

Customer / Facility Name

Installing Door Company

Project / Job Name

Project Location

Quote / PO / Job #

Prepared By

Operator Type: ☐ Electric

☐ Air / Pneumatic

☐ Manual / None

Date:

HOW TO USE THIS AGREEMENT

Check APPLIES only for items that are part of this project, then choose who is responsible. Unchecked items are not included in this scope agreement. 'By Others' means the customer or another contractor hired separately by the customer. The Door Installer is responsible only for work included in its written proposal/bid or specifically assigned below.

1. PREPARATION & JOBSITE READINESS

Select only items that apply

APPLIES	SCOPE ITEM / TASK	RESPONSIBILITY
☐	Jamb Preparation Provide suitable, plumb, structurally adequate jamb surfaces for track and hardware attachment.	Select responsibility...
☐	Spring Pads / Operator Mounting Pad Provide structural pads/backing required for spring and operator attachment.	Select responsibility...
☐	Extra Bearing Plate Mounting Pad Provide any additional structure or mounting pad required for bearing plates.	Select responsibility...
☐	Backhang Support - Doors & Operators Provide structural support above/behind the door and operator for backhang attachment.	Select responsibility...
☐	Inspection & Verification Verify opening size, headroom, side room and equipment height/clearance for the product ordered.	Select responsibility...
☐	Product Delivery to Job Site Coordinate freight receipt, unloading, staging and protection of delivered materials.	Select responsibility...

2. DOOR INSTALLATION

APPLIES	SCOPE ITEM / TASK	RESPONSIBILITY
☐	Door Installation Install sectional door sections, track, hardware, springs and related door components.	Select responsibility...
☐	Weatherseal Installation Install specified perimeter and/or bottom weatherseal included with the door package.	Select responsibility...
☐	Balance and Adjust Door Set spring tension, align track/hardware and adjust the door for proper manual operation.	Select responsibility...

3. OPERATOR, CONTROLS & ACCESSORIES

Electric and air/pneumatic systems

APPLIES	SCOPE ITEM / TASK	RESPONSIBILITY
☐	Operator Installation Mount and mechanically connect the commercial door operator to the sectional door.	Select responsibility...
☐	Primary Electrical Wiring for Operator Provide primary power wiring and final electrical connection to the operator.	Select responsibility...
☐	Control Box Assembly - Air System Assemble and install the filter, regulator and shutoff valve in the control box.	Select responsibility...
☐	Control Box Mounting - Air Mount the assembled air operator control box at the agreed location.	Select responsibility...
☐	Wall Button / Surface-Mount Control Station - Mounting Physically mount wall stations or other surface-mounted controls.	Select responsibility...
☐	Wall Button / Surface-Mount Control Station - Final Wiring Provide and terminate final control wiring as required.	Select responsibility...
☐	Compressor to Control Box Air Supply - Air Provide the compressed-air source and supply line to the control box.	Select responsibility...
☐	Airlines: Control Box to Operator Cylinder(s) - Rough Plumbing Route/rough-plumb airline from the control box toward the operator cylinder(s).	Select responsibility...
☐	Airlines: Control Box to Operator Cylinder(s) - Final Runs & Attachment Complete final routing, support and attachment of airline to the cylinder(s).	Select responsibility...
☐	Photoeyes - Mounting Mount photoeye devices and brackets at the required locations.	Select responsibility...
☐	Photoeyes - Final Wiring Provide, route and terminate final photoeye wiring.	Select responsibility...
☐	Loop Detector - Ground / Loop Installation Saw-cut, preform, install or otherwise provide the vehicle detection loop in the pavement/floor.	Select responsibility...
☐	Loop Detector - Final Wiring Route and terminate detector/loop wiring to the control system.	Select responsibility...
☐	Magnetic Contact Switches - Mounting Mount magnetic contact switches and related hardware.	Select responsibility...
☐	Magnetic Contact Switches - Final Wiring Provide, route and terminate final magnetic contact wiring.	Select responsibility...
☐	Motion Detectors - Mounting Mount surface-mounted motion detector(s) at the agreed location.	Select responsibility...
☐	Motion Detectors - Final Wiring Provide, route and terminate final motion detector wiring.	Select responsibility...
☐	Tie-In with Other Equipment Interface with car wash equipment or other systems using relays, thermostats, one-shot timers or similar controls.	Select responsibility...
☐	Final Operator / Controls Adjustment Adjust operator limits, controls and included accessories for proper independent operation.	Select responsibility...

4. COMPLETION & TURNOVER

APPLIES	SCOPE ITEM / TASK	RESPONSIBILITY
☐	Final Adjustment of Door, Operator & Controls Complete final mechanical and operational adjustment of the installed system.	Select responsibility...
☐	Final Wipe-Down & Installation Cleanup Remove packaging, fasteners and debris generated by the door/operator installation; wipe down installed components.	Select responsibility...
☐	Final Testing as an Independent System Test door, operator, wall stations and accessories as a stand-alone door system.	Select responsibility...
☐	Validate Tie-In with Other Equipment Confirm that external equipment interfaces are connected and respond as intended; responsibility here is for validation/coordination, not unassigned third-party work.	Select responsibility...

5. RECOMMENDED ADDITIONAL COORDINATION ITEMS

Added to reduce common jobsite scope gaps

APPLIES	SCOPE ITEM / TASK	RESPONSIBILITY
☐	Electrical Branch Circuit, Power & Disconnect Provide required line voltage, breaker/disconnect and final power connection to the commercial operator.	Select responsibility...
☐	Permits, Inspections & Fees Obtain and pay for permits/inspections required by the authority having jurisdiction, unless stated otherwise.	Select responsibility...
☐	Removal & Disposal of Existing Door / Operator Remove, haul away and dispose of existing door/operator components when this is a replacement project.	Select responsibility...
☐	Lift, Scaffolding or Special Access Equipment Provide special access equipment beyond normal installer tools when site conditions require it.	Select responsibility...
☐	Clear Work Area / Protection from Other Trades Provide reasonable access to the opening and keep the work zone clear for installation and testing.	Select responsibility...
☐	Owner / Staff Operating Instruction Provide basic turnover instruction for normal operation, safety devices and routine owner checks.	Select responsibility...

PROJECT-SPECIFIC CLARIFICATIONS / EXCLUSIONS

SCOPE AGREEMENT

By signing below, the Customer and Installing Door Company acknowledge that the selections in this form describe their agreed division of work for this project. Items assigned 'By Others' are excluded from the Door Installer's scope unless specifically included in the Door Installer's written proposal, change order or other written agreement. If this form conflicts with an executed contract, the executed contract controls.

INSTALLING DOOR COMPANY

Company / Organization

Authorized Name

Title

Signature / Initials

Date

CUSTOMER / FACILITY

Company / Organization

Authorized Name

Title

Signature / Initials

Date

INSTALLATION - SCOPE OF WORK AGREEMENT

Commercial Sectional Door & Operator Projects

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6. MOUNTING MATERIALS, BACKING & SPECIAL FASTENERS

Project / Job / Quote #

MOUNTING CONDITIONS

Operator mounting

Select material...

If Other:

Spring / bearing plate mounting

Select material...

If Other:

Other door supports

Select material...

If Other:

Backing / overlay thickness, mounting method and locations:

Special fasteners required?

Select...

If Yes, identify the areas / attachment locations requiring special fasteners:

Who provides the special fasteners?

Select responsibility...

If Customer / Others, identify the party / contact:

Required fastener type, size, length and locations:

Common types: longer wood lag screws; self-drilling or self-tapping screws suitable for steel; anchors suitable for concrete or CMU. Choose type, size and length for the actual substrate and required attachment loads.

STANDARD FASTENERS SUPPLIED WITH THE PRODUCT

AGDS supplies 1-5/8-inch wood lag screws. Verify suitability and adequate engagement in structural wood; overlays or non-wood materials may require special fasteners.

Customer initials

Installer initials

Date