

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Review Shop Drawings and Product Data prior to submission as follows:
 - 1. Review each submittal and check for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
 - 2. Stamp each submittal with a uniform approval stamp; submit an imprint of the proposed Contractor's approval stamp prior to making the first submittal. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
 - 3. When Shop Drawings with the notation "VERIFY DIMENSIONS" are submitted, it will be assumed that the responsibility to verify the dimensions is that of the Contractor, a subcontractor, or the firm preparing the Shop Drawings; not the responsibility of the Architect.
- B. Coordinate each submittal with requirements of the work and of the Contract documents.
- C. Notify the Architect in writing, at the time of submission, of deviations in the submittals from requirements of the Contract Documents.

3.2 ARCHITECT'S ACTION

- A. General: Architect will not review submittals that do not bear the Contractor's approval stamp and will return them without action.
 - 1. Purpose of submittal is to demonstrate for those portions of Work for which submittals are required, manner in which Contractor proposes to conform to information given and design concept expressed on Contract Documents.
 - 2. Review is not conducted for purpose of determining accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain responsibility of Contractor.
 - 3. Compliance with specified characteristics is Contractor's responsibility and not considered part of Architect's review and indication of action taken.
 - 4. Acceptance of submittals with deviations shall not relieve Contractor from responsibility for additional costs of changes required to accommodate such deviations. Deviations included in submittals without prior acceptance are excepted from review of submittals whether noted or not on returned copy.
 - 5. Review of separate item will not indicate acceptance of assembly of which item is part.
 - 6. Make only those revisions required or accepted by Architect.
 - 7. Notations by Architect which increase Contract Cost or Contract Time shall be brought to Architect's attention, in writing, before proceeding with Work.
 - 8. When professional certification of performance criteria of materials, systems, or equipment is required by Contract Documents, Architect shall be entitled to rely upon accuracy and completeness of such calculations and certifications.