



**SPECIAL PROVISIONS  
FOR  
STRUCTURE CONDITION SURVEY**

**Woodbury County  
IM-NHS-029-6(257)147--03-97**

**Effective Date  
March 18, 2014**

**THE STANDARD SPECIFICATIONS, SERIES 2012, ARE AMENDED BY THE FOLLOWING MODIFICATIONS AND ADDITIONS. THESE ARE SPECIAL PROVISIONS AND THEY SHALL PREVAIL OVER THOSE PUBLISHED IN THE STANDARD SPECIFICATIONS.**

**120151.01 DESCRIPTION.**

**A. Summary.**

1. Furnishing pre-construction, during, and post-construction building inspections and surveys at the Verschoor Meats plant site.
2. Furnishing all labor, materials and equipment necessary to perform the work in accordance with these specifications.

**B. Survey.**

**1. Pre-Construction.**

- a. Prior to beginning the work under this section, request in writing from each property owner permission to conduct the inspection and condition survey. Include a proposed schedule for the inspection and condition survey. Request that the property owner return a signed and dated pre-printed acknowledgement giving permission to conduct the inspection and condition survey.
- b. In the event that a property owner denies access for the inspection and condition survey, notify such property owner, by certified mail, on the intent of the survey. If after 2 weeks access is still denied, the Engineer, upon review of the submitted correspondence may waive the requirement for conducting the inspection and condition survey at that location.
- c. The pre-construction inspection and condition surveys shall produce baseline documentation for comparison against future inspections and condition surveys.
- d. The building exteriors, property and environs shall be observed. The exterior condition of, but not limited to, all structures, sidewalks, curbing, pavements, landscaping features, miscellaneous site improvements, and so forth shall be surveyed. Defects such as, but not limited to, evidence of cracking, damage, discoloration, drainage, ponding and so forth shall be documented. Any existing cracks shall be located, measured and recorded at the time of inspection. All existing deficiencies, major or minor, shall be documented.

Documentation in the form of digital photographs with a written detailed log of each photograph and narrated video shall be produced. Any supplementary notes, sketches, or diagrams voluntarily produced at the contractors' discretion shall be submitted.

- e. Structure interiors including the basement shall be observed. Defects such as, but not limited to, evidence of cracking, damage, discoloration, water intrusion, basement flooding and so forth shall be documented. Any existing cracks shall be located, measured and recorded at the time of inspection. All existing structural deficiencies, major or minor, shall be documented. Documentation in the form of digital photographs with a written detailed log of each photograph and narrated video shall be produced. Any supplementary notes, sketches, diagrams of all walls, partitions, floors and ceilings, voluntarily produced at the contractors' discretion shall be submitted.
  - f. One calendar week prior to the start of construction, prepare and deliver to the Engineer two bound copies of the pre-construction inspection and condition survey containing all field notes taken, sketches and diagrams prepared, photographs obtained, digital photographs and/or digital video obtained.
- 2. During Construction.**
- a. As construction progresses, re-inspect and conduct a condition survey, in a manner that duplicates the pre-construction inspection, as often as necessary to verify the adequacy of the construction methods for prevention of damage and to obtain sufficient evidence for use in defense against possible claims of damage from third parties.
  - b. Cracks and/or structural damage documented before the start of construction shall be monitored during construction for movement or additional distress.
  - c. One calendar week after completion of an interim inspection and condition survey, prepare and deliver to the Engineer two bound copies of an inspection and condition survey report containing all field notes taken, sketches and diagrams prepared, photographs obtained, digital photographs and/or digital video obtained.
- 3. Post-Construction.**
- a. Prior to completion of sequential restoration for the reach to which this section applies, in a manner that duplicates the pre-construction inspection, re-inspect and conduct a condition survey.
  - b. One calendar week after completion of an inspection and condition survey, prepare and deliver to the Engineer two bound copies of the post-construction inspection and condition survey report containing digital photographs and digital video obtained. Any supplementary notes, sketches, diagrams, voluntarily produced at the contractors' discretion shall be submitted. The results of the post-construction inspection and condition survey shall be compared to the results of the pre-construction inspection and condition survey. Specific similarities and differences shall be noted in the report.

## **120151.02 MATERIALS.**

### **A. Photograph Requirements.**

Digital photographic images shall be stored on a DVD.

### **B. Video Requirements.**

1. Analog format video recordings on VHS tape will not be acceptable.
2. Digital format video recordings shall be stored on a DVD and viewable by standard video software such as Windows Media Player or equal.
3. Submit digital files of the original CCTV inspections to the Engineer; a summary index sheet shall be included with the submittal.

4. Ensure that the entire inspection of a particular condition survey is contained in a single recording.

#### **120151.03 CONSTRUCTION.**

##### **A. Submittals.**

1. Pre-Construction:
  - a. Inspector qualifications, both individual(s) and organization, including approval by the Contractor's insurance carrier.
  - b. Data obtained from the pre-construction inspection shall be promptly delivered to the Engineer. Conform to Article 120151.01, B, 1.
  - c. Copies of property owner notifications and all subsequent correspondence.
2. During Construction: Data obtained from each re-inspection shall be promptly delivered to the Engineer. Conform to Article 120151.01, B, 2.
3. Post-Construction: Data obtained from the post-construction inspection shall be promptly delivered to the Engineer. Conform to Article 120151.01, B, 3.

##### **B. Quality Assurance.**

Inspector Qualifications: Qualified specialists approved by the Contractor's insurance carrier subject to review by the Engineer.

##### **C. Certifications**

1. All copies of the pre-construction, interim, and post-construction inspection and condition survey reports shall be signed and dated by those taking part in the inspection. The execution of the reports shall be documented by an independent witness, such as the Engineer or property owner.
2. Nothing contained herein shall relieve the Contractor of responsibility for claims arising from the Contractor's construction operations. Failure to inspect any structure, whether or not required under this section, nor the inadequacy of the inspections performed, shall relieve the Contractor of its responsibility.

##### **D. Documentation.**

The inspections and surveys shall produce diagrams of all walls, partitions, floors and ceilings showing existing cracks, descriptions of interior basement or foundation cracks, elevations, photographs of exterior cracks or damage and such other data, including narrated videotape, as is applicable to locate and define the amount and extent of existing damage. All existing structural deficiencies, major or minor, shall be as shown.

#### **120151.04 METHOD OF MEASUREMENT.**

Per Lump Sum.

#### **120151.05 BASIS OF PAYMENT.**

Payment for Structure Condition Survey shall be made at the lump sum bid price.