

Section 01322

CONSTRUCTION PHOTOGRAPHS FOR FACILITY PROJECTS

PART 1 GENERAL

1.1 SECTION INCLUDES

1. Photographic requirements for construction photographs and submittals.

1.2 MEASUREMENT AND PAYMENT

1. Stipulated Price (Lump Sum): If the Contract is a Stipulated Price Contract, payment for work in this Section is included in the total Stipulated Price.

1.3 SUBMITTALS

1. Refer to Section 01330, Submittal Procedures, for general requirements.

2. Quantities.

1. Preconstruction Photographs: When required by individual sections, Contractor shall submit two (2) sets of photographs taken prior to start of construction to show original site conditions. If not required in any other section, Contractor may submit two (2) sets of photographs taken prior to start of construction to show original site conditions. The number of photographs in each set shall be sufficient to document existing conditions. All preconstruction photographs submitted shall be two (2) sets of 8" x 10" glossy color photo prints.
2. Construction Progress Photographs: Submit three (3) complete sets of all photographs. Each set shall contain three (3) 8" x 10" glossy color photo prints. Each of these three (3) photos shall be taken from a separate and distinct vantage point of view. If both interior and exterior work is being accomplished, photos shall be taken both inside and outside without changing the total number of photographs required. If multiple sites are under construction at the same time, Contractor shall provide three (3) sets of photos of three (3) different views for each of the sites.
3. Finished Project Photographs: Provide two (2) sets of final project color photographs. Each set shall contain two (2) 10" x 14" matte finish color photo prints, judged by the City to be suitable for framing.

3. Labeling: Each print shall be identified on the back of the print with a label. The label is to be positioned and applied in such a manner so as to not show through on the front. Each label shall contain the following information:

1. Name of Project, address of Project and GFS Number.
2. Name and address of professional photographer who took the photograph.
3. Name and address of Contractor.
4. Date photo was taken.
5. Location photo was taken from and short description of photo subject.
4. Submit each print of construction progress photographs or preconstruction photographs in a three-hole plastic pocket or sleeve, bound in three-ring notebook for easy access.
5. If film photography is used, all photographic prints submitted shall be accompanied by the negatives used to make those photographs. Negatives shall be submitted in 8 1/2" x 11" plastic sheets that have sleeves for negatives and three holes for inserting in three-ring binder with the photographic prints.
6. All prints submitted shall be accompanied by a computer disk(s) with the photo files used to make the prints or digitized photo files of the photographic prints stored on the disk. The disk shall be formatted for MS-DOS (Microsoft Disk Operating System) filing system. Photo files shall be JPEG (Joint Photographic Experts Group) format. Resolution of digital photographs or digitized photographs shall be high enough to produce a digital photographic print comparable to a film print of same size. For 8" x 10" prints the photo file size should be approximately 2.1 megapixels.
7. Transmit prints in standard photographic mailers marked "Photographs - Do Not Bend" or hand-deliver them to the City.
8. Negatives and/or photo files and disks become the property of the City. Photographs shall not be published without written consent by the City.

#### 1.4 QUALITY ASSURANCE

1. Contractor shall be responsible for the quality of the photographs and timely execution of the photography from the agreed upon vantage points.
2. Contractor shall obtain the services of a professional photographer, with 5 years minimum professional experience in the area, to provide services required under this Section. Contractor shall submit name, address and credentials of professional photographer acceptable to the City prior to mobilization and commencement of Work.

## PART 2 PRODUCTS

### 1.5 PRECONSTRUCTION PHOTOGRAPHS

1. Prior to commencement of Work, Contractor may take color photographs of the entire site to document existing conditions. Unless stipulated as a requirement in other section(s), these photographs are optional for the Contractor.

#### 1.6 CONSTRUCTION PROGRESS PHOTOGRAPHS

1. These photographs are meant to document the monthly progress of the Work. Therefore, vantage points for each shot should be selected so as to best show the status of construction and progress since the last photographs were taken. Camera stations shall be selected so as to require little or no movement or adjustment over the duration of construction.

#### 1.7 FINISHED PROJECT PHOTOGRAPHS

1. These photographs may be used by the City to publicize the finished facility in print and/or on the Internet and may be framed and displayed in a public space.

### PART 3 EXECUTION

#### 1.8 TIMING

1. Preconstruction photographs must be taken prior to mobilization and commencement of the Work. Submittal of such photographs, unless provided for elsewhere in these documents, shall be on or before the first application for payment.
2. Construction progress photographs shall be submitted monthly with each application for payment. Monthly progress photographs shall be taken at intervals, coinciding with the cutoff date associated with each application for payment. Monthly applications for payment shall be deemed incomplete if not accompanied by the required construction progress photographs. Contractor's failure or election to not submit a monthly application for payment shall not affect the requirement for monthly construction progress photographs. Monthly construction progress photographs shall be submitted monthly at the times established for submittal of applications for payment.
3. Finished project photographs shall be taken after the Work is complete and submitted prior to Date of Final Payment.

#### 1.9 LOCATION

1. All vantage points, times and conditions for the camera stations and the photography shall be mutually agreed upon by the City, Contractor and Photographer, and, for progress photographs, may be changed by mutual agreement as the Work progresses, at no additional cost to the City. Finished project photographs shall be staged so as to depict the most flattering images of a finished facility.

END OF SECTION