Nicodemus National Historic Site

304 Washington Avenue, Nicodemus, Kansas 67625

Refinish Township Hall Flooring
PMIS 353014
Drawing No: 80006

PROJECT SPECIFICATIONS

NATIONAL PARK SERVICE
April 9, 2026

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DIVISION 1 SHORT FORM GENERAL REQUIREMENTS

PART 1 – GENERAL

ITEM 1 - DESCRIPTION OF WORK

1.1 Background: Nicodemus was established as an NPS unit in 1996. It is located on U.S. Highway 24 in Graham County Kansas. Formerly enslaved African Americans left Kentucky at the end of the of post-Civil War Reconstruction period to experience freedom in the "Promised Land" of Kansas. Nicodemus represents the involvement of African Americans in the westward expansion and settlement of the Great Plains. It is the oldest and only remaining Black settlement west of the Mississippi River. Township Hall, a historic structure listed on the Historic Landmark registry, serves as the Visitor Center and Interpretive Exhibit area and experiences heavy foot traffic that has resulted in significant wear. The existing floor finish is in poor condition, with exposed wood and several areas requiring repair.

1.2 Work Covered by the Contract Documents:

A. Project Location: Nicodemus National Historic Site (NICO), work is located within the townsite of Nicodemus within Nicodemus Township of Graham County, Kansas. Note Bogue Kansas and Nicodemus Kansas share the same zip code and similar street names. This work is in Nicodemus KS. Nicodemus The address of Township Hall is 304 Washington Ave., Nicodemus, KS 67625.

B. Work consists of: This project will address the deteriorated floor finish, restore the historic character of Township Hall, and improve durability for high visitor use. Work shall be planned and executed to minimize disruption and any required closure of the building to the public. The project consists of refinishing approximately 2,350 square feet of oak strip wood flooring (2 1/2 inch wide by 1 foot long boards) in the main room of Township Hall.

<u>Scope of Work:</u>

i. **Perimeter Relief Cut**
Condensation damage has occurred along the interface between the wood flooring and the exterior walls. To reduce future moisture issues, provide a continuous and uniform perimeter relief cut at this interface to create an approximate 1/2 inch chamfered separation. Refer to Appendix B for the floor plan showing the gap location and Appendix C for the detail of the 1/2 inch chamfer at exterior perimeter walls. Assume 175 linear feet of perimeter relief cut.

Work shall be performed with great care due to the historic nature of the flooring. The intent is to preserve existing materials, finishes, and patina wherever possible. The Contractor shall anticipate concealed fasteners, irregular board widths, and substrate inconsistencies and adjust methods to avoid tear out, splintering, or damage beyond the cut limits.

Cutting operations must maintain a consistent depth and alignment, producing a clean and straight edge suitable for the final finish condition. Avoid overcutting into the wall, wood wall paneling, or any structural components. Do not pry or force boards in a way that may cause cracking or loosening. Vibration, chipping, or burning of wood surfaces shall be avoided. Dust, friction, and heat must be controlled at all times to prevent discoloration. Any damage outside the designated cut line shall be repaired or replaced to match existing conditions at no additional cost.

Mockups or test areas shall be reviewed with the project team prior to execution to confirm quality and approach.

ii. **Floor Repair and Replacement**

Damaged planks shall be repaired or replaced using in kind materials. Planks that cannot be repaired shall be replaced with new material matching existing dimensions, wood species, and color. Estimate approximately 5 square feet of plank replacement at locations indicated on Appendix B – Floor Plan.
Provide wood subfloor replacement as required. Estimate approximately 5 square feet of subfloor replacement at locations indicated on Appendix B – Floor Plan.

Remove and reinstall floor planks as necessary to complete subfloor repairs. All removals shall be performed with care to prevent damage to adjacent materials. Reinstalled planks shall be laced in to achieve a seamless appearance consistent with the existing flooring.

iii. **Surface Preparation and Sanding**

Remove failing finishes and sand the flooring to restore the natural wood surface. Provide additional sanding where the finish has completely failed. After repairs and finish removal, sand the entire floor to achieve a smooth and even surface. Aggressive sanding methods are not permitted. Heavy grit sanding and uncontrolled drum sanding may not be used.

iv. **Finishing**

Apply three coats of water based BONA HD high traffic clear polyurethane to provide long term protection. The final finish shall match the appearance of the existing flooring. Sheen to Commercial Satin. Work shall be performed by a contractor with a minimum of five years of experience in historic wood floor restoration. All equipment and techniques shall be appropriate for historic materials.

v. **New Baseboards at Exterior Perimeter Walls**

Provide new baseboards at all exterior perimeter wall locations where a relief cut is created. These baseboards shall conceal the gap between the flooring and the wall. Refer to Appendix B for locations and Appendix C for installation requirements. Baseboards at wood paneling to be ¾” thick by 5.5” tall and match color, species and look of wood paneling above. Assume 175 linear feet of new baseboards.

vi. **Preservation Standards**

All work shall comply with the Secretary of the Interior’s Standards and Guidelines for Archeology and Historic Preservation. Use the gentlest effective methods for finish removal. Remove deteriorated finishes only to the next sound layer. Use compatible coating systems. Protect all adjacent historic features from damage. Abrasive cleaning

shall be limited. Harsh chemical strippers, solvents, and power washing are prohibited.

vii. **Protection of Existing Items**
All items remaining in the room shall be protected during construction. Items requiring an acclimated environment shall be moved to the stage area of Township Hall and returned to their original locations when work is complete. These items include:

- WNPA computer/register
- Oral history exhibit (74in tall, 52in long, 17in wide)
- Historic bible and exhibit case (53in tall, 22in long, 22in wide)
- Quilt
- Edward McCabe painting
- Township Hall model
- Two (2) pianos: Spinet (56in long, 36in tall, 24in wide); Standing (60in long, 55in tall, 34in wide)
- The Park team will relocate non sensitive items and provide off site storage as needed.

viii. **Reinstallation and Protection**
The Contractor shall protect the new floor finish during the return of all items. Special care is required when moving heavy objects such as pianos and desks. Non historic elements, such as the front desk, may be temporarily disassembled to allow relocation and shall be reassembled after work is complete.

C. All work will be performed under a single contract.

D. Period of performance: Work shall be completed 90 calendar days of the start date provided on the Notice to Proceed.

i. Clarification: The Notice to Proceed will be issued with a period of performance that is all inclusive of supply lead times, material deliveries, decommissioning, installation, anticipated average weather days for location, final commissioning, and acceptance of completed work. The contractor will be expected to provide a project schedule with adequate critical path details to ensure all work is completed within the stated calendar days from issuance of the Notice to Proceed. If weather impacts project beyond typical average weather patterns, contractor shall provide documentation in request for additional days.

1.3 Existing Condition Protections:

A. Preservation of Historical and Archeological Fabric:

a. The Historic and Archeological Data Preservation Act of 1974 provides for the preservation of historical and archeological data that might otherwise be lost as the result of alterations to the terrain caused by a federal or federally licensed activity or program.

b. IF, in connection with operations under this contract, the Contractor, subcontractors, or employees of any of them, discovers, encounters or becomes aware of any possible historical or archeological remains or data, objects or sites of cultural value on the project area, such as historical ruins, graves or grave

markers, fossils, or artifacts not specifically noted within the contract. The Contractor shall immediately suspend all operations in the vicinity and continue work in other areas outside a 50 foot radius of discovery and notify the Contracting Officer immediately. When safe to do so, follow up in writing with photographs within 2 days, giving the location and nature of the findings. No objects of cultural resource value may be removed. Contracting Officer will contact other entities as required.

c. Where appropriate by reason of discovery, the Contracting Officer may order delays in the time of performance and/or changes in the work. If such delays and/or changes are ordered, the time of performance and contract price shall be adjusted in accordance with Changes clause.

d. The Contractor will be responsible for protecting the cultural resources within and adjacent to the project area from damage. In addition, the Contractor will be liable for all damage to the cultural resources caused by their actions or the actions of their agents or representatives. The Contractor shall immediately notify the Contracting Officer or their representative if any damage occurs to any cultural resource and immediately suspend work in the area in which damage has occurred until authorized to proceed.

v. The Contractor agrees to include this language within all subcontracts.

B. The structure involved in the work of this Contract is a designated historic structure listed in the National Register of Historic Places. Every precaution shall be taken by the Contractor to prevent damage to existing historical materials, structural components of the building and to the surrounding area. Should any damage be incurred as a result of the Contractor's operations at the site, it shall be repaired, or the damaged materials replaced in kind by the Contractor to the satisfaction of the Contracting Officer at no additional expense to the Government.

C. Protection of Landscaping and Surrounding Structures: There is no ground disturbance with this scope of work. The Contractor shall use caution around all trees, fencing, walks and other landscape features and surrounding structures near the work site as noted with the contract. Any such surrounding features damaged, scarred or broken as a result of the Contractor's operations at the site outside of agreed upon documented extents, shall be treated, repaired or replaced in kind to the satisfaction of the Contracting Officer at no additional expense to the Government.

ITEM 2 – PROTECTING EXISTING UTILITIES

2.1 Protecting Existing Utilities: Notify Contracting Officer (CO), Contracting Officer's Representative (COR) and utility companies as required to request location services prior to and to coordinate any excavation/digging operations, and/or for demolition if within Scope of Work.

2.2 Contractor shall be responsible for locating and preventing damage to known utilities on site or indoors. If contractor damage occurs, alert CO and COR as soon as safely possible, and repair utility at no additional expense to the Government. If damage occurs to an unknown utility, contact CO and COR as soon as safely possible.

2.3 Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Government or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated below:

A. Notify CO and COR not less than two business days in advance of proposed utility interruptions.

B. Hours for Utility Shutdowns: Shutdowns shall not exceed 2 to 3 hours. Temporary provisions will be needed by the Contractor for periods longer than stated allowance or if required for critical systems as determined by COR.

ITEM 3 - CONTRACTOR'S USE OF PREMISES

3.1 Conduct of Operations: At all times the contractor shall conduct his operations in conformance with the rules and regulations promulgated by the Secretary of the Interior for the National Park Service, and applicable park rules and regulations prescribed by the Park Superintendent. https://www.nps.gov/nico/learn/management/superintendent-s-compendium.htm

A. Communications: Contractor shall provide the Contracting Officer and COR with methods of communications including land and/or cell phone numbers (note some areas of work have limited service coverage), email and in case of emergency 24-hour contact options for duration of time operations.

B. No signs or advertisements (except those specified herein and as required for safety) shall be displayed on the construction site or within the park unless approved by the Contracting Officer.

C. Smoking is not permitted within any Federal building or within 25 feet of entrances, operable windows, or outdoor air intakes.

D. Public Use of Site: Contractor shall at all times conduct operations to ensure the least inconvenience to the public. The interior of Township Hall will be closed during construction; however, a mobile Visitor's Contact Station will be located on the front lawn throughout the construction period. The contractor must ensure that the front of the building remains accessible to the public at all times and is kept clean, unobstructed, and safe.

3.2 On-site work hours: Work shall be generally performed during normal business working hours of 8 a.m. to 5 p.m., Monday through Friday, except when otherwise indicated. Work on Saturdays, Sundays, Federal holidays, early morning, or at night may not be performed without prior consent from the CO and COR. Submit requests for work outside of the stated normal business hours to the CO and COR for approval at least 48 hours in advance of the work.

The following Federal holidays are observed by the National Park Service:
New Year's Day
Inauguration Day
Martin Luther King, Jr's Birthday
Washington's Birthday
Memorial Day
Juneteenth National Independence Day

Independence Day
Labor Day
Columbus Day
Veterans Day
Thanksgiving Day
Christmas Day

- Note: Any of the above holidays falling on a Saturday will be observed on the preceding Friday; holidays falling on Sunday will be observed on the following Monday. The specific day that each holiday is recognized for each year can be found at the following site: Federal Holidays (opm.gov).

3.3 Contractor Use of Site:

A. General: Contractor shall have limited use of the site for construction operations. Limit use of premises to construction area as shown on site plan. Do not disturb portions of Project site beyond areas in which the Work is indicated.

B. Driveways and Entrances: Keep driveways, access roads, and entrances serving premises clear and available to Government, Government's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize use of driveways and entrances.

C. Utilities
   1. General: Cost or use charges for temporary facilities shall be included in the Contract Sum as required.

   2. Water Service: Water from 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 without any additional permit costs. Use resources wisely and minimize waste of water.

   3. Electric Power Service: Electric power from 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 without any additional permit costs. Power may or may not meet your construction power tool requirements, provide generators if questionable. Use power in a resourceful manner and avoid excess power waste.

   4. Sanitary Operations:
      i. Toilets: The contractor may use the restrooms in Township Hall. The contractor shall maintain all restrooms in a clean and sanitary condition at all times.
      ii. Waste Removal / Recycling: Contractor is responsible for removing all waste created by the project. Contractors shall recycle to the highest degree possible and empty dumpsters as necessary to avoid debris on site. Locate as shown on site plan or coordinated with COR.

D. Security and Protection facilities:

1. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with state and federal environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

2. Pest Control: Follow best practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals so Project will be free of pests and their residues at project completion. Perform control operations lawfully, using environmentally safe materials.

3. Security and Temporary Enclosures: Provide and maintain temporary enclosures as required to protect the building and its contents during construction. The Contractor shall ensure that the Visitor Center remains fully secured at all times, including during demolition, material staging, and all phases of interior and exterior work.

4. Hot Work Permit: No hot work is anticipated for this scope of work.

3.4 Storage - Staging Areas:

A. Confine Storage of materials and equipment to the project staging area noted on the plans/aerial. Specific storage units shall be provided by the contractor and exact location within staging area shown in appendix A below may be discussed at the preconstruction briefing. All storage units provided by the contractor shall be in a clean and acceptable condition to the COR. Security of the materials and equipment on site is the Contractor's responsibility.

3.5 Preservation of Natural Features: N/A

3.6 Hauling Restrictions: Contractor shall verify and be responsible for the path accessing the site and obtaining / maintaining all local, state and federal permits/licenses associated with hauling/road requirements and dumping of materials associated with the project.

3.7 Waste Removal, Recycling, and General Housekeeping:

A. Keep project site in a neat, orderly, and safe condition at all times.

1. Contractor is responsible for providing dumpsters for waste and recycling and for removing all waste created by the project. Contractor shall recycle to the highest degree possible and empty dumpsters as necessary to avoid debris on site. Coordinate with COR for approved dumpster locations prior to commencing construction.

2. Dispose of waste materials and recycling legally outside the park. The contractor shall not use park dumpsters.

3. Address Recycling: Government goal is to salvage and recycle as much nonhazardous construction waste as possible. Use sustainable methods to the extent possible during this project, recycling material as much as possible within local means. Maintain accurate documentary records for submittal of all recycled materials used.

4. For all waste and recycling removals offsite, contractors shall provide estimates and/or tickets to quantify material weights and report back to the park, submit to COR for review and record filing.

3.8 Occupancy Requirements for Buildings:

A. Existing Buildings:

1. Full Government Occupancy: Government will occupy buildings that will be under construction during the entire contract period. Cooperate with Government during construction operations to minimize conflicts and facilitate Government usage. Perform the Work so as not to interfere with Government's day-to-day operations. Maintain existing exits, unless otherwise indicated.

3.9 Photo Documentation:

A. Contractor must provide existing condition, progress, and completion photos. All photos shall be in focus, show maximum range of depth of field general photo and then close up detail photo as needed. Shall be in JPEG digital form and submitted preferably electronically by email or optional via CD-R Archival Gold or DVD-R Archival Gold media with printed labels and 8 mega pixels minimum within 7 days from time of taken or as approved by COR.

B. Existing Condition Images:

1. Before starting construction, take color, dated, digital images of project site and adjacent property/roads/etc. that may be impacted by construction activity/traffic. Include existing items to remain or be salvaged from different vantage points and with context for location identification.

C. Construction Progress Images:

1. Document all sub-surface work/ trenches etc. prior to backfill with photos covering enough overall field view to show location and then zoom in for details. (Locations and dimensions shall also be noted on as built drawing set.)
2. Maintain organized index for photos with date, description, etc.
3. Additional images as needed when questions or emergency situations occur. Submit within 24 hours.

D. Completion Images:

1. Document all completed work within scope of work.
2. Maintain organized index for photos with date, description, etc..
3. Additional images as needed when questions or emergency situations occur. Submit within 24 hours.

3.10 Fire and Life Safety:

A. As a minimum, conduct one weekly 15 minute "toolbox" safety meetings. These meetings shall be conducted by a foreman or supervisor and attended by all construction personnel at

the worksite. Topics need to coincide with work scheduled for the following week. Document and submit meeting minutes to the CO and COR within one day after the meeting and document the meetings on the daily reports.

B. Comply with the requirements of NFPA 241 (Standard for Safeguarding Construction, Alteration, and Demolition Operations). Take all necessary precautions to prevent fire during construction. Provide adequate ventilation during use of volatile or noxious substances.

C. Store and handle hazardous materials in accordance with manufacturers and OSHA 29CFR1926 Subpart D requirements 1926 | Occupational Safety and Health Administration (osha.gov). Maintain readily available, on site, MSDS/Safety Data Sheets (SDS) for each chemical.

1. Immediately report all spills of hazardous materials to the CO, COR, and park.
2. Maintain a spill emergency response kit.
3. Train employees how to respond to a spill and use the emergency response kit.

3.11 Noise and Acoustics Management

A. Contractor shall not have personal radios or other media sources and they shall not be broadcast within NPS property.

B. Noise Control: Perform operations to minimize noise. Perform noise-producing work in less sensitive hours of the day or week as directed by the Contracting Officer or COR.

C. Repetitive and/or intermittent, high-level noise: Permitted only during Daytime.
a) Do not exceed the following dB(A) limitations at 50 feet:

ITEM 4 - COMMENCEMENT, PROSECUTION, AND COMPLETION

4.1 The Contractor shall commence work in accordance with the terms and conditions of the contract. Contractor shall coordinate and incorporate long lead and delivery time items within the schedule.

ITEM 5 - EXAMINATION OF THE SITE

5.1 All bidders are urged to visit the job site and examine existing conditions before submitting bids. Contractors will be accountable for understanding existing conditions. No cost changes for items visible during site visit will be allowed.

ITEM 6 - ABBREVIATIONS

6.1 The list of abbreviations, standards and organizations which may be used in/referred within the Construction Specifications or Special Provisions, may be found linked from the listed page below. On the home page, follow the link under **"Contracting and Procurement"** labeled **"NPS Reference Standards."** https://www.nps.gov/orgs/1671/do-business-with-us.htm

ITEM 7 - ACCIDENT PREVENTION

7.1 Description: The work of this section consists of establishing and implementing an effective accident prevention program (APP) and providing a safe environment for all personnel and visitors.

7.2 Submittals:

A. Accident Prevention (Safety) Plan (APP): Submit a **site-specific** accident prevention (safety) plan. The Plan shall be written to comply with OSHA and project requirements (a generic plan is not acceptable) including but not limited to the following:

1. Name and qualifications of responsible supervisor to carry out the program.
2. First aid and rescue procedures.
3. Training, both initial and continuing.
4. Outline of each phase of the work, the hazards associated with each major phase, and the methods proposed to provide for property protection and safety of the public, National Park Service personnel, and Contractor's employees. Identify the work included under each phase, with a Job Hazard Analysis (JHA)/Job Safety Analysis (JSA), etc. A sample JHA template may be provided upon request.
5. Planning for possible emergency situations, such as cave-ins, earthquake, explosions, fires, floods, power outages, slides, and windstorms. Such planning shall take into consideration the nature of construction, site conditions, and degree of exposure of persons and property.
6. Contractor to identify nearest location of medical facility for emergencies
7. Recognition that works will be performed in remote areas with limited communication or cell phone coverage if applicable.
8. Supplemental hazard specific plans may be required IAW 29 CFR 1926 or 1910.

B. Meeting and Inspection Reports: Safety Meetings: As a minimum, conduct 15 minute "toolbox" safety meetings. These meetings shall be conducted by a foreman and attended by all construction personnel at the worksite. Submit a report of safety meetings and inspections to CO and COR within one day after the meeting and document the meetings on the daily reports.

7.3 Qualification of Employees:

A. Ensure that employees are physically qualified to perform their assigned duties in a safe manner to include operators of vehicles and equipment. Provide operating instructions for all equipment.

B. Do not allow employees to work whose ability or alertness is impaired because of drugs, fatigue, illness, intoxication, or other conditions that may expose themselves or others to injury.

7.4 Accident Reporting: The Contractor shall report all accidents to the CO and COR as soon as safely possible and assist the CO and COR and other officials as required in the investigation of the accident.

7.5 First Aid Facilities: Provide access to facilities for the number of employees and appropriate to the hazards associated with the types of ongoing construction work at the site.

7.6 Emergency Instructions: Post telephone numbers and reporting instructions for ambulance, physician, hospital, fire department, and police in conspicuous locations at the work site.

7.7 Personal Protective Equipment (PPE): It is the Contractor's responsibility to require all those working on or visiting the site to wear necessary protective equipment at all times.

A. PPE must meet requirements of applicable ANSI standards. Selection shall conform to OSHA 29CFR 1926 Subpart E.

B. A hard hat use area shall be designated by the Contractor. The hard hat area shall be posted by the Contractor in a manner satisfactory to the Contracting Officer.

C. All PPE will be serviceable at all times. At a minimum, maintain 2 sets of PPE including hard hats and all other Accident Prevention Plan required equipment.

7.8 Hazardous Materials: It shall be the responsibility of all operators and contractors, functioning within the park to properly cleanup, mitigate and remediate if necessary, all unauthorized discharges of hazardous materials or non-hazardous chemical and biological products released from fleet and/or other support vehicles or stationary sources. Response shall be consistent with guidelines established by federal, state, and local regulations, and as outlined within the operator's Safety or Hazardous Materials Business Plan.

A. If a spill, leak, or other release occurs, the operator shall as soon as possible, without impeding cleanup, notify the local 911 Emergency Response, COR and or the National Park Service Emergency Dispatch.

ITEM 8 - PRECONSTRUCTION CONFERENCE

8.1 If the Contracting Officer decides to conduct a preconstruction conference, the successful offeror will be notified and will be required to attend. The Contracting Officer’s notification will include specific details regarding the date, time, and location of the conference, any need for attendance by subcontractors, and information regarding the items to be discussed. See Item 9.1C below.

ITEM 9 - SUBMITTALS

9.1 General Contracting Submittal Procedures:

A. General: Prepare and submit submittals required by individual Technical Specification Sections. Types of submittals are indicated in individual specific sections.

1. CM-16 Transmittal Form: All submittals shall be transmitted via electronic email using National Park Service form CM-16 form. The form will be provided by the Contracting Officer. No action will be taken on a submittal item unless accompanied by the CM-16 transmittal form. Submit completed CM-16 forms to the CO and the COR

B. Submittal List: administrative required submittals are listed below in 9.1.C and does not include technical section submittal requirements included in each technical section.

C. Preconstruction Conference Submittal: Satisfactory evidence of liability insurance coverage and workman's compensation, and any applicable bonds, must be submitted within 10 calendar days of Notice of Award. The following items are to be submitted prior to the Preconstruction Conference or as specified at the CO's discretion. The timeline for the documents to be submitted will be addressed at the pre-construction conference for those items that were not received and approved prior. Notice to Proceed may not be issued, and the Contracting Officer will consider other contractual remedies if not resolved as directed. Work shall not commence until written Notice to Proceed has been issued. Contracting Officer will notify Contractor of tentative date for the Pre-Construction Conference:

1. Letter designating Project Superintendent.
2. Construction Schedule. (Must include shop drawings, procurement time including long lead time items, mobilization, trade work progression and completion at minimum.)
3. A comprehensive breakdown of the Schedule of Values.
4. Accident Prevention (Safety) Plan (see section 7 of this document).
5. A list of Subcontractors for this project.
6. Written statements from subcontractors certifying compliance with applicable labor standard clauses (SF1413).
7. Quality Control Plan.
8. Waste Management Plan.
9. Historic Preservation Treatment Plan Submitted to COR.

9.2 Project Submittal Process (Shop Drawings, Product Data, and Samples): Contracting Officer will provide sample cover sheet and a list of required submittals is included in each technical specification or attached at the end of this document.

A. Shop Drawings: Indicate all coordinating materials and work impacting the installation coordination, connection details, anchorage requirements, hardware locations, and installation details and locations.

1. Submit Shop Drawings according to Part 9.1 of this section to include one digital file (.PDF or .TIF) and two full size hardcopy documents to COR.

B. Product Data: Provide component construction and specification data sheets, anchorage requirements and any other product specific data.

1. Submit Product Data according to Part 9.1 of this section to include one digital file (.PDF or .TIF) to COR.

C. Samples: Submit 2 color samples 4" x 6" minimum in size for all product color selections. Paint samples shall be actual paint finish drawdown for all project colors.

1. Submit Samples CM-16 Transmittal Form according to Part 9.1 of this section to include one digital file (.PDF or .TIF) and physical samples of actual material to COR.

D. For submittals specified above, forward submittals to Contracting Officer and COR at least 15 days before need for approval (depends on length of project).

E. After approving submittals, Contracting Officer and/or COR will return one copy to the Contractor. If submittals are not approved, Contracting Officer will return all copies to Contractor with reasons for rejection. Resubmit, identifying changes. Any work done before approval shall be at Contractor's own risk.

9.3 Approved Equals: All brand names noted are subject to ‘or equal’ products. If an item in this solicitation is identified as “brand name or equal” or lists more than 1 manufacturer, the description of the proposed item must reflect the characteristics and level of quality that will satisfy the Government’s needs as demonstrated by the salient physical, functional, or performance characteristics that “equal” products must meet and/or exceed that as specified in the solicitation or relevant specification. Contractor shall incorporate and be responsible for all collateral costs due to the or equal proposed as required to provide a complete project.

A. For each item proposed as an “approved equal,” submit supporting data, including:

1. Drawings and samples as appropriate.
2. Comparison of the characteristics of the proposed item with that specified and with the salient characteristics provided.
3. Changes required in other elements of the work because of the substitution.
4. Name, address, and telephone number of vendor.
5. Manufacturer’s literature regarding installation, operation, and maintenance, including schematics for electrical and hydraulic systems, lubrication requirements, and parts lists. Describe availability of maintenance service, and state source of replacement materials.

B. A request for approval constitutes a representation that General Contractor:

1. Has investigated and shall provide documentation in request showing that the proposed item is equal or superior in all respects to the salient characteristics specified.
2. Will meet or exceed warranties for the proposed item specified.
3. Has determined that the proposed item is compatible with interfacing items.
4. Will coordinate the installation of an approved item and make all changes required in other elements of the work because of the substitution.
5. Waives all claims for additional expenses that may be incurred as a result of the substitution.

C. Approved Equals will be evaluated and approved/disapproved during the submittal process.

9.4 Schedule of Values: Submit the Schedule of Values a minimum of one week prior to the Preconstruction Conference for COR review. Schedule of Values shall include defined work line items with cost break downs including labor, material, and equipment for COR approval.

9.5 Progress Reporting: The initial Construction Schedule and Schedule of Values are required a minimum of one week prior to the Preconstruction Conference. After the Notice to Proceed is issued and after on-site work begins, progress will be documented via daily logs and by providing an updated Construction Schedule and Schedule of Values when requested, but minimally with each pay application. Submit digital copy electronically (PDF preferred) of all required documents. Construction Schedules are normally in bar chart form and indicate estimated starting and completion dates for each part of the work. For a pay application to be reviewed and processed in

a timely manner, the following information must either be submitted prior to or accompany submission of the pay application:

A. Daily/weekly progress reports during construction as part of the administration process.

B. Updated Schedule of Values: Breakdown each lump-sum item into component work activities used in the schedule, for which progress payments may be requested. The Schedule of Values will form the basis for payment. The work activities broken out within the schedule of values shall be integrated into and made a logical part of the construction baseline schedule submitted under this specification. The total costs for the component work activities shall equal the contract price for that lump-sum item. The Contracting Officer may request data to verify accuracy of dollar values. A sample Schedule of Values format may be provided upon request.

ITEM 10 – TEMPORARY SERVICES

10.1 It is the Contractor's responsibility to provide temporary services, equipment, tools, and skilled labor as required for the chosen means and methods to perform the work in accomplishing this Contract.

ITEM 11 - PROJECT CLOSEOUT

11.1 Description: The work of this section consists of final cleanup, closeout submittals, final inspection procedures working toward Final Acceptance.

11.2 Cleaning: Remove all tools, equipment, surplus materials, and rubbish. Move attic stock to location coordinated with COR. At time of final inspection, project shall be thoroughly clean and ready for intended use. Inspector holds the right to reschedule if project is not ready for inspection.

11.3 Completion and Final Inspection: Contractor shall submit written certification of project completion and request a final inspection to the Contracting Officer and COR. The Contracting Officer or designee will make an inspection within 10 days of receipt of request or at a mutually agreeable time.

A. If the work is determined to be complete following the final inspection with minor comments, the COR will prepare and provide the Contractor a Punch List noting outstanding items to be addressed.
B. If the work is not determined to be complete following the final inspection, the Contracting Officer will notify Contractor in writing, stating reasons. Contractor, after completing the work according to the Contract Documents, shall resubmit completion and request a new final inspection. Re-inspection costs may be charged against the Contractor in accordance with the Inspection of Construction contract clause.

C. Contractor shall complete the Punch List within 30 calendar days, or a time directed by the CO.

D. Once Contractor completes all items of work on the Punch List and all contractually required items are accepted, Contracting Officer will issue Letter of Final Acceptance of Work and request the final pay application.

E. If the Contractor fails to complete the work within the time frame, the Contracting Officer may correct the work with an appropriate reduction in contract price or charge for re-inspection costs in accordance with the Inspection of Construction contract clause.

F. Disposition of any permits and warranties required by the specifications in this section.

11.4 Final Acceptance of the Work: After all punch list deficiencies have been corrected, a Letter of Final Acceptance will be issued. A Release of Claims document must be executed and submitted to the Contracting Officer before final payment can occur.

11.5 Warranties

A. Construction Warranty shall be based on date of final acceptance of the work and remain in effect for one year.

B. Provide all manufacturer warranty information of products installed organized by Division. All contact information, extent of coverage and conditions shall be clearly noted as well as date of overall final acceptance.

C. Information shall include operation and maintenance manuals for each warranted product.

END OF SECTION

SECTION 096400

WOOD FLOORING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:
   1. Field-finished wood flooring.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.
B. Sample: Provide a sample of a finished wood plank with three coats of water-based BONA HD high-traffic clear polyurethane, demonstrating that the wood plank, finish color and sheen matches the existing flooring. If the COR determines that the sample does not match the existing finish, the contractor shall provide additional samples for approval at no cost to the Government.
C. Samples: Provide sample of each wall base type. Sample to be painted or finished per the specifications.
D. Mock Up: Provide a mockup of the new subfloor and plank installation
E. Mock Up: Provide mockup of the perimeter relief cut.

1.3 Preservation Requirements: All work shall comply with the Secretary of the Interior's Standards and Guidelines for Architecture and Historic Preservation.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

1. Certification: Provide flooring that carries NWFA grade stamp on each bundle or piece.

B. Oak Flooring: Comply with applicable NWFA grading rules for species, grade, and cut.

1. Match existing dimensions, wood species, and color.
2. Certification: Provide flooring that carries NWFA mark on each bundle or piece.

2.2 FIELD-FINISHED WOOD FLOORING

A. Solid-Wood Flooring: Kiln dried to 6 to 9 percent maximum moisture content; tongue and groove and end matched; with backs channeled.

1. Manufacturers: Manufacturers: Kentucky Hardwood Floors, or approved equal, with minimum ten (10) years experience producing historically accurate wood flooring.

2. Grade: Select Grade Oak (or match existing grade verified in field)
3. Dimensions: Match existing thickness, face width, and lengths
4. Species and Color: Match existing

B. Urethane Finish System: Complete water-based system of compatible components that is recommended by finish manufacturer for application indicated.

1. Basis of design product: BONA HD high traffic clear polyurethane; Sheen to be Commercial Satin.
2. Stain: Penetrating and nonfading type.
3. Floor Sealer: Pliable, penetrating type. Commercial Satin finish.
4. Finish Coats: Formulated for multicoat application on wood flooring.

C. Wood Filler: Compatible with finish system components and recommended by filler and finish manufacturers for use indicated.

2.3 ACCESSORY MATERIALS

A. Wood Underlayment: Match existing.
B. Trowelable Leveling and Patching Compound: Latex-modified, hydraulic-cement-based formulation approved by wood flooring manufacturer.
C. Fasteners: As recommended by manufacturer, but not less than that recommended in NWFA's "Installation Guidelines.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Patch and replace damaged wood floor planks in strict accordance with the manufacturer’s written instructions and applicable NWFA *Installation Guidelines*. All work shall be executed with care to preserve adjacent historic flooring, finishes, and patina.

B. Maintain temperature and humidity within manufacturer-recommended ranges during sanding, finishing, and curing to prevent cupping, splitting, or finish defects.

C. Subfloor / Underlayment: Inspect the subfloor beneath damaged planks. Ensure it is sound, stable, and free of movement. Repair or replace any subfloor as required to provide a secure, level base for replacement planks.
D. Solid-Wood Plank Replacement:
1. Carefully remove damaged planks without disturbing surrounding flooring
2. Install replacement planks to match existing dimensions, species, and finish. Maintain tight, uniform alignment with adjacent boards.
3. Fasten replacement planks using blind nails or staples in accordance with manufacturer recommendations. Fill any exposed holes or minor gaps with matching wood filler
4. Avoid prying, forcing, or shifting surrounding boards. Prevent any damage to adjacent planks, finishes, or substrate.

5. Inspect all patched areas to ensure planks are level, fully secured, and visually seamless with existing flooring.

3.2 FIELD FINISHING

A. Surface Preparation and Sanding
   1. Machine-sand the entire floor to remove offsets, ridges, cups, and sanding-machine marks. Additional sanding shall be provided in areas where finishes have completely deteriorated.
   2. Pay special attention to patched or replaced planks to ensure finish matches surrounding historic flooring in color, sheen, and texture.
   3. Sanding shall be performed using methods appropriate for historic wood floors. Aggressive sanding, uncontrolled drum sanding, or heavy-grit abrasives are prohibited.
   4. Vacuum and tack all surfaces with a clean cloth immediately before applying finish
   5. Comply with applicable recommendations in NWFA's *Installation Guidelines*.
   6. Utilize a dust-containment or "dustless" sanding system to minimize airborne particles
   7. Provide temporary enclosures or barriers to prevent sanding dust from entering adjacent spaces.

B. Filling and Repairs
   1. Fill open-grained areas and minor surface defects on the entire floor and patched planks with compatible wood filler or putty to match surrounding material.
   2. Repair or fill any defects to achieve a smooth, even surface suitable for finishing.

C. Finish Application
   1. Apply three coats of water-based BONA HD high-traffic clear polyurethane, or as recommended by the finish manufacturer, to provide long-term protection.
   2. For water-based finishes, use manufacturer-recommended methods to minimize grain raise.
   3. Ensure finish matches existing flooring in appearance and sheen.
   4. Allow finish to cure fully before placing any objects on the floor. Do not cover floor until manufacturer-recommended cure time has elapsed (minimum seven days).

3.3 PROTECTION

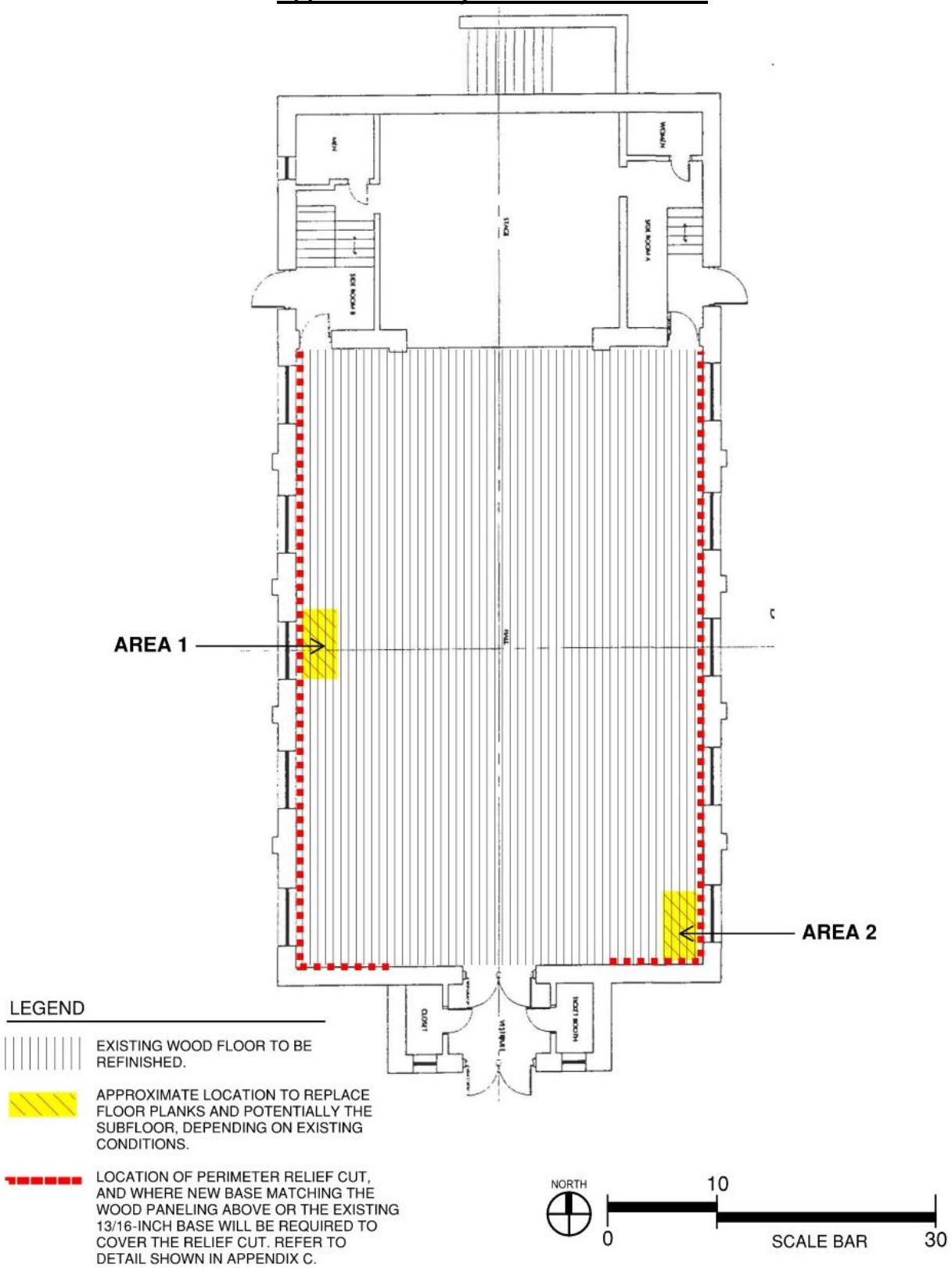
A. Protect installed wood flooring during remainder of construction period with covering of heavy kraft paper or other suitable material. Do not use plastic sheet or film that might cause condensation.

   1. Do not move heavy and sharp objects directly over kraft-paper-covered wood flooring. Protect flooring with plywood or hardboard panels to prevent damage from storing or moving objects over flooring.

END OF SECTION 096400

Appendix A Site Plan

Appendix B – Key Floor Plan and Notes



Appendix B – Key Floor Plan and Notes (Continued)

Area 1:
Replace damaged wood planks. Replace sub-floor as required.

Appendix B – Key Floor Plan and Notes (Continued)

Area 2:
Replace damaged wood planks. Replace sub-floor as required.

Appendix B – Key Floor Plan and Notes (Continued)

Photo of existing base at wood paneling:

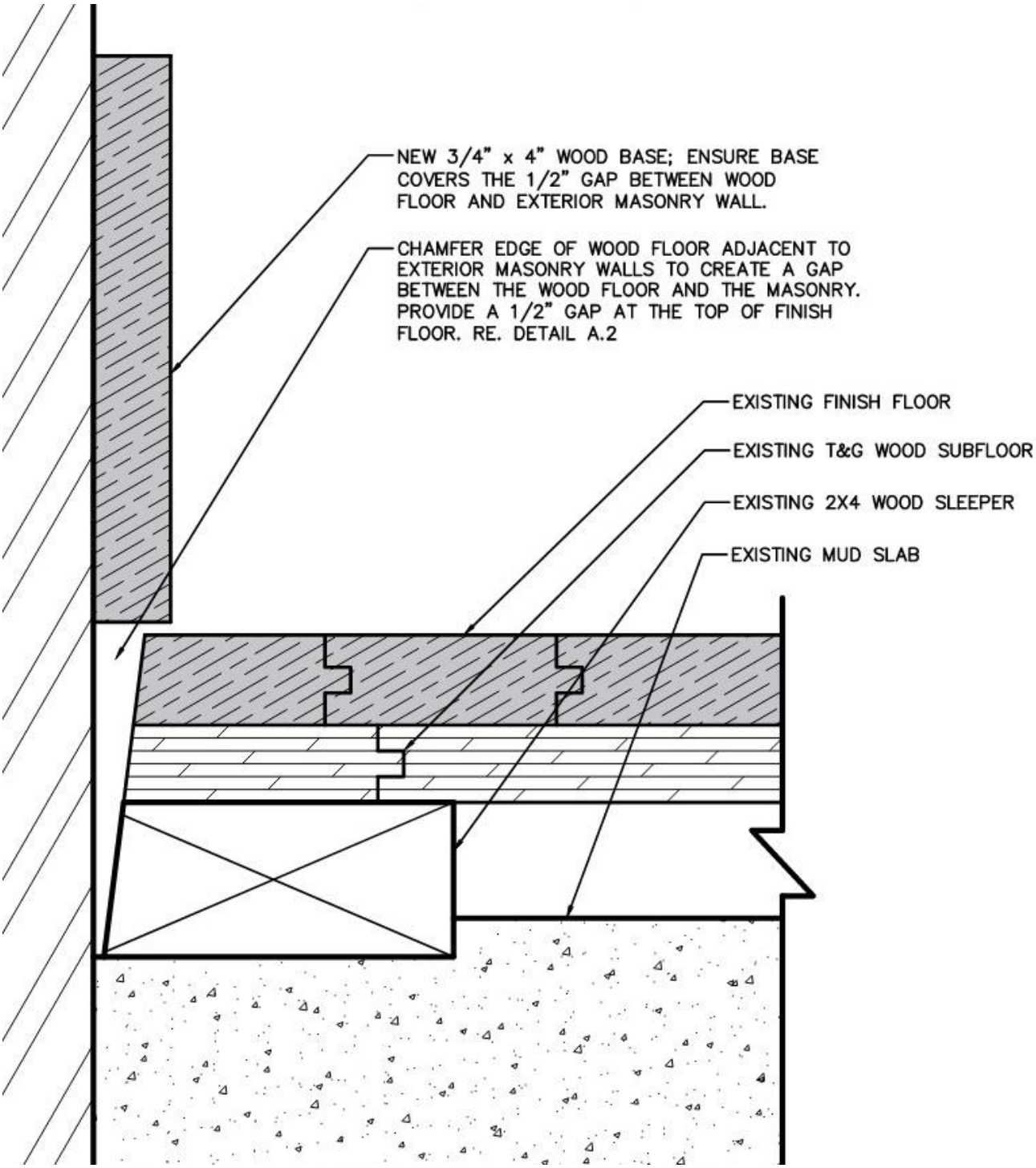
This base is used almost exclusively at the perimeter exterior walls where the new perimeter relief cut will be required. Where the existing base occurs at wood paneling on an exterior wall and is adjacent to the new perimeter relief cut, provide new base that is 3/4 inch thick by 5.5 inches tall. Match the base color, wood species, and grade to the existing wood paneling above. Ensure the new base fully covers the perimeter relief cut. Refer to Appendix C for additional detail.

Appendix B – Key Floor Plan and Notes (Continued)

Photo of existing 13/16" wide by 5.5" tall base:

Maintain the existing 13/16-inch base wherever feasible. Any new base installed in place of the existing must match its dimensions, profile, and paint color, including at all perimeter relief cuts where the 13/16" base is currently present.

Appendix C - Detail of 1/2-inch Chamfer at Exterior Perimeter Walls and New Baseboards



D - Project Photos

Image of main space taken from the main doors looking north.

Photos of Pianos

Photo of existing wood base at wall paneling.

Photo of transition of 13/16” wood base to wood paneling / trim.

General photo documenting wear in the floor finish.

General photo documenting wear in the floor finish.

General photo documenting wear in the floor finish.

General photo documenting wear in the floor finish.

General photo documenting damage to floor planks.

General photo documenting damage to floor planks.

General photo documenting damage to floor planks.

General photo documenting damage to floor planks.

SUBMITTAL LIST

NICO | 353014 | Refinishing Wood Floor in Township Hall

SUBMITTAL			REQUIREMENTS (indicate with an "X")								
			INFORMATIONAL				ACTION				
Spec. Sec.	Par. No.	Description	CERT./LAB TEST	REPORT/CALC. OR PLAN	Mfg. DATA & INSTRUCTIONS		SHOP DRAWING / SCHEDULE	SAMPLE	Mfg. DATA & INSTRUCTIONS	MOCK-UP	MAINTENANCE MATERIAL
11000	7.2	Accident Prevention (Safety) Plan (APP):		X							
11000	7.2	Meeting and Inspection Reports		X							
11000	8.1	Preconstruction Conference Submittals		X							
96400	1.2	Product Data							X		
96400	1.2	Sample - Wood Floor Repair						X			
96400	1.2	Samples - Each Type of Wood Base						X			
96400	1.2	Mock-Up New Subfloor and Plank Installation								X	
96400	1.2	Mock-Up Perimeter Relief Cut								X	