**SECTION 1.2**

**TECHNICAL SPECIFICATION FOR SUBMITTALS**

**PART 1: GENERAL**

**1.1 Data Required**

The Contractor shall furnish engineering data covering all materials and equipment in the contract. The data should be prepared and transmitted promptly following execution of the general contract. Delays due to failure to provide timely submittal will not result in a time extension.

**1.2 Type of Data**

As applicable, the following types of data will be required:

* Fabrication, Erection/ Placement Details:
	+ - Laying plans for large diameter pipelines
		- Drawings, lists and schedules for special structures
* Outline, Dimension, Assembly and Installation Drawings

- Terminal connection diagrams for all electrical power and lighting, and for all types of instrumentation and control circuits.

* Catalog Sheets with clearly indicating items to be used
* Specification Sheets
* Written Statements or Certifications
* Laboratory, Shop or Mill Test Reports
* Basis of Design and Design Calculations
* Experience and Facilities Brochures.
* Samples
* Parts Lists
* Instruction and Maintenance Manuals

**1.3 Information to be Included:**

All data needed to determine the following facts shall be submitted:

1.3.1 Conformance to specifications, including: kind, type, size, arrangement, finishes, and operation of component materials, and devices.

1.3.2 Conformance to plans, including: dimensions, orientation, appearance, external connections and anchorages, installation clearances.

1.3.3 Specific purpose or design conditions and adequacy to meet same: weights, dynamic, loads, supports required, operating characteristics.

1.3.4 Coordination with other work, including: items needed by this trade, but furnished by others, and information needed by others to perform their part.

1.3.5 Exceptions to or deviations from specified requirements if any, and reasons for same.

1.3.6 Delivery Date:

* This should be stated as a firm date of delivery, not measured from approval of drawings to date of shipping. For this purpose the time taken by the Owner to process data may be taken as not exceeding ten (10) working days. However, the Owner does not assume responsibility for correctness or completeness of the data.
* The Contractor should determine that proposed delivery dates will not cause delay or result in failure to complete the project on time.
* No extension of time or waiver of liquidated damages will be granted due to failure to deliver on time unless the Contractor presents written evidence approved by the Owner that favorable delivery is not obtainable for an acceptable item.
* Such evidence will be considered as a basis for extension of time only when presented promptly after award of contract and approved by the Owner.

**PART 2: SUBMITTAL APPROVAL PROCESS**

**2.1 Routing of Submittal**

 Approval data and routine correspondence should be routed as follows:

* Contractor to Owner (5 copies)
	+ - * DWU Project Manager to Designer
			* DWU Project Manager to Operation Divisions (Distribution and Wastewater Collection Divisions)
* Owner to Contractor (2 copies)
	+ - * DWU Project Manager to Contractor
	1. **Address for Communications**

DWU Project Manager

Dallas Water Utilities

2121 Main Street, Suite 300

Dallas, Texas 75201

**2.3 Checking and Review of Data Approval**

* The Contractor should check all data for correctness and completeness. He will note any exceptions or discrepancies to be approved or verified by the Owner.
* The Owner will review the data for general conformity to the plans and specifications. He will comment on items called to his attention for approval or verification. Approvals will be based on this review and do not constitute a blanket approval of substance, fit or function.
* The Owner Engineer may at his discretion check dimensions, samples and details as a service as needed. Any discrepancies found thus will be noted for verification by the Contractor.

**2.4 Disposition of Data Approval**

The typical disposition of data approval by the Owner is as follows:

* **No Exception Taken:**

Data that is approved without correction or with only insignificant corrections will be checked as “**No Exception Taken”** and distributed for fabrication and/or construction.

* **Make Correction as Noted:**

Data generally meeting contract requirements but requiring minor changes or corrections, will be checked as “**Make Corrections as Noted”** or as noted by letter and returned for revision. When revised, the data will be stamped and distributed for construction.

* **Revise and Resubmit:**

Data that contains substantial errors or omissions or which is not clearly legible will be checked as “**Revise and Resubmit”** and will be returned for corrected material. Such data may be also returned unchecked.

* **Rejected:**

Data that does not conform to the plans or meet the specifications or fully equal the DWU established standard will be “**Rejected”**.

* 1. **Data for Construction**
* Only data bearing the Owner’s mark of approval shall be kept or used at any work site.

**\*\*END OF SECTION\*\***