

SECTION 01 33 23
SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES

- 1.1 Refer to Articles titled SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION (FAR 52.236-21) and, SPECIAL NOTES (VAAR 852.236-91), in GENERAL CONDITIONS.
- 1.2 For the purposes of this contract, samples, test reports, certificates, and manufacturers' literature and data shall also be subject to the previously referenced requirements. The following text refers to all items collectively as SUBMITTALS.
- 1.3 Before any work is started, the Contractor shall submit and receive approval for an accepted Submittal Registry as indicated in section 01 00 00, SUBMITTAL REGISTRY.
- 1.4 Submit for approval, all of the items specifically mentioned under the separate sections of the specification, with information sufficient to evidence full compliance with contract requirements. Materials, fabricated articles and the like to be installed in permanent work shall equal those of approved submittals. After an item has been approved, no change in brand or make will be permitted unless:
 - A. Satisfactory written evidence is presented to, and approved by Contracting Officer, that manufacturer cannot make scheduled delivery of approved item or;
 - B. Item delivered has been rejected and substitution of a suitable item is an urgent necessity or;
 - C. Other conditions become apparent which indicates approval of such substitute item to be in best interest of the Government.
- 1.5 Forward submittals in sufficient time to permit proper consideration and approval action by Government. Time submissions to assure adequate lead times for procurement of contract-required items. Delays attributable to untimely and rejected submittals will not serve as a basis for extending contract time for completion.
- 1.6 Submittals will be reviewed for compliance with contract requirements by COR on behalf of the Contracting Officer.
- 1.7 The Government reserves the right to require additional submittals, whether or not particularly mentioned in this contract. If additional submittals beyond those required by the contract are furnished pursuant

to request therefor by Contracting Officer, adjustment in contract price and time will be made in accordance with Articles titled CHANGES (FAR 52.243-4) and CHANGES - SUPPLEMENT (VAAR 852.236-88) of the GENERAL CONDITIONS.

- 1.8 Schedules called for in specifications and shown on shop drawings shall be submitted for use and information of Department of Veterans Affairs. However, the Contractor shall assume responsibility for coordinating and verifying schedules. The Contracting Officer and COR assumes no responsibility for checking schedules or layout drawings for exact sizes, exact numbers and detailed positioning of items. These tasks are the responsibility of the Contractor.
- 1.9 Submittals must be submitted by Contractor only and shipped prepaid. Contracting Officer assumes no responsibility for checking quantities or exact numbers included in such submittals.
 - A. Submit samples required by Section 09 06 00, SCHEDULE FOR FINISHES, in triplicate: One for the COR to hold, one for the Contractor, and one for the subcontractor/manufacturer.
 - B. Submit shop drawings, schedules, manufacturers' literature and data, and certificates in electronic format (PDF) for the COR's review. When electronic transmission is not possible submit shop drawings, schedules, manufacturers' literature and data, and certificates in triplicate: One for the COR to hold, one for the Contractor, and one for the subcontractor/manufacturer.
 - B. Submittals will receive consideration only when covered by a transmittal letter wet signed by Contractor. Letter shall contain the list of items, name of Medical Center, name of Contractor, contract number, applicable specification paragraph numbers, applicable drawing numbers (and other information required for exact identification of location for each item), manufacturer and brand, ASTM or Federal Specification Number (if any) and such additional information as may be required by specifications for particular item being furnished. In addition, catalogs shall be marked to indicate specific items submitted for approval.
 1. A copy of letter must be enclosed with items, and any items received without identification letter will be considered "unclaimed goods" and held for a limited time only.

2. Each sample, certificate, manufacturers' literature and data shall be labeled to indicate the name and location of the Medical Center, name of Contractor, manufacturer, brand, contract number and ASTM or Federal Specification Number as applicable and location(s) on project.
 3. Required certificates shall be signed by an authorized representative of manufacturer or supplier of material, and by Contractor.
- C. The Contractor shall deliver submittals at the same time or in groupings which, in the opinion of the COR, are related to one another to allow for cross-referencing and concurrent reviewing for conformance.
- D. If submittal samples have been disapproved, resubmit new samples as soon as possible after notification of disapproval. Such new samples shall be marked "Resubmitted Sample" in addition to containing other previously specified information required on label and in transmittal letter.
- E. Approved samples will be kept on file by the Contractor at the site until completion of contract to confirm materials installed conform. Where noted in technical sections of specifications, approved samples in good condition may be used in their proper locations in contract work. At completion of contract, samples that are not approved will be returned to Contractor only upon request and at Contractor's expense. Such request should be made prior to completion of the contract. Disapproved samples that are not requested for return by Contractor will be discarded after completion of contract.
- F. Submittal drawings (shop, erection or setting drawings) and schedules, required for work of various trades, shall be checked before submission by technically qualified employees of Contractor for accuracy, completeness and compliance with contract requirements. These drawings and schedules shall be stamped and wet signed by Contractor certifying to such check. For each drawing scanned electronic files (PDFs) may be submitted provided the COR determines the drawings to be legible. If hard copy documents are required:
1. For each drawing required, submit two legible reproducible copies.

2. Reproducible shall be full size.
 3. Each drawing shall have marked thereon, proper descriptive title, including Medical Center location, project number, manufacturer's number, reference to contract drawing number, detail Section Number, and Specification Section Number.
 4. A space 4-3/4 by 5 inches shall be reserved on each drawing to accommodate approval or disapproval stamps.
 5. Submit drawings fully protected for shipment.
 6. One reproducible print of approved or disapproved shop drawings will be forwarded to Contractor.
 7. When work is directly related and involves more than one trade, shop drawings shall be noted by the Contractor as having been "Coordinated among the trades associated with this contract".
- 1.10 Samples shop drawings, test reports, certificates and manufacturers' literature and data, shall be submitted for approval to the COR.

- - - E N D - - -