

## 1 SUBSTITUTIONS

- 1.1 Whenever Products are specified exclusively by trade name, manufacturer's name or by catalogue reference, use only those items, unless written approval for substitution is obtained from Consultant.
- 1.2 No substitutions will be permitted without prior written approval of the Consultant.
- 1.3 Proposals for substitutions may only be submitted after award of Contract.
- 1.4 Substitutions submitted on shop drawings without following requirements of this Section prior to submission of the shop drawings will cause the shop drawings to be rejected at any time. Consultant's review of shop drawings shall not be construed as approval of substitutions.
- 1.5 Requests for substitutions must include statements of:
  - .1 Description of proposed substitution.
  - .2 Respective costs of items originally specified and the proposed substitution.
  - .3 Compliance with the Building Codes and requirements of authorities having jurisdiction.
  - .4 Affect concerning compatibility and interface with adjacent building materials and components.
  - .5 Compliance with the intent of the Contract Documents.
  - .6 Reason for the request.
- 1.6 Proposed substitutions will be considered only under the following conditions:
  - .1 If the materials and products specified are not available; or
  - .2 If substitute materials and products to those specified, which are brought to the attention of and considered by the Consultant as equivalent to those specified, will not change the Contract Price and Contract Time; or
  - .3 If substitute materials and products to those specified, which are brought to the attention of and considered by the Consultant as superior to those specified, will not change the Contract Price and Contract Time; or
  - .4 If a material or product is specified together with a requirement for performance and, in the opinion of the Contractor, the specified material or product will not produce the required results.
- 1.7 There is no obligation on the part of the Consultant or Owner to accept proposed substitutions. Acceptance of proposed substitutions by Owner does not relieve the Subcontractor's responsibility under the Contract.
- 1.8 Should proposed substitution be accepted either in part or in whole, bear full responsibility and costs when substitution affects other work on the project. Pay for design and contract document changes required as result of the substitution.
- 1.9 Amounts of all credits arising from acceptance of substitutions will be determined by the Consultant and the Contract Price adjusted accordingly.

- 1.10           Wherein the expression "other acceptable equivalents" or similar expressions in specification Sections, submissions under the expression shall be as specified in this Section.

End of Section

Substitution Request No: \_\_\_\_\_ Date: \_\_\_\_\_

Project: \_\_\_\_\_ Project No: \_\_\_\_\_

Contractor: \_\_\_\_\_

### Specified Product Specification Reference

Section Number	Section Title	Paragraph Number
_____	_____	_____

### Proposed Substitution

**Manufacturer and  
Product Trade Name**

\_\_\_\_\_

**Address**

\_\_\_\_\_

**Phone Number**

\_\_\_\_\_

**Contact Name**

\_\_\_\_\_

**Model Number**

\_\_\_\_\_

**History of Product**

New Product \_\_\_\_ 2-5 years old \_\_\_\_ 5-10 years old \_\_\_\_ More than 10 years old \_\_\_\_

Similar Installation

Project Name & Address

\_\_\_\_\_

\_\_\_\_\_

Consultant

\_\_\_\_\_

Owner

\_\_\_\_\_

**Proposed  
Substitution Affects  
Other Parts of Work**

No \_\_\_\_ Yes, explain:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Differences Between  
Proposed Substitution  
and Specified Product**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reason For Not  
Providing Specified  
Product**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Changes to Contract  
Price**

Add/Deduct \$ \_\_\_\_\_

**Changes to Contract  
Time**

Add/Deduct \_\_\_\_\_ days

**Contractor's Declaration**

The Contractor Declares that:

- Proposed substitution has been fully investigated and determined to be equivalent or superior in all respects to specified product, and complies with requirements of authorities having jurisdiction.
- Same warranty will be furnished for proposed substitution as for specified product.
- Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
- Proposed substitution does not affect dimensions and functional clearances.
- Proposed substitution is compatible with adjacent materials and assemblies.
- Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

Supporting Data Attached: ☐ Drawings ☐ Product Data ☐ Samples ☐ Reports ☐ Other \_\_\_\_\_

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**Consultant's Review**

- ☐ Substitution Accepted – Provide submittals in accordance with Specification requirement.
- ☐ Substitution Accepted as Noted – Provide submittals in accordance with Specification requirement.
- ☐ Substitution Not Accepted – Use specified product.

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

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**Owner's Acceptance**

Signed By: \_\_\_\_\_ Date: \_\_\_\_\_

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**Additional Comments:**

☐ Consultant \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

☐ Contractor \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

☐ Owner \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_