems are critical to the provision of services to the Owner's clients and shall not be interrupted by the Contractor's activities. Arrangements must be made by the Contractor to coordinate any such activities. The Contractor shall be required to work around the above conditions, as well as work with the Owner's staff to minimize disruptions to normal Owner activities.

C. Contractor shall provide 3 working days written notice of the need to disconnect any existing computer, voice, or other systems to the Owner and copy the Associate. The Owner, Associate, Architect and Contractor shall schedule such outages as required, directed or as stipulated elsewhere in the project specifications, appendices, or schedules. System outages shall be performed only with the authorized consent of the Owner, Associate and Architect. The Contractor shall perform no testing, outages, modifications, or other functions on active operating systems without prior approval of the Owner, Associate and Architect. The Contractor will be responsible for any damages, expenses incurred, or losses suffered by the Owner or others caused by his unauthorized actions.

3.02 INSTALLATION

A. Project Foreman will be responsible to the Contractor’s RCDD and Owner, Engineer and Architect for all aspects of project quality of installation and compliance with standards, specifications and the Engineering drawings.

1. Project Foreman shall have an office in a designated office area as approved by the Owner at the project site and shall be on-site whenever work is being performed and installation crews are present.

B. Project Foreman shall maintain and update all job-related documentation including but not limited to record drawings, specifications, addenda, and bulletins, drawings and other pertinent contract documents.

1. Documents shall be readily and conveniently available to the tradesman and technicians for reference.

2. Keep a master copy of project schedules and as-builts at the jobsite office at all times.

C. Workmanship by the Contractor shall be of the highest quality.

1. Tradesmen and technicians performing work under this specification and associated communication specifications shall be enrolled in or have completed the NJATC installer/technician apprenticeship program, be a BICSI registered installation cabling installer/technician or an Owner and Engineer approved equal.

2. Apprentices or tradesmen with two (2) years or less experience and completion of an approved training program shall work under the direct supervision of a BICSI Registered Installation Cabling Installer or a tradesman with a minimum of five (5) years of Owner and Engineer approved experience after completion of an approved training program.

3. Non-registered installers, classified as “cable pullers” or other non-approved classification are not approved and shall be removed from the jobsite.

4. Project Foreman shall coordinate all activities and interaction with other trades and Contractors on-site, and he shall direct and supervise all tradesmen and subcontractors working under him.

D. Contractor’s Project Foreman shall make weekly written project progress reports to the Owner and Engineer.

1. Report shall include, but not be limited to; work completed, problems encountered, corrective solutions proposed, resolution actions approved and/or taken, all changes, bulletin items, alternative proposals or solutions for consideration, approval or implemented, scheduling or delivery problems, conflicts and/or coordination problems with other trades, Contractors or in design elements, etc.

2. Report shall be prepared by the Project Foreman, and shall include the name, company and telephone numbers of all pertinent individuals involved in report items, as applicable (i.e. suppliers, vendor reps, other trades, Owner representatives, etc.)

E. Contractor's Project Foreman shall immediately notify the Owner and Engineer of any existing or developing conditions or site safety issues or incidences which may adversely affect the quality, completion date or performance of the installation.

1. Notification of the Owner and Associate shall be made in a timely manner, as to minimize or eliminate changes and rework.

F. Contractor shall clean and organize his work areas daily. He shall be responsible for maintaining cleanliness in all work areas so as to not adversely affect other trades, Contractors, vendors, suppliers, or the Owner in the timely installation of equipment and/or implementation and completion of concurrent responsibilities.

G. Contractor shall be responsible for protecting any and all equipment and materials from damage during his installation process.

1. Any equipment, material and/or facilities damaged by the Contractor during, or due to, or in the performance of his contract, shall be replaced or repaired at the expense of the Contractor as directed by the Engineer.

H. Drawings, specifications and other contract documents, and the Owner’s proprietary information shall be returned to the Owner/Engineer/Architect upon satisfactory completion of the contractual work as per the contract documents.

303 ATTACHMENTS, FORMS REPORTS

A. Preliminary Contractor Qualification Form

END OF SECTION 27 0504