SECTION 01720

PROJECT RECORD DOCUMENTS

PART 1   GENERAL

1.01 SECTION INCLUDES

A. Maintenance and Submittal of Record Documents and Samples.

1.02 MAINTENANCE OF DOCUMENTS AND SAMPLES

A. Maintain one record copy of documents at the site in accordance with the General Conditions.

B. Store Record Documents and samples in field office if a field office is required by Contract Documents, or in a secure location. Provide files, racks, and secure storage for Record Documents and samples.

C. Label each document "PROJECT RECORD" in neat, large, printed letters.

D. Maintain Record Documents in a clean, dry, and legible condition. Do not use Record Documents for construction purposes.

E. Keep Record Documents and Samples available for inspection by Owner’s Representative.

1.03 RECORDING

A. Record information concurrently with construction progress. Do not conceal any work until required information is recorded.

B. Contract Drawings and Shop Drawings: Legibly mark each item to record all actual construction, or "as built" conditions, including:

1. Measured horizontal locations and elevations of underground utilities and appurtenances, referenced to permanent surface improvements.

2. Elevations of underground utilities referenced to bench mark utilized for project.

3. Field changes of dimension and detail.

4. Changes made by modifications.

5. Details not on original contract drawings.
6. References to related shop drawings and Modifications.

C. Record information with a red pen on a set of full size original construction drawings.

1.04 SUBMITTALS

A. At contract closeout, deliver Project Record Documents to Owner’s Representative.

PART 2 PRODUC TS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION