
SECTION 01 25 00

SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. General: Procedures are described for requesting substitution of unlisted materials in lieu of materials named in Specifications or approved for use in addenda.
 - 1. Provide products listed in Contract Documents, products by manufacturers listed in Contract Documents, and products meeting specified requirements.
 - a. Contract Amount: Base on materials and products included in Contract Documents.
 - b. Where materials and products are listed in Contract Documents, materials and products by manufacturers not listed shall not be used without Owner's and Architect's approval of Contractor's written request for substitution.
 - 2. Purpose: Substitutions will only be considered where Owner will receive benefit or because specified materials are no longer available due to conditions beyond Contractor control.
 - a. Owner benefits either from a Contractor proposed reduction of the Contract amount or from a reduction in Contract time based on acceptance of proposed substitution.
 - b. List proposed cost or time reductions on request for substitution.
 - c. Requests not including a proposed cost or time reduction will not be considered unless Contractor submits supporting information indicating specified materials are not available.
- B. Related Sections:
 - 1. Section 01 60 00: Product requirements.

1.2 SUBSTITUTIONS

- A. Prior to submittal of second Request for Payment Owner and Architect will consider formal requests for substitutions from Contractor as specified in 1.1 Summary.
 - 1. Owner and Architect will consider only one request for substitution for each material; where requests are denied Contractor shall be required to provide specified materials.
 - 2. After payments begin, requests will be considered only when a product becomes unavailable through no fault of Contractor; more than one request for substitution will be considered if necessary.

- B. Submit each request with sequentially numbered "Substitution Request Transmittal" acceptable to Owner and Architect; submit separate request for each product and support each request with:
 - 1. Product identification with manufacturer's literature and samples where applicable.
 - 2. Name and address of similar projects on which product has been used, and date of installation.
- C. Submit itemized comparison of proposed substitution with product specified and list significant variations.
- D. Submit data relating to changes in construction schedule.
- E. Note effect of substitution on other work, products, or separate contracts.
 - 1. Note if acceptance of substitution could require revision of Contract Documents, Drawings, details or Specifications.
- F. Include accurate cost data comparing proposed substitution with product and amount of net change in Contract price.
 - 1. Include costs to other contractors and costs for revisions to Drawings, details or Specifications.
- G. Substitutions will not be considered for acceptance when:
 - 1. They are indicated or implied on submittals without a formal request from Contractor.
 - 2. They are requested directly by a subcontractor or supplier.
 - 3. Acceptance will require substantial revision of Contract Documents.
- H. Substitute products shall not be ordered without written acceptance of Owner and Architect.
- I. Owner and Architect will determine acceptability of proposed substitutions and reserves right to reject proposals due to insufficient information.

1.3 CONTRACTOR'S REPRESENTATION

- A. Requests constitute a representation that Contractor:
 - 1. Has investigated proposed product and determined it meets or exceeds, in all respects, specified product.
 - 2. Will provide same warranty or longer warranty for substitution as for specified product.
 - 3. Will coordinate installation and make other changes that may be required for Work to be complete in all respects.

4. Waives claims for additional costs that subsequently become apparent.
5. Will pay costs of changes to Contract Documents, Drawings, details and Specifications required by accepted substitutions.

1.4 ARCHITECT'S DUTIES

- A. Review Contractor's requests for substitutions with reasonable promptness.
 1. Architect will recommend that Owner accept or reject substitution request.
 2. Upon request, Architect will provide cost for changes to Contract Documents, Drawings, details and Specifications required for substitutions.
- B. Notify Contractor in writing of decision to accept or reject requested substitution.

END OF SECTION