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The TEXT indicated with < > is to be selected or filled in by the Specifier to meet the requirements of the project.

If any of the SECTIONS (i.e. 1.02, 1.03, etc.) below are not required for the project do NOT delete the Section, but rather change the title of the Section to “NOT USED” (i.e. 1.02 NOT USED) so that numbering of specification references is preserved, and delete the specification language in this Section below the title.

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General.
- B. Requirements.
- C. Photographic documentation.
- D. Video documentation.
- E. Pre-construction photographs and videos.
- F. Construction photographs and videos.
- G. Post-construction photographs and videos.
- H. Media.

1.02 GENERAL

- A. The CONTRACTOR shall photographically and videographically document the phases of the project including preconstruction, construction progress, and post-construction.
- B. All photos and videos shall be the property of UTILITIES and shall be upload to PM SaaS in accordance with Section 01 33 12 – PM SaaS.
- C. The purpose of the photographs and videos is to document the condition of the Site, Right of Way plant, facilities, and buildings prior to the CONTRACTOR beginning work at the Project site, the progress of the Work, and the Project site after Substantial Completion of the Work.
- D. Areas to be photographed and videoed shall include the site of the Work and all existing plants, facilities, and buildings either on or adjoining the Project site, including the interior of existing structures, that could be damaged as a result of the CONTRACTOR’s Work.
- E. The scope of the photographic and videographic documentation shall be the sole responsibility of the CONTRACTOR, but shall be acceptable to, and approved by UTILITIES following 01 33 00 Submittal Procedures.

1.03 REQUIREMENTS

- A. Photographer shall be qualified and equipped to photograph either interior or exterior exposures, with lenses ranging from wide angle to telephoto.

1.04 PHOTOGRAPHIC DOCUMENTATION

- A. CONTRACTOR shall provide photographs of Site and construction throughout progress of Work, acceptable to UTILITIES <and Engineer>.
- B. CONTRACTOR shall <Twice monthly> <Each month> <On alternating months> submit photographs in a report to indicate construction progress, and submit photographs in a report <with each Application for Payment> <_____>.
- C. CONTRACTOR shall provide photographs taken at each major stage of construction:
 - 1. <Completion of site clearing.>
 - 2. <Completion of excavations.>
 - 3. <Completion of foundations.>
 - 4. <Completion of framing.>
 - 5. <Completion of enclosure of building.>
 - 6. <Completion of equipment installation.>
 - 7. <Completion of piping installation.>
 - 8. <Completion of electrical raceway installation.>
 - 9. <Completion of buried utility installation before covering.>
 - 10. <_____>.
- D. CONTRACTOR shall take <2> <_> site photographs from differing directions and <2> <_> interior photographs of <_____> indicating relative progress of Work, <_____> days maximum prior to submitting.
- E. CONTRACTOR shall upload photos to PM SaaS in accordance with Section 01 33 12 – PM SaaS.

1.05 VIDEO DOCUMENTATION

- A. Prior to construction, CONTRACTOR shall perform video recording of Project Site. Recording shall document significant features that may be affected by construction activity.
- B. Video camera and other components shall provide clean, clear, and sharp color picture.
- C. Video recording:
 - 1. CONTRACTOR shall provide complete color video recording of Project site. Video recording media produced shall be compatible with UTILITIES' video equipment.
 - 2. CONTRACTOR shall provide voice narration on video recording to document following information:
 - a. Project location, date and videographer.
 - b. Description of special features, i.e. cracked pavements, special landscaping, etc.
 - 3. CONTRACTOR shall stop panning the camera at special features for minimum of 10 seconds to allow for photographic documentation.
- D. Recording procedure:
 - 1. Camera shall be moved at uniform rate consistent with amount of detail being recorded.
 - 2. Take necessary steps and adopt procedures to ensure optimum viewing conditions.
- E. Upload videos to PM SaaS in accordance with Section 01 33 12 – PM SaaS.

1.06 PRE-CONSTRUCTION PHOTOGRAPHS AND VIDEOS

- A. CONTRACTOR shall provide photographs and video of the condition entire site including each area of Work prior to the start of Work or preconstruction conference, as follows.

1. Areas to be photographed and videoed shall include the site of the Work and all existing plants, facilities, and buildings either on or adjoining the Project site, including the interior of existing structures that could be damaged as a result of the CONTRACTOR's Work.
2. Include general condition, structures, equipment, piping, conduit vegetation, staging, storing, working, roadways, parking areas and excavation areas.
3. Right of way, including but not limited to, terrain, drainage features (natural or manmade), agriculture, encroachments, crossings, utilities, curbs, landscaping, pavement, sidewalks, driveways, access roads; or other notable features which may be impacted by the work.
4. Photographs of process areas not available prior to the start of Work or preconstruction conference shall be taken when the process area becomes available and prior to commencement of Work in each area.

1.07 CONSTRUCTION PHOTOGRAPHS AND VIDEOS

- A. CONTRACTOR shall provide photographs and videos of construction in each area of Work throughout progress of Work including a key plan designating where each photograph was taken.
- B. CONTRACTOR shall take site, Right of Way and interior photographs and videos from differing directions of building demolition, pre-excavation, excavation, soil testing, utility and roadway crossings, installation of piping, installation of valves and piping specialties, installation of structural steel and foundations, excavation of access pits, installation of lining system in pipes, installation of equipment, rehabilitation of manholes, building modifications, utilities, electrical and instrumentation modifications, and other applicable activities indicating relative progress of the work.
- C. Submittal and approval by UTILITIES of photos and videos is required with each Application for Payment.

1.08 POST-CONSTRUCTION PHOTOGRAPHS AND VIDEOS

- A. CONTRACTOR shall provide photographs of the entire site including each area of Work at the completion of Work, as follows.
 1. Include general condition, structures, equipment, piping, vegetation, staging, storing, working and parking areas, roadways and excavation areas.
 2. Right of way, including but not limited to, terrain, drainage features (natural or manmade), agriculture, encroachments, crossings, utilities, curbs, landscaping, pavement, sidewalks, driveways, access roads; or other notable features impacted by the work.
 3. Take photos and video from same points in same direction as pre-construction examination.
- B. Submittal and approval by UTILITIES, of photos and videos is a condition of final payment.

PART 2 PRODUCTS

2.01 MEDIA

- A. Photography:
 1. Format: JPEG, minimum resolution 10 megapixels.
 2. File Naming:
 - a. Location.
 - b. Direction.
 - c. Description.
- B. Video:
 1. 1080 HD video
 2. Format: *.wm, *.asf, *.wmv, *.avi, *.dvr-ms, *.mpeg, *.mpg, *.m1v, *.mp2, *.mpv2 each limited to no more than 100MB.
 3. File Naming:
 - a. Location.

- b. Direction.
- c. Description.

PART 3 EXECUTION

NOT USED

END OF SECTION