



SUBSTITUTION REQUEST

Project: _____ From: _____

To: Port of Portland Date: _____

Specification Title: _____ Specification Section No.: _____
Section Article/ Paragraph: _____
Page: _____

Proposed Substitution: _____

Trade Name: _____ Model No.: _____

Manufacturer: _____ Address: _____ Phone: _____

Attached data includes product description, specifications, drawings, photographs, and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.

Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product. Same warranty will be furnished for proposed substitution as for specified product.
- Same maintenance service and source of replacement parts, as applicable, is available.
- Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule. Proposed substitution does not affect dimensions and functional clearances.
- Undersigned will pay for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.

Submitted By: _____

Signature: _____

Address: _____

Telephone: _____

PORT REVIEW AND ACTION

- ☐ Substitution approved – Make submittals in accordance with the General Conditions and Specification Section 013300.
- ☐ Substitution approved as noted – Make submittals in accordance with the General Conditions and Specification Section 013300.
- ☐ Substitution rejected – Use specified materials.
- ☐ Substitution request received too late – Use specified materials.

Signed by: _____ Date: _____

Supporting Data Attached: ☐ Drawings ☐ Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____