

LESSON 08

Specifications

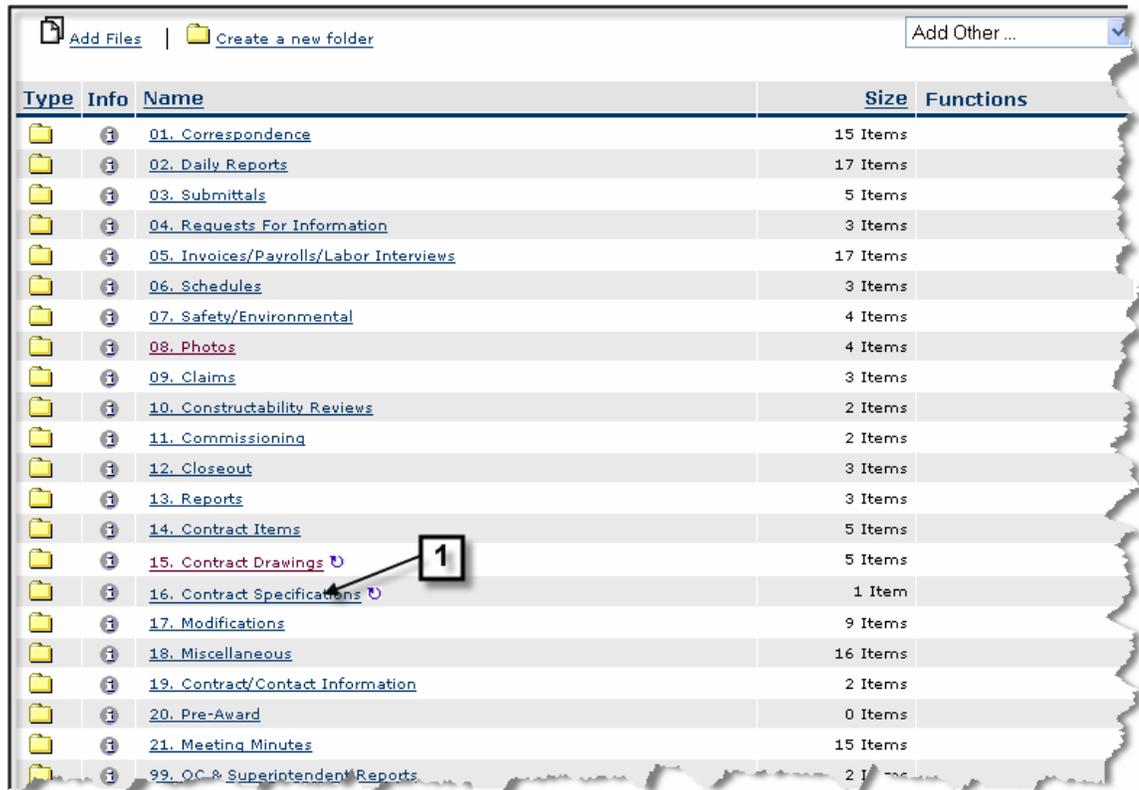
Objectives

This lesson will provide the user with an overview of the Specifications folder. At the completion of this lesson the participant will be able to:

- View contract specifications.
- Print a specification section

Contract Specifications

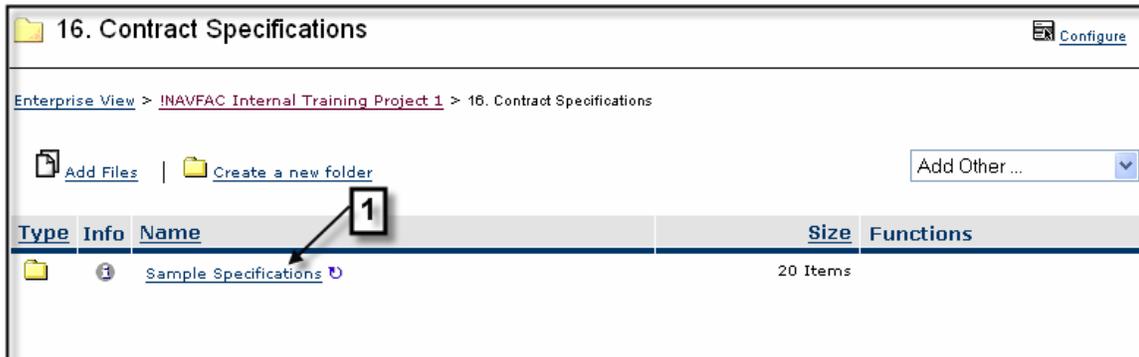
- Navigate to “!NAVFAC Internal Training Project 1” .
- Click on Contract Specification Folder # 16.



Type	Info	Name	Size	Functions
Folder	Info	01. Correspondence	15 Items	
Folder	Info	02. Daily Reports	17 Items	
Folder	Info	03. Submittals	5 Items	
Folder	Info	04. Requests For Information	3 Items	
Folder	Info	05. Invoices/Payrolls/Labor Interviews	17 Items	
Folder	Info	06. Schedules	3 Items	
Folder	Info	07. Safety/Environmental	4 Items	
Folder	Info	08. Photos	4 Items	
Folder	Info	09. Claims	3 Items	
Folder	Info	10. Constructability Reviews	2 Items	
Folder	Info	11. Commissioning	2 Items	
Folder	Info	12. Closeout	3 Items	
Folder	Info	13. Reports	3 Items	
Folder	Info	14. Contract Items	5 Items	
Folder	Info	15. Contract Drawings	5 Items	
Folder	Info	16. Contract Specifications	1 Item	
Folder	Info	17. Modifications	9 Items	
Folder	Info	18. Miscellaneous	16 Items	
Folder	Info	19. Contract/Contact Information	2 Items	
Folder	Info	20. Pre-Award	0 Items	
Folder	Info	21. Meeting Minutes	15 Items	
Folder	Info	99. OC & Superintendent Reports	2 Items	

Contract Specifications (Contd...)

- The Contract Specification window will appear.



- Specification can be organized into several folders (45 % design, final design, etc.).
- Click on Sample Specifications link .[1]

Contract Specifications (Contd...)

- The following window will appear.

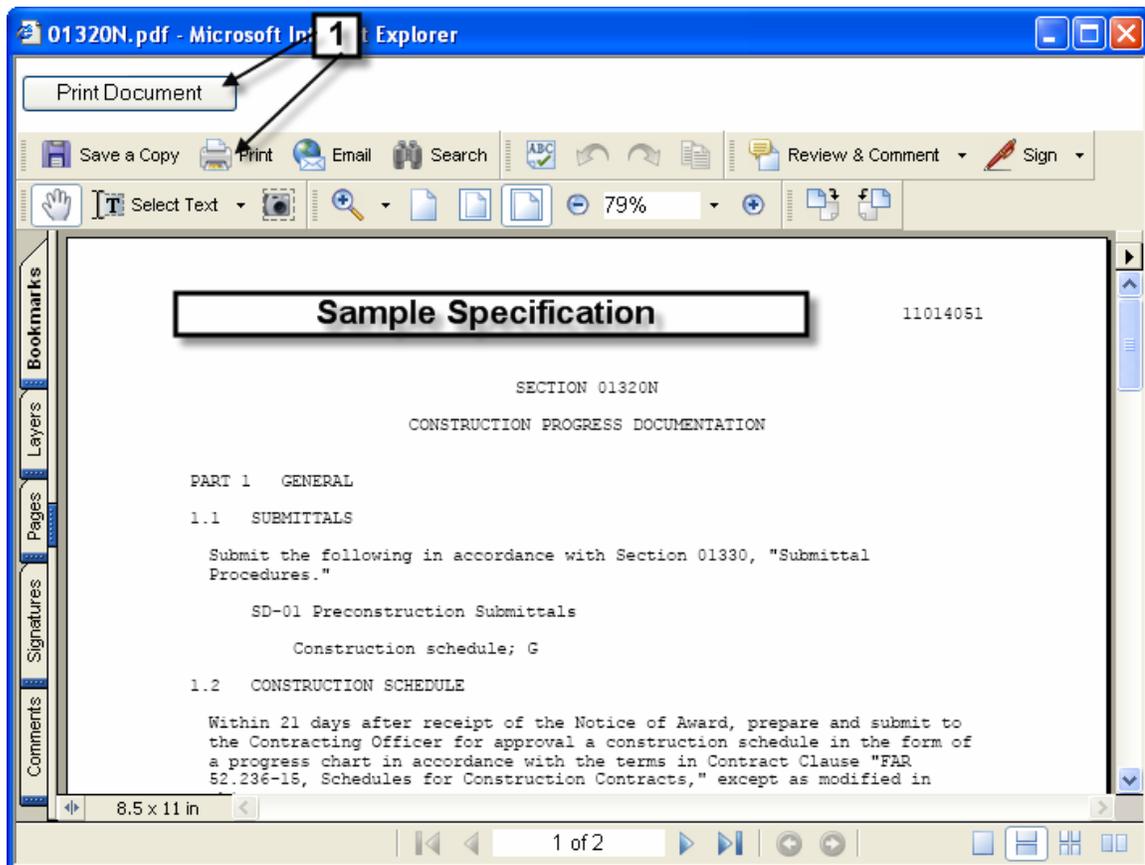
The screenshot shows the PrimeContract web application interface. The main content area displays a list of contract specifications under the heading "Sample Specifications". The table below shows the details of these specifications:

Type	Info	Name	Size	Functions
		01110N.pdf	5 KB	Download
		01140N.pdf	11 KB	Download
		01150N.pdf	6 KB	Download
		01200N.pdf	7 KB	Download
		01310N.pdf	7 KB	Download
		01320N.pdf	5 KB	Download
		01330.pdf	31 KB	Download
		01420.pdf	7 KB	Download
		01450N.pdf	40 KB	Download
		01500N.pdf	13 KB	Download
		01525N.pdf	25 KB	Download
		01572N.pdf	9 KB	Download
		08576.pdf	35 KB	Download

- Click on any of the specifications [link under the specification number] [1] or click on download link on the right hand side of the corresponding specification section. [2]

Contract Specifications (Contd...)

- The contract specification will appear in a PDF format.



- The user has the option to print by clicking on Print Document or print icon [1].
- Uploading specification, see Lesson #02. This lesson outlines method for uploading any documents.

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