

SECTION 013233

PHOTOGRAPHIC DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for the following:
 1. Pre-construction photographs
 2. Periodic construction photographs
 3. Final completion construction photographs
 4. Owner may elect to retain an independent firm to photographically document the progress of the work. Work of this firm shall not diminish or replace responsibilities of the Contractor for documentation required by this section. Contractor to cooperate fully with independent photographer.

1.3 UNIT PRICES

- A. Basis for Bids: Base number of construction photographs on average of twenty (20) photographs per week over the duration of Project.

1.4 INFORMATIONAL SUBMITTALS

- A. Digital Photographs: Submit image files within three days of taking photographs.
 1. Digital Camera: Minimum sensor resolution of 8 megapixels.
 2. Format: Minimum 1600 by 1200 pixels, 400 dpi minimum, in unaltered original files, with same aspect ratio as the sensor, un-cropped, date and time stamped, in folder named by date of photograph, accompanied by key plan file.
 3. Identification: Provide the following information with each image description in file metadata tag:
 - a. Name of Project
 - b. Name of Architect
 - c. Name of Contractor
 - d. Date photograph was taken
 - e. Description of location, direction (by compass point), and elevation or story of construction

1.5 COORDINATION

- A. Auxiliary Services: Cooperate with photographer and provide auxiliary services requested, including access to Project site and use of temporary facilities.

1.6 USAGE RIGHTS

- A. Obtain and transfer copyright usage rights from photographer to Owner for unlimited reproduction of photographic documentation.

PART 2 - PRODUCTS

2.1 PHOTOGRAPHIC MEDIA

- A. Digital Images: Provide images in JPG format, produced by a digital camera with minimum sensor size of 8 megapixels, and at an image resolution of not less than 1600 by 1200 pixels and 400 dpi.

PART 3 - EXECUTION

3.1 CONSTRUCTION PHOTOGRAPHS

- A. General: Take photographs using the maximum range of depth of field, and that are in focus, to clearly show the Work. Photographs with blurry or out-of-focus areas will not be accepted.
 1. Maintain key plan with each set of construction photographs that identifies each photographic location.
- B. Digital Images: Submit digital images exactly as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image editing software.
 1. Date and Time: Include date and time in file name for each image.

2. Field Office Images: Maintain one set of images accessible in the field office at Project site, available at all times for reference. Identify images in the same manner as those submitted to Architect.
- C. Pre-construction Photographs: Before commencement of excavation, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Architect.
 1. Flag construction limits before taking construction photographs
 2. Take twenty (20) photographs to show existing conditions adjacent to property before starting the Work
 3. Take twenty (20) photographs of existing buildings either on or adjoining property to accurately record physical conditions at start of construction
 4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- D. Periodic Construction Photographs: Take twenty (20) photographs monthly (unless otherwise directed), coinciding with the cutoff date associated with each Application for Payment. Select vantage points to show status of construction and progress since last photographs were taken.
- E. Time-lapse Sequence Construction Photographs: Take photographs as indicated, to show status of construction and progress since last photographs were taken.
 1. Frequency: Take photographs weekly, with timing each month adjusted to coincide with the cutoff date associated with each Application for Payment.
 2. Vantage Points: Following suggestions by Architect and Contractor, photographer to select vantage points. During each of the following construction phases, take not less than two of the required shots from same vantage point each time to create a time-lapse sequence as follows:
 - a. Commencement of the Work, through completion of subgrade construction
 - b. Above-grade structural framing
 - c. Exterior building enclosure
 - d. Interior Work, through date of Substantial Completion

END OF SECTION