

CLIENT SPECIFICATIONS STANDARDS MATRIX

STRAVIK Construction Group · Controlled Document

Document No.	Revision	Effective Date	Document Owner	Status
STV-LEG-PRO-002	00 (Initial Issue)	2026-10-24	President	Issued for review / pending approval

Management system alignment: This document is aligned with ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018 requirements as applicable. STRAVIK Construction Group does not claim third-party certification to these standards. Florida Certified General Contractor License No. **[FL LICENSE NO.]**.

REVISION HISTORY

Rev.	Date	Description of Change	Prepared By	Approved By
00	2026-10-24	Initial issue for STRAVIK Construction Group	[PREPARED BY]	Michael Gaya, President

1. PURPOSE

To provide a standardized framework for identifying, organizing, and tracking clientspecific specifications, codes, and standards applicable to STRAVIK Construction Group projects. This ensures full technical compliance across all disciplines — general contracting, structures, development and infrastructure — and alignment with the corporate Quality Management System (ISO 9001, 14001, 45001).

2. SCOPE

Applies to all projects, tenders, and contract packages executed by STRAVIK Construction Group The matrix serves as the central reference for:

- Client-specific standards and manuals
- Regulatory codes and authority requirements
- Project-specific performance criteria and approved revisions

3. REFERENCES

- STV-QMS-MAN-001 Corporate Quality Manual
- STV-QF-05 Project Quality Plan (PQP)
- STV-LEG-PRO-001 Contract Agreements and Amendments
- ASTM, ACI, AISC, AWS, and ASME Codes
- Local building codes and authority regulations

4. RESPONSIBILITIES

Role Responsibility

Ensures matrix is compiled during mobilization and updated Project Manager throughout the project.

Cross-checks applicable codes and revisions; maintains compliance QA/QC Manager records.

Design Aligns drawings and submittals with client specifications. Coordinator

Document Controls revision updates and file indexing within the QMS Controller SharePoint.

5. MATRIX FORMAT AND CONTENT

Each project shall maintain a Client Specifications and Standards Matrix (STV-CLF02-XLS) containing, at minimum, the following fields:

Field Description

Specification Code or document number (e.g., ACI 318-19, ASTM C39-23). Reference

Title / Description Full name of specification.

Corresponding client document (e.g., "[COMPANY NAME] Spec Section Client Standard Ref. 03 3000").

Revision No. / Date Latest issue or amendment.

Discipline Concrete / Masonry / Steel / MEP / General.

Applicable Section Drawing or scope reference.

Field Description

Compliance Method Test, inspection, procedure, or submittal reference.

Responsibility QA/QC / Design / Procurement / Site.

Remarks Notes on deviations or clarifications.

6. IMPLEMENTATION

- Populate matrix during project kickoff based on contract documents.
- Update following each client-issued addendum or revision.
- Review during monthly quality meetings.
- Maintain both PDF (controlled) and Excel (live) versions in project QMS.

7. RECORD RETENTION

The controlled matrix shall be retained for five (5) years after project close-out in the Project Quality Folder on QMS SharePoint.

APPROVAL

Role	Name	Title	Signature	Date
Prepared By	[PREPARED BY]	[TITLE]		
Reviewed By	[QUALITY / HSE MANAGER]	[TITLE]		
Approved By	Michael Gaya	President		

This document is reviewed at least annually, or upon significant organizational, legal or operational change, and re-issued under document control per STV-GOV-POL-011.