

# PROJECT MANUAL

CONTRACT NO.: eDPW-051922-1

## EXECUTIVE DIRECTOR'S SUITE

**Prepared for:**

**The County of Delaware**  
**Department of Public Works**  
Government Center Building  
201 West Front Street  
Media, PA 19063

Prepared By:

Spiezle  
900 W. Sproul Road, Suite 201  
Springfield, PA 19064

Spiezle Project No.: 21M007.10

BID ISSUE DATE:

**April 8, 2022**

### DELAWARE COUNTY COUNCIL:

**Dr. Monica Taylor, Chair**  
**Elaine Paul Schaefer, Vice Chair**  
**Kevin M. Madden**  
**Christine A. Reuther**  
**Richard R. Womack Jr.**



# PROJECT MANUAL TABLE OF CONTENTS

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SPIEZLE COMMISSION NUMBER: 21M007.10

## TABLE OF CONTENTS

### DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS

	101	Cover Sheet
	102	Table of Contents – Refer to this TOC for items A through S and Appendices.
	A-S	See TOC above.
	Appendix	See TOC above.
Section	006000	Project Forms
Form	006010	Request for Information
Form	006020	Job Meeting Report
Form	006030	Submittal Cover Sheet
Form	006040	Submittal Matrix as Evaluation for Substitution as Approved Equal
Form	006050	Ready for Closeout

### DIVISION 01 – GENERAL REQUIREMENTS

Section	011000	Summary
Section	012500	Substitution Procedures
Section	012600	Contract Modification Procedures
Section	012900	Payment Procedures
Section	013100	Project Management And Coordination
Section	013200	Construction Progress Documentation
Section	013300	Submittal Procedures
Section	013516	Alteration Project Procedures
Section	014000	Quality Requirements
Section	014200	References
Section	015000	Temporary Facilities And Controls
Section	016000	Product Requirements
Section	017300	Execution
Section	017700	Closeout Procedures
Section	017823	Operation And Maintenance Data

Section 017839 Project Record Documents  
Section 017900 Demonstration And Training

**DIVISION 02 – EXISTING CONDITIONS**

Section 024119 Selective Demolition

**DIVISION 03 – CONCRETE**

Not Used

**DIVISION 04 – MASONRY**

Not Used

**DIVISION 05 – METALS**

Not Used

**DIVISION 06 – WOODS, PLASTICS AND COMPOSITES**

Section 060660 Modular Partition

**DIVISION 07 – THERMAL AND MOISTURE PROTECTION**

Section 079200 Joint Sealants  
Section 079219 Acoustical Joint Sealants

**DIVISION 08 – OPENINGS**

Section 081213 Hollow Metal Frames  
Section 081416 Flush Wood Doors  
Section 084126.23 Interior All-Glass Entrances  
Section 087100 Door Hardware  
Section 088000 Glazing

**DIVISION 09 – FINISHES**

Section 092216 Non-Structural Metal Framing  
Section 092900 Gypsum Board  
Section 095113 Acoustical Panel Ceilings  
Section 09650 Resilient Flooring  
Section 096813 Tile Carpeting  
Section 099123 Interior Painting

**DIVISION 21 – FIRE SUPPRESSION**

Section 210000 Fire Protection Summary Of Work  
Section 210517 Sleeves And Sleeve Seals For Fire-Suppression Piping  
Section 210518 Escutcheons For Fire-Suppression Piping  
Section 211313 Wet-Pipe Sprinkler Systems

**DIVISION 23 – HEATING, VENTILATING AND AIR CONDITIONING (HVAC)**

Section	230500	Common Work Results For Hvac
Section	230513	Common Motor Requirements For Hvac Equipment
Section	230529	Hangers And Supports For Hvac Piping And Equipment
Section	230553	Identification For Hvac Piping And Equipment
Section	230593	Testing, Adjusting, And Balancing For Hvac
Section	230700	Hvac Insulation
Section	232113	Hydronic Piping
Section	232300	Refrigerant Piping
Section	233113	Metal Ducts
Section	233300	Air Duct Accessories
Section	233723	Hvac Gravity Ventilators
Section	238126	Split-System Air-Conditioners
Section	238236	Finned-Tube Radiation Heaters

### **DIVISION 26 – ELECTRICAL**

Section	260000	Electrical Summary Of Work
Section	260500	Common Work Results For Electrical
Section	260519	Low-Voltage Electrical Power Conductors And Cables
Section	260526	Grounding And Bonding For Electrical Systems
Section	260529	Hangers And Supports For Electrical Systems
Section	260533	Raceway And Boxes For Electrical Systems
Section	260553	Identification For Electrical Systems
Section	260923	Lighting Control Devices
Section	262726	Wiring Devices
Section	265119	Led Interior Lighting

### **DIVISION 27 - COMMUNICATIONS**

Section	271500	Structured Cabling Systems And Equipment
---------	--------	--

**END OF TABLE OF CONTENTS**

**CONTRACT DOCUMENTS & SPECIFICATIONS**  
**FOR**  
**CONTRACT NO. eDPW-051922-1**

Executive Director's Suite

**April 8, 2022**

Prepared for:

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## ***Procurement and Contracting Requirements - Table of Contents***

---

<u>Section</u>		<u>Page</u>
<b><u>BID DOCUMENTS</u></b>		
A	Invitation for Bids	A-1
B	Instructions to Bidders	B-1
C	Special Notice	C-1
D	Insurance Requirements	D-1
E	Bid Guarantee	E-1
F	Consent / Agreement of Surety	F-1
G	Non-Collusion Affidavit	G-1
H	Delaware County Ordinance 2007-05, Minimum Standards of Contractor Responsibility and Eligibility Relating to Certain Procurement Contracts	H-1
I	Contractor Responsibility Certification	I-1
J	Contractor's Qualification Statement (AIA Document A305-1986)	J-1
<b><u>CONTRACT FORMS</u></b>		
K	Form of Contract	K-1
L	Bond Forms	
	Performance Bond	L-1
	Labor and Materials Bond	L-2
	Maintenance Bond	L-4
M	Waiver of Liens (For use with AIA G706A)	M-1
N	Statement of Surety Company	N-1
<b><u>CONDITIONS OF CONTRACT</u></b>		
O	Delaware County General Conditions	O-1
P	Delaware County Special Conditions	P-1

## ***Procurement and Contracting Requirements - Table of Contents***

---

<u>Section</u>	<u>Page</u>
Q Standard Specifications	
R Special Provisions	
S Nondiscrimination/Sexual Harassment Clause	

## ***Procurement and Contracting Requirements - Table of Contents***

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### **APPENDICES**

#### **Appendix A: Supplemental Contract Forms**

- |  |   |
|--|---|
| 1. <u>AIA Document G702/CMa &amp; G703</u> | Application and Certificate for Payment & Continuation Form |
| 2. <u>AIA Document G701/CMa</u>            | Change Order Form   |
| 3. <u>AIA Document G704/CMa</u>            | Certificate of Substantial Completion Form                  |
| 4. <u>AIA Document G706A</u>               | Contractor's Affidavit of Release of Liens Form             |
| 5. <u>AIA Document G707</u>                | Consent of Surety to Final Payment Form                     |

#### **Appendix B: Conditions of Contract**

1. Prevailing Wage Determination
2. Bidder Checklist
3. Construction Plans
4. AIA Document A305 – 1986 Contractor's Qualification Statement
5. The Apprenticeship and Training Act, Act of 1961, P.L. 604, No. 304, Dept. of Labor and Industry, Commonwealth of Pennsylvania
6. Statements of Policy, Department of General Services, 4 PA. Code Ch. 66, Guidelines for Administering and Enforcing the Public Works Employment Verification Act
7. Commonwealth of Pennsylvania Public Works Employment Verification Form
8. Employee Background Check



**CONTRACT NO. eDPW-051922-1**

Invitations for Bids for

**Executive Director's Suite**

The undersigned Delaware County Council will receive Proposals via Penn Bids UNTIL **10:00 a.m. Local Time**, on **May 19<sup>th</sup>, 2022**, for the Executive Director's Office

**Failure to accompany this bid with an appropriate bid security noted above will automatically disqualify the bidder.**

The contractor shall list related experience with appropriate references and complete the attached AIA Document A305 and submit with bid. In addition, the bidder shall submit with his bid a written statement describing his Apprentice Training Program and Affirmative Action Program. **In accordance with the County of Delaware Ordinance No. 2007-05, the contractor shall submit with his bid a completed Contractor Responsibility Certification Form.**

Specifications and bidding documents may be viewed Penn Bids.

All workmen performing work on this project shall be paid the general minimum **Prevailing Wage Rates** supplied herein, as determined by the Secretary of the Pennsylvania Department of Labor and Industry, in accordance with the Regulations for Pennsylvania Prevailing Wage Act.

***A highly recommended virtual Pre-Bid Conference will be held on Thursday, May 12<sup>th</sup>, 2022 at 10 am.***

***In case of inclement weather, Prospective Bidders shall phone 610-891-4000 to determine the status of the County's business. If for any reason the County's facilities are closed for business, the bids shall be submitted the next business day at the time designated above.***

If you are a person with a disability and wish to attend the bid opening, and require an auxiliary aid, service or accommodation to observe or participate in the bid opening proceedings, please contact Delaware County Department of Public Works to discuss how your needs can best be accommodated.

**Section A**  
**Invitation for Bids**

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The Delaware County Council reserves the right to reject any and all bids or parts thereof and to determine whether the quality and type of equipment and/or service to be furnished meet the requirements for which it is intended. They further reserve the right to insist or waive any technicalities required for the best interest of the County and to consider competency and responsibility of the bidder before the award of the Contract and award bids accordingly.

Delaware County Council:

Dr. Monica Taylor, Chair  
Elaine Paul Schaefer, Vice Chair  
Kevin M. Madden  
Christine A. Reuther  
Richard R. Womack  
Delaware County Council

Executive Director's Suite

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*Name and Address of Bidder*

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*Phone Number*

Terms (if offered, list here):

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**INSTRUCTIONS TO BIDDERS**

1. **PROJECT SCOPE**

The complete description of the work required to complete this project is contained in the General Conditions, Standard Specifications, Special Provisions and Construction Plans.

**PLEASE NOTE: Contractor must develop and submit their own COVID-19 Work Safety Plan, and have their plan approved by Delaware County, prior to any work starting. Contractor will be responsible for any/all additional Personal Protective Equipment (PPE), which their employees require, in accordance with PennDOT Publication 408, Section 107.08. The contractor is also required and expected to adhere to their own COVID-19 Safety Plan while working on-site. Violations to the approved COVID-19 Safety Plan can result in project delays or shut-downs. The project shall not restart until Delaware County approves the re-start of work.**

2. **TIME FOR COMPLETING WORK**

**The work under this contract must be completed within 63 consecutive calendar days from the date of the Official Notice-to-Proceed. This work must be completed in the summer to avoid increase in school traffic along the detour.** All Bidders are notified that time is of the essence of this Contract. The successful Bidder will be required to so execute the work to ensure its completion within the above number of calendar days set forth.

3. **BID INFORMATION**

The Owner may consider non-responsive any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities in or reject any and all bids. A bid which is incomplete, obscure, conditioned, or which contains additions not called for, or irregularities of any kind, including alterations or erasures, may be rejected. Any bid received after the time and date specified shall not be considered.

In the event that there is a tie between two or more lowest responsible bidders, and the place of business of one is located in Delaware County and the other(s)

**Section B**  
**Instructions to Bidders**

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is (are) located outside of the County, the Council may in their discretion opt to award the bid to the Delaware County bidder, all other relevant factors being equal.

Requests for Information are required to be submitted in writing seven (7) calendar days prior to bid opening to:

Spiezle  
900 W. Sproul Rd., Suite 201  
Springfield, PA 19064  
Email: rlinsky@spiezle.com

No bid may be withdrawn within the twenty-four (24) hours prior to the bid opening.

**The Contractor shall not transfer or sublet any portion of the work covered by these bid documents without written consent of the County.**

4. BID SUBMITTAL FORMS

The Bid Submittal Forms consist of the following:

- Invitation to Bid
- Proposal Form for Unit Price Contract
- Bid Guarantee or Certified Check
- Consent / Agreement of Surety
- Non-Collusion Affidavit
- Contractor Responsibility Certification Form
- AIA Document A305 - 1986, Contractor's Qualification Statement
- Financial Statement in accordance with A305 – 1986, Section 5.1.1
- Apprenticeship Training Program (Special Conditions No. 21)
- Affirmative Action Program (Special Conditions No. 22)

5. PREPARATION OF BIDS

Bidders will be assumed to have carefully examined **the Invitation for Bids, the Instructions to Bidders, the Form of Proposal, the Agreement, the General Conditions, Other Conditions of the Contract, the Standard Specifications, Special Provisions and the Construction Drawings for the work**, all attached hereto, and to have carefully investigated physical conditions at the site and character of the work to be done and to have inquired fully into the difficulties of construction of the work before preparing their Proposal. The Owner will not be responsible for failure of the Contractor to properly estimate such difficulties and costs, or for overlooking any of the requirements of the Contract Documents.

If, in the Bidder's opinion, any work is specified in such a manner as would make it impossible for him to guarantee to produce the required result; or should obvious and unintentional errors or omissions appear in Contract Documents, the Bidder shall refer the same in writing to the Engineer for a decision before submitting his bid. If the Bidder fails to make such reference, no extra charge thereafter will be allowed or excuse entertained for failure to carry out the work in an acceptable manner, or to produce the required results, or to remedy defects in the workmanship because of alleged impossibilities in the production of the results specified or because of inadequate or improper Specifications.

No oral interpretations of the meaning of the Contract Documents made to any prospective Bidder by any person will be binding upon the Owner to any extent or for any purpose and may not be relied upon by any prospective Bidder.

Every request for such interpretation should be in writing, addressed to:

Spiezle  
900 W. Sproul Rd., Suite 201  
Springfield, PA 19064  
Email: rlinsky@spiezle.com

To be given consideration, each request must be received at least seven (7) calendar days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instructions will be given in the form of written Addenda to the Bid Documents which will be mailed by Certified Mail to all prospective Bidders (at the respective address furnished for such purposes) not later than three (3) calendar days prior to the date fixed for the opening of bids. Failure of any Bidder to receive any such Addenda or interpretations shall

not relieve said Bidder from obligations with respect to the bid as submitted. All addenda so issued shall become part of the Contract Documents

6. CONDITIONS OF WORK

Each Bidder must inform himself fully of the conditions relating to the construction and labor under which the work will be performed; failure to do so will not relieve the successful Bidder of his obligation to furnish all material and labor necessary to carry out provisions of the Contract Documents and to complete the contemplated work for the consideration set forth in his bid.

Bidders are notified that it is obligatory upon them to obtain by their own means, information which they may require as to the existing physical conditions and, in particular, as to subsurface and groundwater conditions. Bids for all types of excavation are to be based on Unclassified Excavation which shall include all types of materials which are encountered, including, but not limited to weathered, decomposed, and sound bedrock; soil, gravel, and boulders; debris of any kind and organic matter.

7. ESTIMATED QUANTITIES

The quantities given in the Form of Proposal and attached to the Contract Documents are approximate only, being given as a basis for the uniform comparison of bids, and the Owner does not expressly or by implication warrant that the actual amount of work will correspond therewith.

8. CONTAMINATED SOILS

*Should the Engineer agree that reasons exist to believe that contaminated soil is encountered in the excavation, the Owner shall, at his cost, engage the services of an environmental services company to assess the extent, if any, of the contamination of soils. If contamination is found to be present, the contaminated soils shall be separately stockpiled on and covered by plastic sheeting at the site for disposal by the Contractor.*

**PROPOSAL**

Contract No. eDPW-051922-1

Date: \_\_\_\_\_

Council Members:

The undersigned hereby submits a proposal for Executive Director's Suite, located at the Government Center Building, 201 West Front Street, Media, Delaware County, Pennsylvania, at the following price:

**BASE BID**

Item No.	Quantity	Item Description (Unit Price in words)	Unit Price	Total Price
		_____	_____	
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		





**BASE BID**

Item No.	Quantity	Item Description (Unit Price in words)	Unit Price	Total Price
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		
		_____	_____	_____
		_____		

<p><b>TOTAL BASE BID</b></p>	<p>Dollars    \$ _____</p>
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(The unit prices supplied above are required to be indicated in both words and figures. In the event of a discrepancy between the words and figures for a given item, the price shown in words will be accepted.)

- All items must be bid.
- A performance bond and a labor and materials bond in the amount of one hundred percent (100%) of the total amount bid, and a maintenance bond must be submitted by the successful bidder within ten (10) days from the bid award date.

**IF AND WHERE DIRECTED BID**

Item No.	Quantity	Item Description (Unit Price in words)	Unit Price	Total Price

**IF AND WHERE DIRECTED BID**

\_\_\_\_\_ Dollars \$ \_\_\_\_\_

It is understood that THE INSURANCE REQUIREMENTS ARE A CRITICAL PORTION OF THIS BID. THE REQUIREMENTS **AS SET FORTH IN VARIOUS SECTIONS** MUST BE SATISFIED. IT IS UNDERSTOOD THAT NO EXCEPTIONS WILL BE MADE.

It is further understood that upon notice to furnish the County with the necessary Contract and Bonds, we will execute the attached Form of Contract and Bonds with the County of Delaware within twenty (20) calendar days after receipt of such notice.

It is understood and agreed that the County Council reserves the right to reject any and all bids and that if the Successful Bidder fails to execute the attached Contract and Bond within twenty (20) calendar days after receiving notice from the County to do so, the County Council shall be free to notify the next lowest, responsible bidder. It is understood that if the Successful Bidder shall fail to execute a Contract as set forth in these General Condition, the deposit will be forfeited as liquidated damages. Award will be based on bids for the Base Bid(s) or a combination of Base Bid(s) and if and where directed.

It is understood that this Bid may not be withdrawn for a period of sixty (60) calendar days after the date of opening thereof.

It is understood that we will start work within **Number (#)** calendar days after execution of the Contract and shall complete work in accordance with the schedule given in Section B, Instructions to Bidders, Time for Completing Work. Liquidated Damages (if any) shall be assessed as defined in the Special Conditions, Liquid Damages, for all days past this limit. It is understood that the County may, on its own decision or initiate, extend the completion date by giving notice of all parties to this Contract of its intention to extend.

Delaware County shall not be liable for any expenses, damages, or loss of profits, anticipated or otherwise.

It is understood that if our Bonding Company is not a Pennsylvania Company, the Bid Bond, Performance Bond and Payment Bond, must be countersigned by a Pennsylvania Resident Agent, with Power of Attorney so to do.

The undersigned acknowledges receipt of the foregoing Addenda and that he has prepared this bid accordingly.

<b>Addendum No.</b>	<b>Date</b>

Insert the numbers of all addenda received - If none were received, insert the word "None"

It is understood that each bidder is to prepare and present satisfactory evidence of his experience, qualifications, and financial abilities to carry out the terms of the Contract. In addition, the Prime Contractor shall prepare and present satisfactory evidence of his qualification and references related to the work.

**Material Safety Data Sheets (MSDS) must be submitted for respective products before award, in compliance with the Federal Hazard Communication Standard Act (29 CFR 1910, 1200) and various State Right-to-Know laws, as applicable.**

Our signature on this proposal page signifies that we have read and agree to comply with all parts of the Invitation, Instructions, Proposal, General Conditions, Special Conditions and Specifications of this Bid and will carry out all the conditions of the above.

The undersigned hereby certifies that this bid is genuine, and not a sham or collusive, or made in the interest or in behalf of any person, firm, or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has not, in any manner, sought by collusion to secure for himself an advantage over any other bidder.

**It is understood that the Proposal Page must have two (2) signatures, and if the firm is a corporation, the corporate seal must also be affixed when submitting bid.**

Respectfully submitted,

FIRM NAME \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TYPED NAME & TITLE \_\_\_\_\_

OFFICIAL ADDRESS \_\_\_\_\_

\_\_\_\_\_

Telephone # \_\_\_\_\_ FAX # \_\_\_\_\_

ATTEST: \_\_\_\_\_

Secretary or Assistant Secretary

Bidder will check whether the bid is by:  
an individual ( ), partnership ( ), or corporation ( ).

NOTES:

If the Bidder is a partnership, the names of all members of the firm, as well as the trading name, shall be set forth. If the Bidder is a corporation, the Bid must be executed by the President or Vice-President, and attested by the Secretary or Assistant Secretary of the corporation, with the corporate seal applied. No other names will be accepted unless accompanied by the proper certification from the corporation permitting other than the President or Vice-President and Secretary to sign contracts. If the business is operated by a sole owner, only his signature is required, and it should be noted under signature that he is the sole owner.

**COUNTY OF DELAWARE**

**VENDOR/CONTRACTOR'S INSURANCE REQUIREMENTS**

**COMPREHENSIVE GENERAL LIABILITY**

Before the Contract is awarded, the Contractor shall take out and maintain during the life of this Contract such Public Liability and Property Damage insurance as shall protect him and any sub-contractors, if any, performing work covered by this Contract, from all claims for loss arising from Property damage, personal injury and bodily injury including accidental death. Such Insurance Policy shall include Products and Completed Operations coverage and include coverage for damages that may arise from the Operations of the Contractor or by any sub-contractor or by anyone directly or indirectly employed by either of them. The Combined Single Limit of Liability required is \$3,000,000 per occurrence with a deductible of no more than \$1,000.

**VEHICLES**

Comprehensive Business Automobile Coverage shall be maintained with a Combined Single Limit of Liability in an amount no less than \$1,000,000 per occurrence with no deductible.

**CATASTROPHE UMBRELLA LIABILITY**

One million dollars in excess of Primary General.

**WORKER'S COMPENSATION**

Worker's Compensation Insurance required by Pennsylvania law covering all Owner's employees and all employees of the general contractors and all sub-contractors. A current certificate of Exempt status from the Pennsylvania Department of Labor and Industry is acceptable if the Owner is an Exempt Self-Insurer in the State of Pennsylvania.

**EMPLOYER'S LIABILITY INSURANCE:**

Employer's Liability Insurance with limits no less than \$500,000 per accident or employee disease.

The County of Delaware shall be named as an additional insured on all policies insofar as the specified Contract is concerned. In addition, the Contractor shall furnish the County with a certificate of insurance showing the type, amount, class of operations covered, effective dates and dates of expiration. All policies should also contain a sixty (60) day notice of cancellation clause.

**Section D**  
**Insurance Requirements**

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**NOTE:**

If the owner maintains a self-insurance program or a limited self-insurance program for any or all of the exposures listed above, a complete description of the program with information on excess carriers and funding arrangements should be provided. In the event that the worker's compensation is self-insured, a copy of the current exemption shall be provided.

**BID GUARANTEE**

KNOW ALL MEN BY THESE PRESENTS, THAT WE, the undersigned,  
\_\_\_\_\_, as Principal,  
and held firmly bound unto \_\_\_\_\_ as  
OWNER in the penal sum of \_\_\_\_\_  
for the payment of which, well and truly to be made, we hereby jointly and  
severally bind ourselves, successors and assigns.

Signed, this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_.

The Condition of the above obligation is such that whereas the Principal has submitted to The Delaware County Council a certain BID, attached hereto and hereby made a part hereof to enter into a contract in writing, for the Executive Director's Suite located in the Government Center Building, 201 West Front Street, Media, Delaware County, Pennsylvania.

NOW, THEREFORE,

- (a) If said BID shall be rejected, or
- (b) If said BID shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with said BID) and shall furnish a BOND for his faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection



**Section E**  
**Bid Guarantee**

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therewith and shall in all other respects perform the agreement  
created by the acceptance of said BID,

then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its BOND shall be in no way impaired or affected by any extension of the time within which the OWNER may accept such BID; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set above.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Surety

By: \_\_\_\_\_

**CONSENT/AGREEMENT OF SURETY**

The undersigned \_\_\_\_\_  
Name of Surety Company

a corporation organized and existing under the laws of  
\_\_\_\_\_ and authorized to do business

in the Commonwealth of Pennsylvania do hereby consent and agree with

The County of Delaware that if the proposal of

\_\_\_\_\_, for the project  
Name of Bidder

Executive Director's Suite  
Government Center Building  
201 West Front Street  
Media, PA 19063

be accepted and a contract for said work be awarded to said bidder, it will, upon  
its being so awarded, become the surety for said Bidder on such surety bonds as  
are called for in the Bid Documents.

Signed and Sealed (Date)

\_\_\_\_\_  
Name of Surety Company

By: \_\_\_\_\_  
Attorney-in-fact

**INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT**

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antibid-Rigging Act, 73 P.S. 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of this bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids lower than the bid of another firm, any intentionally low or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions may result in disqualification of the bid.

**NON-COLLUSION AFFIDAVIT**

Contract/Bid No. \_\_\_\_\_

State of \_\_\_\_\_ :

County of \_\_\_\_\_ :

I state that I am \_\_\_\_\_ of \_\_\_\_\_  
Title Name of Firm

and that I am authorized to make this affidavit on behalf of my firm and its owners, directors, and officers. I am the person responsible in my firm for the price(s) and the amount of this bid.

I state that:

(1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.

(2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.

(3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid lower than this bid, or to submit any intentionally low or noncompetitive bid or other form of complementary bid.

(4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.

(5) \_\_\_\_\_, its affiliates,  
Name of my firm

Subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted or found liable for any act prohibited by the State or Federal law

**Section G**  
**Non-Collusion Affidavit**

---

in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I \_\_\_\_\_ state that \_\_\_\_\_  
Name of firm

understands and acknowledges that the representations are material and important and will be relied on by Delaware County in awarding the contract(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from Delaware County of the true facts relating to the submission of bids for this contract.

\_\_\_\_\_  
Name  
\_\_\_\_\_  
Company Position

SWORN TO AND SUBSCRIBED  
BEFORE ME THIS \_\_\_\_ DAY  
OF \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public                      My Commission Expires: \_\_\_\_\_

**COUNTY OF DELAWARE PENNSYLVANIA**

**ORDINANCE No. 2021-2**

AN ORDINANCE OF THE COUNTY OF DELAWARE, COMMONWEALTH OF PENNSYLVANIA AMENDING SECTION 6-12 OF THE ADMINISTRATIVE CODE TO INCLUDE THAT COUNTY COUNCIL MEMBERS ARE PROHIBITED FROM KNOWINGLY DERIVING A FINANCIAL INTEREST FROM COUNTY CONTRACTS AND ADDING CERTAIN OTHER CONFLICT OF INTEREST PROVISIONS.

WHEREAS, pursuant to Section 6-121 of the Administrative Code (the "Code") of the County of Delaware, Commonwealth of Pennsylvania (the "County"), the Code may be amended by ordinances of the County Council; and

WHEREAS, Section 6-12.B(2) of the Code limits elected and appointed officials, the County Executive Director and department heads, and all County employees from having a business interest that would interfere with their official duties; and

WHEREAS, Section 6-12.B(2) includes only a limited restriction of Council members from having a financial interest or other conflict that would interfere with their official duties; and

WHEREAS, County Council believes that a more expansive restriction on financial interests and other conflicts of Council members will allow Delaware County citizens to be assured that Council members will not directly or indirectly knowingly realize any financial gain through their public office other than any compensation that is provided by law;

IT IS HEREBY, ENACTED AND ORDAINED BY County Council of Delaware County, Commonwealth of Pennsylvania as follows:

SECTION 1. The Code shall be amended to add a new Section 6-12.D to read as set forth below:

**§ 6-12.D County Council Members Prohibited From Knowingly Deriving a Financial Interest From County Contracts.**

(1) Prohibition Against Knowingly Deriving Financial Gain and Conflict of Interest. In addition to the limitations imposed elsewhere in this Administrative Code, including Section 6-12.B(2), no Council member shall knowingly have a financial interest (including any immediate family member having a financial interest) in any entity that is a party to a contract with the County, approved by County Council, including subcontractors.

Notwithstanding the foregoing, there shall be no violation of this Section 6-12.D(1) if a Council member recuses her or himself from voting on a contract in which such Council member (or an immediate family member) has a minor financial interest and submits a written statement listing the reasons for such recusal. Said statement shall be submitted by the Council member to the County Clerk, Council Chairman and Vice Chairman within seven (7) days of identification of the conflict by the member but not less than one (1) day prior to the Council meeting at which a vote on the contract is scheduled. Such statement shall be read into the Council minutes at such meeting.

(2). Other Prohibitions.

- (a) Council members are prohibited from receiving compensation (other than the payment of expenses) as an officer or director of (i) any entity that is a party to a contract with the County and/or (ii) any subcontractor to such an entity.
- (b) Council members are prohibited from using non-public information received through public office for their own financial benefit or the financial benefit of an immediate family member.

- (3). Conflicts of Interest. A Council member must recuse her or himself from voting on a contract if he or she knows that there is a conflict of interest (which is not a financial interest) and shall submit a written statement listing the reasons for such recusal. Such conflicts of interest shall include serving as an officer or director of a nonprofit organization that is a party to a contract with the County and/or any subcontractor to such a contract.

Said statement shall be submitted by the Council member to the County Clerk, Council Chairman and Vice Chairman within seven (7) days of identification of the conflict by the member but not less than one (1) day prior to the Council meeting at which a vote on the contract is scheduled. Such statement shall be read into the Council minutes at such meeting.

(4). Definitions.

A "financial interest" for purposes of this Section 6-12.D is any financial interest in a legal entity engaged in business for profit which comprises more than 5% of the equity of the business or more than 5% of the assets of the economic interest in indebtedness.

An "immediate family member" for purposes of this Section 6-12.D is defined as a parent, spouse, brother and sister (or like relative in laws), child(ren) and step-child(ren).

"Knowingly" or "Knows" means that the individual in question actually knew or, based on facts and circumstances, should have known, of the existence of a financial interest or conflict of interest, as applicable.

A "minor financial interest" for purposes of this Section 6-12.D is any financial interest from which a Council member and all immediate family members, in the aggregate, derives (or reasonably anticipates deriving) compensation, earnings, revenues and/or other payments not exceeding a total of \$25,000 on an annual basis (including the effect of the contract then under consideration for approval by Council).

- (5). Penalties. Any of the following penalties may be imposed for violations of the limitations in Section 6-12.D(1) as determined per Section 6-12.D (5):

- a. A reprimand of the Council member in violation.
- b. A censure of the Council member in violation.
- c. An assessment of a fine of the Council member in violation, in an amount not to exceed the lesser of (i) ten percent (10%) of the total compensation under the contract in question or (ii) \$20,000.

- d. To the extent legally permitted, termination of the contract in question and/or repayment to the County of any profit made by the contractor under such contract.
- e. Any entity, contractor or subcontractor which entered into a contract with the County which resulted in a violation of this section, may be banned as a contractor or subcontractor to the County for a period of two (2) years.

(6). **Determination of Penalties.** The determination of a penalty for the violation of this ordinance shall be made by a majority vote of County Council (not to include the Council member whose action is the subject of such vote) following such investigation and consideration of such evidence as County Council deems appropriate or such other entity or body as may be designated by resolution of County Council.

(7). **County Executive Director.** If the County Executive Director knows that he or she has a financial interest in a contract being considered for approval by County Council, he or she shall disclose such financial interest to County Council prior to approval of such contract by County Council, and such financial interest shall be noted in the minutes of the Council meeting at which such approval is considered. County Council may take appropriate disciplinary action for violation of this requirement by the County Executive Director, subject to the limitations elsewhere in the Administrative Code.

SECTION 2. This Ordinance shall take effect on the tenth day after its adoption.

ENACTED AND ORDAINED by County Council of the County of Delaware, Pennsylvania, this day of 2021.

COUNTY OF DELAWARE

\_\_\_\_\_  
Brian P. Zidek, Chair

\_\_\_\_\_  
Dr. Monica Taylor, Vice Chair

\_\_\_\_\_  
Kevin M. Madden

\_\_\_\_\_  
Elaine Paul Schaefer

\_\_\_\_\_  
Christine A. Reuther

Attested:

\_\_\_\_\_  
Anne M. Coogan  
County Clerk



**DELAWARE COUNTY COUNCIL**  
**COUNTY OF DELAWARE, PENNSYLVANIA**

**ORDINANCE NO. 2007 - 05**

**AN ORDINANCE ESTABLISHING MINIMUM STANDARDS OF CONTRACTOR  
RESPONSIBILITY AND ELIGIBILITY RELATING TO CERTAIN  
PROCUREMENT CONTRACTS**

**Section 1. Purpose**

The County of Delaware recognizes that there is a need to ensure that all work on public construction and maintenance contracts is performed by responsible, qualified firms that maintain the capacity, expertise, personnel and other qualifications and resources necessary to successfully perform such contracts in a timely, reliable and cost-effective manner.

To effectuate the purpose of selecting "responsible" contractors for public contracts and to protect the County of Delaware investments in such contracts, prospective contractors and sub-contractors should be required to meet pre-established, clearly defined, minimum standards relating to contractor responsibility. Such standards include requirements and criteria concerning technical qualifications, competency, experience, adequacy of resources, including equipment, financial and personnel, and satisfactory records regarding past project performance, safety, law compliance and business integrity.

Further, due to the critical impact that skilled construction craft labor has on public works projects, and due to the limited availability of skilled construction craft labor and imminent craft labor skill shortages, it is necessary to require contractors and subcontractors to participate in established, bona fide apprenticeship training programs for the purpose of both promoting successful project delivery and ensuring future workforce development. The County of Delaware also recognizes that it is beneficial to the local community to ensure that firms receiving public contracts provide adequate wages and benefits to their employees and utilize fair business, employment and training practices that have a positive impact on local communities affected by such contracts.

Therefore, the County of Delaware shall require compliance with the provisions of this ordinance by business entities seeking to provide services to the County of Delaware as specified herein. The requirements of this ordinance are intended to supplement, not replace, existing contractor qualification and performance standards or criteria currently required by law, public policy or contracting documents. However, in the event that any of the provisions of this ordinance conflict with any law, public policy or contracting documents, of the County of Delaware, this act shall prevail.

## **Section 2. Responsible Contractor Requirements**

- (a) All contractors and subcontractors of any tier that perform work valued at over \$50,000 on any public facility or public works project, including construction, alteration, renovation, repair, and maintenance work, shall meet the requirements of this ordinance.
- (b) All firms engaged in contracts covered by this ordinance shall be qualified, responsible contractors or subcontractors that have sufficient capabilities in all respects to successfully perform contracts on which they are engaged, including the necessary experience, equipment, technical skills and qualifications and organizational, financial and personnel resources. Qualified, responsible firms shall also have a satisfactory past performance record and a satisfactory record of law compliance, integrity and business ethics.

## **Section 3. Contractor Responsibility Certifications.**

- (a) As a condition of performing work on a public works contract subject to this ordinance, a general contractor, construction manager or other lead or prime contractor seeking award of a contract shall submit a Contractor Responsibility Certification at the time it submits its bid for a contract.
- (b) The Contractor Responsibility Certification shall be completed on a form provided by the Central Purchasing Department and shall reference the project for which a bid is being submitted by name and contract or project number.
- (c) In the Contractor Responsibility Certification the construction manager, general contractor or other lead or prime contractor shall confirm the following facts regarding its past performance and work history and its current qualifications and performance capabilities:
  - (1) The firm has or will obtain all valid, effective licenses, registrations or certificates required by federal, state, county, or local law, including, but not limited to, licenses, registrations or certificates required to:
    - (A) do business in the designated locale; and,
    - (B) perform the contract work it seeks to perform, including but not limited to, licenses, registrations or certificates for any type of trade work or specialty work which the firm proposes to self-perform.
  - (2) The firm meets the bonding requirements for the contract, required by applicable law or contract specifications and any insurance requirements, as required by applicable law or contract specifications, including general liability insurance, workers

compensation insurance and unemployment insurance requirements.

- (3) The firm has not been debarred on any project by a federal, state or local government agency or authority in the past three (3) years.
- (4) The firm has not defaulted on any project in the past three (3) years.
- (5) The firm has not had any type of business, contracting or trade license, registration or other certification suspended or revoked in the past three (3) years.
- (6) The firm has not committed a willful violation of federal or state safety laws as determined by a final decision of a court or government agency in the past three (3) years.
- (7) The firm and its owners have not been convicted of any crime relating to the contracting business by a final decision of a court or government agency for the past ten (10) years.
- (8) The firm has not within the past three (3) years been found by a final decision of a court or government agency in violation of any law applicable to its contracting business, including, but not limited to, licensing laws, tax laws, prompt payment laws, wage and hour laws, prevailing wage laws, environmental laws or others, where the result of such violation was the imposition of a fine, back pay damages or any other type of penalty in the amount of \$1,000.00 or more.
- (9) The firm will pay all craft employees that it employs on the project the current wage rates and benefits as required under applicable state or federal law for the duration of the referenced project.
- (10) The firm participates in a Class A Apprenticeship Program for each separate trade or classification in which it employs craft employees and shall continue to participate in such program or programs for the duration of the project.

(A) For purposes of this section a "Class A Apprenticeship Program" is an apprenticeship program that is currently registered with and approved by the U.S. Department of Labor or a state apprenticeship agency and has graduated apprentices to journeyman status for three (3) of the past (5) years.

(B) If a firm is identified as the lowest responsible bidder or otherwise selected as the prospective awardee or as a subcontractor of an awardee, it shall provide appropriate documentation, as

determined by the Central Purchasing Department and/or Department of Public Works, to verify it meets the requirements of this section for each trade or classification of craft workers it will employ on the project. This verification shall be provided prior to performance of work by the firm.

- (11) The firm has all other technical qualifications and resources, including equipment, personnel and financial resources, to perform the referenced contract, or will obtain same through the use of qualified, responsible subcontractors.
- (d) Execution of the Contractor Responsibility Certification required by this ordinance shall not establish a presumption of contractor responsibility and the Central Purchasing Department and/or Department of Public Works may require any other additional information it deems necessary to evaluate a prospective contractor's technical qualifications, financial capacity or other resources and performance capabilities. The Central Purchasing Department and/or Department of Public Works may require that such information be included in a separate Statement of Qualifications and Experience or as an attachment to the Contractor Responsibility Certification.
- (e) In the Contractor Responsibility Certification, the submitting firm shall stipulate that if it receives a Notice of Intent to Award Contract it will provide a Subcontractor List and required subcontractor information as specified in Section 5 of this ordinance.
- (f) If the submitting firm has ever operated under another name or controls or is controlled by another company or business entity or in the past five (5) years controlled or was controlled by another company or business entity, whether as a parent company, subsidiary or in any other business relation, it shall attach a separate statement to its Contractor Responsibility Certification that explains in detail the nature of any such relationship. Additional information may be required from such an entity if the relationship in question could potentially impact contract performance.
- (g) Contractor Responsibility Certifications shall be executed by a person who has sufficient knowledge to address all matters in the certification and shall include an attestation stating, under the penalty of perjury, that all information submitted is true, complete and accurate.
- (h) If a firm fails to provide a Contractor Responsibility Certification required by this section, it may be disqualified from bidding. No action of any nature shall lie against the County of Delaware because of its refusal to accept a bid for failing to provide information required by this section.

#### **Section 4. Notice of Intent to Award Contract.**

- (a) After if has received bids for a project, the County of Delaware shall issue a Notice of Intent to Award Contract to the firm offering the lowest responsive bid.
- (b) Such Notice shall be issued immediately or as soon as practicable after bids are submitted and shall stipulate that the contract award will be conditioned on the issuance of a written Contractor Responsibility Determination, as required by Section 6 of this ordinance and any other conditions determined appropriate by the County of Delaware.

#### **Section 5. Subcontractor Lists, Subcontractor Responsibility Certifications.**

- (a) Within seven (7) days from the date of Notice of Intent to Award Contract, a prospective awardee shall submit to the Central Purchasing Department a Subcontractor List containing the names of subcontractors that will be used for the referenced project, their addresses and a description of the work each listed subcontractor will perform on the project.
- (b) At the time a prospective awardee submits the Subcontractor List it shall also submit Subcontractor Responsibility Certifications for all listed subcontractors to the Central Purchasing Department. Subcontractor Responsibility Certifications shall be executed by the respective subcontractors and contain the same information and representations required in Contractor Responsibility Certifications.
- (c) Subcontractor Responsibility Certifications shall be executed by persons having sufficient knowledge to address all matters in the certification and shall include an attestation stating, under the penalty of perjury, that all information submitted is true, complete and accurate.

#### **Section 6. Contractor Responsibility Review and Determination**

- (a) After a Notice of Intent to Award Contract has been issued, the Central Purchasing Department shall undertake a review process for a period of at least thirty 30 days to determine whether the prospective awardee is a qualified, responsible contractor in accordance with the requirements of this ordinance and other applicable laws and regulations and has the resources and capabilities to successfully perform the contract.
- (b) As part of this review process, the Central Purchasing Department shall ensure that the Contractor Responsibility Certification, the Subcontractor List and Subcontractor Responsibility Certifications,

as required by this ordinance, have been submitted and properly executed.

- (c) The Central Purchasing Department may conduct any additional inquiries to verify the prospective awardee and its subcontractors have the technical qualifications and performance capabilities necessary to successfully perform the contract and that the firms have a sufficient record of law compliance and business integrity to justify the award of a public contract. In conducting such inquiries, the Central Purchasing Department may seek relevant information from the firm, its prior clients or customers, its subcontractors or any other relevant source.
- (d) If at the conclusion of its internal review, the Central Purchasing Department determines that all responsibility certifications have been properly completed and executed and if it concludes that the qualifications, background and responsibility of the prospective awardee and the firms on its Subcontractor List are satisfactory, it shall issue a written Contractor Responsibility Determination verifying that the prospective awardee is a qualified, responsible contractor. In the event a firm is determined to be non-responsible, the Central Purchasing Department shall advise the firm of such finding in writing and proceed to conduct a responsibility review of the next lowest, responsive bidder or, if necessary, re-bid the project.
- (e) The Contractor Responsibility Determination shall be issued at least thirty (30) days after the date of the Notice of Intent to Award Contract. This Responsibility Determination may be revoked or revised in any manner at any time in the event the Central Purchasing Department obtains relevant information warranting such revocation or revisions.

#### **Section 7. Subcontractor Responsibility Review Requirements.**

- (a) A construction manager, general contractor or other lead or prime contractor shall not be permitted to use a subcontractor on any work performed for the County of Delaware unless it has identified the subcontractor on its Subcontractor List and provided a Subcontractor Responsibility Certification in accordance with the requirements of Section 5 of this ordinance.
- (b) A subcontractor listed on a firm's Subcontractor List shall not be substituted unless written authorization is obtained from Central Purchasing Department and a Subcontractor Responsibility Certification is provided for the substitute subcontractor.
- (c) In the event that the Central Purchasing Department or the Department of Public Works determines that a prospective subcontractor listed by the apparent low bidder does not meet the

responsibility standards of this Section, it may, after informing the prospective awardee, exercise one of the following options:

- (1) permit the awardee to substitute a qualified, responsible subcontractor in accordance with the requirements of this section;
  - (2) require the awardee to self-perform the work in question if the firm has the required experience, licenses and other qualifications to perform the work in question; or
  - (3) disqualify the prospective awardee.
- (d) In the event that a subcontractor is disqualified under this ordinance, the general contractor, construction manager or other lead or prime contractor shall not be permitted to make any type of contractual claim against the Central Purchasing Department or Public Works Department and County of Delaware on the basis of a subcontractor disqualification.

#### **Section 8. Public Review Process**

- (a) The Contractor Responsibility Certification for a firm identified in a Notice of Intent to Award Contract, Subcontractor Lists and Subcontractor Responsibility Certifications shall be made immediately available to the public for inspection through a publicly accessible website or other comparable means.
- (b) During the Public Review Period, any person or organization may protest a contractor or subcontractor for failing to meet applicable requirements of this ordinance or on any other relevant grounds by submitting a written objection with supporting evidence to the Central Purchasing Department or the Public Works Department.
- (c) If the Central Purchasing Department determines that the Contractor or Subcontractor Responsibility Certification contains false or misleading material information that was provided knowingly or with reckless disregard for the truth or omits material information that was omitted knowingly or with reckless disregard of the truth, the firm for which the certification was submitted may be prohibited from performing work for the County of Delaware for a period of up to three (3) years. Such firms may also be subject to any other penalties and sanctions, including contract termination, available to the County of Delaware under law. A contract terminated under these circumstances shall further entitle the County of Delaware to withhold payment of any monies due to the firm as damages.
- (d) A procurement contract subject to this ordinance shall not be executed until all requirements of this ordinance have been fulfilled and until Contractor and Subcontractor Responsibility Certifications and

Subcontractor Lists have been made available for public inspection for at least twenty-one (21) days.

- (e) The applicability of this ordinance to any contract shall be determined by the Director of the Central Purchasing Department and such applicability may be waived in the event of emergency or in such other event when, in the opinion of the Director of Central Purchasing and with the approval of County Council, it is determined that such action would be in the best interest of the County of Delaware.

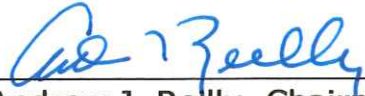
**Section 9. Severability, Effective Date.**

- (a) If any provision of this ordinance shall be held to be invalid or unenforceable by a court of competent jurisdiction, any such holding shall not invalidate any other provisions of this ordinance and all remaining provisions shall remain in full force and effect.
- (b) This ordinance shall become effective October 4, 2007, but the Central Purchasing Department and Public Works Department shall take such anticipatory administrative action in advance as shall be necessary for the implementation of this ordinance.
- (c) The requirements of this ordinance shall not apply to contracts executed prior to the effective date of this ordinance, except that the exercise of an option on a contract covered by this ordinance shall be deemed to create a new contract for purposes of this ordinance.

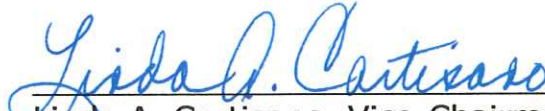
[Signature page to follow]



ENACTED AND ORDAINED by County Council of the County of Delaware, Pennsylvania, this 11th day of September 2007.



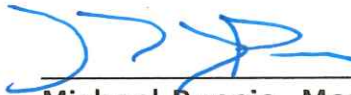
Andrew J. Reilly, Chairman



Linda A. Cartisano, Vice-Chairman



Mary Alice Brennan, Member

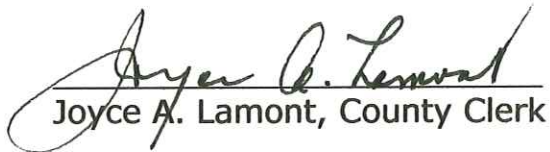


Michael Puppio, Member



John J. Whelan, Member

ATTEST:



Joyce A. Lamont, County Clerk

## Contractor Responsibility Certification

Firm Name: \_\_\_\_\_

Firm Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Email Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

The submitting firm is required to certify compliance with the contractor responsibility standards set forth below by checking appropriate boxes. Specifically, to perform work for Delaware County, submitting firms must answer "Yes" to Questions 1, 2 and 9, 10, 11, 12, 13 and 14 and answer "No" to Questions 3 through 8.

- (1) Does the firm have or will it obtain all valid, effective licenses, registrations or certificates required by federal, state, county, or local law, including, but not limited to, licenses, registrations or certificates required to: (a) do business in the designated locale; and (b) perform the contract work it seeks to perform. These shall include, but not be limited to, licenses, registrations or certificates for any type of trade work or specialty work which the firm proposes to self-perform?

Yes      No

- (2) Does the firm meet the bonding requirements for the contract, as required by applicable law or contract specifications and any insurance requirements, as required by applicable law or contract specifications, including general liability insurance, workers compensation insurance and unemployment insurance requirements?

Yes      No

- (3) Has the firm been debarred by any federal, state or local government agency or authority in the past three (3) years?

Yes      No

(4) Has the firm defaulted on any project in the past three (3) years?

Yes    No  
  

(5) Has the firm had any type of business, contracting or trade license, registration, or other certification suspended or revoked in the past three (3) years?

Yes    No  
  

(6) Has the firm been cited for a willful violation of federal or state safety laws as determined by a final decision of a court or government agency in the past three (3) years?

Yes    No  
  

(7) Has the firm or its owners been convicted of any crime relating to the contracting business as determined by a final decision of a court or government agency in the past ten (10) years?

Yes    No  
  

(8) Has the firm, in the past three (3) years, been found by a final decision of a court or government agency in violation of any law applicable to its contracting business, including, but not limited to, licensing laws, tax laws, prompt payment laws, wage and hour laws, prevailing wage laws, environmental laws or others, where the result of such violation was the payment of a fine, back pay damages or any other type of penalty in the amount of \$1,000.00 or more?

Yes    No  
  

(9) Does the firm agree to pay all craft employees that it employs on the project the current wage rates and benefits as required under applicable federal or state wage laws for the duration of the referenced project?

Yes    No  
  

(10) Does the firm participate in a Class A Apprenticeship Program for each separate trade or classification in which it employs craft employees and agree to continue to participate in such program or programs for the duration of the referenced project?

(A) For purposes of this section, a "Class A Apprenticeship Program" is an apprenticeship program that is currently registered with and approved by the U.S. Department of Labor or a state apprenticeship agency and has graduated apprentices to journey person status for at least three (3) of the past five (5) years.

(B) If a firm is identified as the lowest responsible bidder or otherwise selected as the prospective awardee or as a subcontractor of an awardee, it shall provide appropriate documentation, as determined by the Central Purchasing Department, to verify it meets the requirements of this section for each trade or classification of craft workers it will employ on the project. This verification shall be provided prior to performance of work by the firm and the documentation shall clearly indicate which crafts the firm employs and which crafts are covered by the identified apprenticeship programs.

Yes    No  
   

(11) Does the firm have all other technical qualifications and resources, including equipment, personnel and financial resources, to perform the referenced contract, or agree that it will obtain same through the use of qualified, responsible subcontractors?

Yes    No  
   

(12) Does the firm agree to notify the Central Purchasing Department of any material changes to any matters attested to in this certification within seven (7) days?

Yes    No  
   

(13) Does the firm understand and agree that, if it is a general contractor, construction manager or other prime contract and it receives a Notice of Intent to Award Contract, it shall provide the Central Purchasing Department within seven (7) days a Subcontractor List that identifies any subcontractors it will use in connection with the project and furnish Contractor Responsibility Certifications for all identified subcontractors with all required supporting documentation.

Yes    No

(14) Does the firm understand and agree that this certification must be completed by an authorized representative of the firm that that sufficient knowledge and information to address all matter addressed herein.

Yes      No  
     

In executing this Responsibility Certification, the submitting firm understands and agrees that if the Central Purchasing Department determines that this certification contains false or misleading material information that was provided knowingly or with reckless disregard for the truth or omits material information knowingly or with reckless disregard of the truth, the firm may be prohibited from performing work for the County of Delaware for a period of three (3) years. Such circumstances shall also subject the firm to any other penalties and sanctions, including contract termination, available to the County of Delaware under law. A contract terminated under these circumstances shall further entitle the County of Delaware to withhold payment of any monies due to the firm as damages.

I certify that the foregoing representations regarding the past performance and present qualifications of the undersigned firm are true and correct.

\_\_\_\_\_  
Print and Sign Name  
\_\_\_\_\_  
Title  
\_\_\_\_\_  
Name of Firm  
\_\_\_\_\_  
Date

Subscribed and sworn to  
before me this \_\_\_\_ day  
of \_\_\_\_\_, 20'

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**CONTRACTOR'S QUALIFICATION STATEMENT**

Contractor shall submit AIA Document A305 – 1986, Contractor's Qualification Statement, with Bid. (See Appendix B)

---

**FORM OF CONTRACT**

Article of Agreement made this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, 20\_\_ between \_\_\_\_\_

\_\_\_\_\_(hereinafter called Contractor)  
and the County of Delaware (hereinafter called County).

WITNESSETH:

That the Contractor covenants, promises, and agrees to and with the County to  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For the price or sum of \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

as per its annexed Bid, and to in all respects comply with the terms and  
conditions of the Annexed Proposal, Invitation to Bidders, Instructions to Bidders,  
General Conditions, Specifications and Drawings and the County covenants,  
promises, and agrees to and with the Contractor to pay it in the price of \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

It is further mutually agreed by said parties, in consideration of their aforesaid  
mutual covenants, that the annexed Invitation to Bidders, Proposal, General  
Conditions and Specifications annexed thereto constitute and are a part of the  
Contract as though fully set forth therein.

**Section L**  
**Form of Contract**

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In Witness Whereof, the Contractor and the County have hereunto caused their common of corporate Seals to be affixed hereto duly attested by their proper Officers the day and year aforesaid.

Attest: \_\_\_\_\_  
Secretary or Assistant Secretary

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COUNTY OF DELAWARE

\_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_ Date: \_\_\_\_\_  
County Clerk



**LABOR AND MATERIALS BOND**

KNOW ALL PERSONS BY THESE PRESENTS that \_\_\_\_\_  
(Principal) and \_\_\_\_\_ (Surety) are held and firmly  
bound unto the County of Delaware in the Commonwealth of Pennsylvania, (hereinafter called  
County), in the sum of: \_\_\_\_\_ lawful money of the United States of America, to  
which payment well and truly to be made, we do hereby jointly and severally bind and oblige  
ourselves, and our respective successors and assigns firmly by these presents:

Sealed with our Seals this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

Whereas, the bounden Principal has entered into a written Contract with the County to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

for the price or sum of \_\_\_\_\_  
which Contract by reference is made a part hereof:

Now, therefore, the condition of this obligation is such that if the above bounden Principal shall and will promptly pay or cause to be paid all sums of money which may be due any person, co-partnership, association or corporation for all materials furnished and labor supplied or performed in the prosecution of the work whether or not the same material or labor enter into and become component parts of the work or improvement contemplated, then this obligation to be void and of no effect, otherwise, to continue in full force and virtue.

The Principal and Surety further and severally agree with the Obligee herein that every person, co-partnership, association or corporation who whether as sub-contractor or otherwise, has furnished material or supplied or performed labor in the prosecution of the work as above mentioned and who has not been paid therefore, may use in assumpsit on this bond in the name of the County of Delaware, Obligee for his, their or its use, prosecute the same to final judgment for such sum or sums as may be justly due him, them or it, and have execution thereon, provided, however, that Obligee shall not be liable for the payment of any costs or expense of any such suit.

Recovery by any person, co-partnership, association or corporation hereunder shall be subject to the provisions of the Act of the General Assembly No. 869 approved December 20, 1967, to the same extent as if said Provisions were fully incorporated in this Bond.

It is further agreed that any alterations which may be made in terms of the Contractor in the work to be done or materials to be furnished or labor to be supplied or performed under it or the giving of the Obligee or the Principal and the Surety or Sureties or either or any of them their prospective successors and assigns, from their liability hereunder, notice to the Surety or Sureties of any such alteration, extension or forbearance being hereby waived.

**Section M**  
**Labor and Materials Bond**

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In Witness Whereof, the Principal and the Surety have hereunto caused their Common Corporate Seals to be affixed hereto duly attested by their proper Officer the day and year aforesaid.

Attest: \_\_\_\_\_  
(Secretary or Assistant Secretary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Principal)

Sealed and delivered in the presence of:

\_\_\_\_\_

\_\_\_\_\_  
(Surety)

**Section M**  
**Performance Bond**

---

**PERFORMANCE BOND**

KNOW ALL PERSONS BY THESE PRESENTS, that \_\_\_\_\_  
(PRINCIPAL) and \_\_\_\_\_ (SURETY) are held and firmly bound unto the  
County of Delaware in the Commonwealth of Pennsylvania (hereinafter called County) in  
the sum of: \$\_\_\_\_\_, lawful money of the United States of America, to  
which payment well and truly to be made, we do hereby jointly and severally bind and  
oblige ourselves and our respective successors and assignees firmly by these presents:

Sealed with our Seals this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Whereas, the above bounden Principal has entered into a written Contract with the  
County to:

---

for the prices set forth in said Proposal, which said Contract, is by reference made a part  
thereof.

Now the Condition of this obligation is such that if the above bounden Principal shall well  
and truly perform said Contract and fully and faithfully carry out and complete the same  
in all respects then this obligation shall be void and of no effect, otherwise, to continue in  
full force and virtue.

AND FURTHER, we do in the event of default, hereby authorize and empower any  
attorney of the Court of Common Pleas of the County of Delaware, Pennsylvania, or any  
other Court of record elsewhere, or any Prothonotary or Clerk of said Courts, to appear for  
us, our heirs, executors, administrators, successors or assigns, at the suit of the County of  
Delaware, its successors, or assigns obligee in the above obligations as of any term, after  
the date thereof, or hereof, and thereupon to confess judgment against us or against our  
heirs, executors, administrators, successors or assigns for the above sum  
\_\_\_\_\_ Dollars (\$\_\_\_\_\_)  
debt, besides the cost of suite and any attorney's fee of ten percent (10%) without stay of  
execution and inquisition upon any levy upon real estate is hereby waived, and  
condemnation agreed to and the exemption of personal property from levy and sale on  
any execution under and by virtue of any exemption law now in force, or which may be  
hereafter passed, is also waived.

In Witness Whereof, the Principal and the Surety have hereunto caused their common or  
Corporate Seals to be affixed hereto duly attested by their Officers, the day and year  
aforesaid.

Attest: \_\_\_\_\_  
Secretary or Assistant Secretary

\_\_\_\_\_  
\_\_\_\_\_  
Principal

Sealed and delivered in the presence of:

\_\_\_\_\_  
Surety

---

**MAINTENANCE BOND**

KNOW ALL MEN BY THESE PRESENTS:

THAT WE \_\_\_\_\_  
Name and Address of Contractor

OR WE \_\_\_\_\_  
Name and Address of Partnership

(or if a corporation with address and state in which incorporated) (herein after called the "Principal"), as Principal, and \_\_\_\_\_  
Name of Surety and Address

a corporation of the State of \_\_\_\_\_ with offices in the Commonwealth of Pennsylvania and licensed to do business in the Commonwealth of Pennsylvania (hereinafter called "Surety"), as Surety are held and firmly bound unto the County of Delaware in said Commonwealth (hereinafter called "Owner"), in the full and just sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ) lawful money of the United States of America, to be paid to the said Principal and Surety bind themselves and their respective heirs, administrators, executors, successors and assigns, jointly and severally firmly by these presents.

Signed, sealed and dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_.

WHEREAS, the Principal has entered into a certain contract with the Owner dated this \_\_\_\_\_ day of \_\_\_\_\_ A.D., 20\_\_\_\_, to furnish:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

in said County and Commonwealth, in strict conformance with the Specifications, a copy of which is or may be hereto attached.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, that if the said Principal shall remedy, without cost to the said Owner, any defect which may develop during the period of one (1) year from the date of completion, and acceptance of the work performed under said Contract, provided such defects, in the judgment of said Owner, are caused by defective or inferior materials or workmanship, then this obligation shall be null and void, otherwise remain in full force and virtue. AND FURTHER, we do in the event of default; hereby authorize and empower any attorney of the Court of Common Pleas of the County of Delaware, Pennsylvania, or any other Court of record elsewhere, or any

**Section M**  
**Maintenance Bond**

---

Prothonotary or Clerk of Said Courts, to appear for us, our heirs, executors, administrators, successors or assigns, at the suit of the Owner, its successors, or assigns obligate in the above obligations as of any term, after the date thereof or hereof and thereupon to confess judgment against us or against our heirs, executors, administrators, successors or assigns for the above sum of: \_\_\_\_\_ Dollars (\$ \_\_\_\_\_ ) debt, besides the cost of suit and an attorney's fee of ten percent (10%) without stay of execution and inquisition upon any levy upon real estate is hereby waived, and condemnation agreed to and the exemption of personal property from levy and sale on any execution under and by virtue of any exemption law now in force, or which may be hereafter be passed, is also waived.

Attest: \_\_\_\_\_  
Secretary or Assistant Secretary

\_\_\_\_\_  
\_\_\_\_\_  
Principal

Sealed and delivered in the presence of:

\_\_\_\_\_

\_\_\_\_\_  
Surety

---

**WAIVER OF LIENS**

WHEREAS, entered into a contract with \_\_\_\_\_

to provide materials and perform labor necessary for \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

upon a lot of ground located \_\_\_\_\_

NOW, THEREFORE, it is hereby stipulated and agreed by and between the said parties, as part of the said contract and for the consideration therein set forth, that neither the undersigned contractor, any sub-contractor or material man, nor any other person furnishing labor or materials to the said contractor under this contract shall file a lien, commonly called a mechanic's lien, for work done or materials furnished to remove the said bridge or any part thereof.

This stipulation is made and intended to be filed with the County Prothonotary in accordance with the requirements of Section 1402 of the Mechanics Lien Law of 1963 of the Commonwealth of Pennsylvania in such case provided.

IN WITNESS WHEREOF, the said parties hereto have hereunto set their hands and seals this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**COUNTY OF DELAWARE**

By: \_\_\_\_\_  
Authorized Signature

Attest:

**CONTRACTOR**

By: \_\_\_\_\_

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Typed Name & Title

**STATEMENT OF SURETY COMPANY**

**Delaware County Contract No. eDPW-051922-1**

In accordance with the provisions of the Contract dated \_\_\_\_\_  
between the County of Delaware, Pennsylvania, and:

\_\_\_\_\_,  
the \_\_\_\_\_ company of \_\_\_\_\_ Surety on  
the Bonds of \_\_\_\_\_,  
after a careful examination of the books and records of said Contractor or after  
receipt of an Affidavit from Contractor, which examination or Affidavit satisfies  
this Company that all claims for labor and materials have been satisfactorily  
settled, hereby approve the final payment of the said  
\_\_\_\_\_ Contractor and by  
these presents witness that payment to the Contractor of the final payment shall  
not relieve the Surety Company of any of its obligations to the County of  
Delaware, Pennsylvania, as set forth in the said Surety Company's Bonds.

IN WITNESS WHEREOF, the said Surety Company has hereunto set its hand  
and seal this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Attest:

(SEAL) \_\_\_\_\_ BY: \_\_\_\_\_  
President

NOTE: This statement, if executed by any person other than the President of  
the Company, must be accompanied by a certificate of even date  
showing authority conferred upon the person so signing to execute  
such instruments on behalf of the company represented. This  
statement must be executed and submitted by the Bonding Company,  
to the Engineer, before final payment can be certified.

**GENERAL CONDITIONS**

These General Conditions shall apply to the Contract as a whole, and to each and all branches or sub-divisions and contractors for same, should the work be divided. Approved sub-contractors should be supplied with a copy of these General Conditions and no Contract or arrangements with them shall be such as to conflict herewith.

**1. DEFINITIONS**

The following terms shall have the meanings indicated below:

- a. The CONTRACT DOCUMENTS consist of the Agreement, the Instructions to Bidders, the General Conditions, the Proposal, the Drawings and Specifications, including all modifications thereof incorporated in the Documents before their execution.
- b. The term OWNER shall mean the County of Delaware.
- c. The term OFFICERS OF OWNER shall mean the County Council of the County of Delaware.
- d. The term ARCHITECT shall mean the Design Professional who has prepared these Specifications.
- e. The term CONTRACTOR shall mean the person, firm, or corporation named in the Agreement, who will execute the work.
- f. The term SUB-CONTRACTOR includes only those having a direct Contract with a Prime Contractor for the performance of the work required under the Prime Contract, and it includes one who furnished materials worked to a special design according to the Drawings or Specifications for this work, but does not include one who merely furnishes material not so worked.
- g. Throughout the Contract Documents, the term OWNER, ARCHITECT, CONTRACTOR, and SUB-CONTRACTOR are treated as if each were of the singular number.
- h. The term WORK of the Contractor or Sub-contractor includes labor, materials, and services, or any of them.
- i. Where AS SHOWN, AS DETAILED, or words of similar import are used, it shall be understood that reference to the Drawings accompanying this specification is made, unless otherwise stated.
- j. Where AS DIRECTED, AS REQUIRED, AS PERMITTED, APPROVED, ACCEPTANCE or words of similar import are used, it shall be understood that the directions, requirements, permission, approval, or acceptance of the Owner is intended, unless otherwise stated.



- k. As used herein, PROVIDED should be understood to mean PROVIDED COMPLETE IN PLACE, that is, FURNISHED AND INSTALLED.
- l. CHANGE ORDER shall mean any changes in the work which alter the terms of conditions of the Contract, including, but not limited to, any extension of time for completion of the Contract or any additional to, or deduction from the Contract Sum for extra work or changes in the work. Change orders shall be processed on standard A.I.A. forms and shall be signed by the Owner and the Contractor prior to the start of any work affected by or included in the scope of the change.
- m. The term NOTICE, as used herein, shall mean and include all written notices, demands, instructions, claims, approvals, and disapprovals required to obtain compliance with Contract requirements. Written notice by either party to the contract shall be deemed to have been duly served if delivered to or at the last known business address of the person, firm, or corporation, the other party to the Contract, or to his, their, or its duly authorized Agent, representative or Officer, or when enclosed in a postage repaid envelope addressed to such last known business address and deposited in the United States mail.
- n. The words TIME OF COMPLETION, CONTRACT TIME, or similar shall be as indicated in the Contract Documents.
- o. The law of the place of building shall govern the construction of this Contract.

## 2. ARCHITECT'S INSPECTION

All work shall be subject to Architect's inspection; he shall make all decisions regarding the work; shall interpret the contract documents and any authorized alterations in work; shall confirm in writing any oral orders, may stop work when necessary; have no authority to approve or order changes in work.

## 3. ARCHITECT'S DECISION

All questions or disputes arising respecting any matter pertaining to the Contract or any part of it, or any breach of the Contract, or any questions and disagreements between the Owner and Contractor relating to the Meaning of the Drawings and Specifications or to kind and quality of work or materials required thereby, shall be decided by the ARCHITECT. Reference of questions under this provision must be presented prior to the final payment.

## 4. INTENT OF CONTRACT DOCUMENTS

The Contract Documents are complementary. What is called for by any one of them, shall be as binding as if called for by all. The intention of the Contract Documents is

to include the Contract Price, the cost of all labor and materials, scaffold, ladders, runs centering, shoring, staging, rigging, hoists, water, fuel, tools, plant equipment, lights, power, transportation, shop drawings, samples, tests, tools, warranties, taxes, insurance and all other service and expenses necessary for and incidental to the proper execution and completion of the work, unless distinctly specified otherwise. In interpreting the Contract Documents, words describing materials or work which have a well-known technical or trade meaning, unless otherwise specifically defined in the Contract Documents, shall be construed in accordance with such well-known meaning, recognized by Architects, Engineers and Trades.

The Specifications, Drawings, Conditions, and Instruction in Directions as set forth are intended to cooperate and agree, and they shall be interpreted so that the work exhibited in the Drawings and not mentioned in the Specifications, or vice versa, shall be included the same as if it were mentioned in the Specifications and set forth in the Drawing themselves. Any such discrepancies shall be interpreted, explained and decided by the Architect, who shall have the right to correct any errors or omissions in them as are necessary for the proper fulfillment of their intentions, either before or during the prosecution of the work, and the Contractor shall conform to and abide by whatever supplementary Drawings and explanations may be furnished by the Architect for the purpose of illustrating the work.

Where the work is shown in complete detail on only half or a portion of a Drawing or there is indication of continuation, the remainder being shown in outline, the work drawn out in detail shall be understood to apply to other portions of the structure. On all work of additions, or alterations, it shall be the responsibility of the Contractor, by personal inspection, to satisfy himself as to correctness of any information given which may affect the quantity, size and quality of material required for a satisfactorily completed Contract, whether or not such information is indicated on the Drawings or within the Specifications.

5. WORK IMPLIED

Should any incidental work or materials be required but not set forth in the Specifications and Drawings, either directly or indirectly, but which is nevertheless necessary for the proper carrying out of the intent thereof, it shall be deemed to be implied and required, and the Contractor shall furnish and install all such work and materials as fully as if they were particularly delineated and described, without additional cost to the owner.

6. ACTUAL MEASUREMENTS

In all Cases where dimensions are governed by conditions already established, the Contractor must depend entirely upon measurements taken by himself, scale or

figured dimensions to the contrary notwithstanding, but no deviation from the specified dimensions shall be made unless duly authorized by the Architect.

**7. ERRORS AND DISCREPANCIES**

If the Contractor, in the course of the work, finds any discrepancy between the Drawings or Specifications and the physical conditions of the premises, or any errors, in the Drawings or Specifications or in the layout as given by the points and instructions, it shall be his duty to immediately inform the Architect, in writing. Should any work be undertaken after the discrepancy has been noted and prior to decision by the Architect, it is understood that the Contractor will rectify, at his own expense, such work as may have been accomplished and which does not comply with the decision of the Architect.

**8. ASSUMPTION OF RISK**

The Contractor represents that he has had an opportunity to examine, and has carefully examined all of the Specifications, Drawings, Instruction and Directions in connection with the work; that he has fully acquainted himself with the actual levels, the excavations and filling required, visible obstructions or known obstructions below the surface, and all other conditions relevant to the work, the site of the work and its surroundings; and is fully aware of any variances between the actual conditions relevant to the work and the same as shown or represented in said Specifications, Drawings and Directions, as far as such variances can be determined by an inspection of the site; that he has made all investigations essential to a full understanding of the difficulties which may be encountered in performing the work and that anything in any of said Documents or in any representation, statements, or information made or furnished by Owner or Architect notwithstanding, the Contractor will, regardless of any such conditions relevant to the work, the site of the work or its surroundings, complete the work for the compensation agreed upon (except in the case of changes in the work made by the Owner or Architect and conditions at the site that cannot be determined by inspection, in connection with which the Contractor will be paid as provided in the Article regarding Changes), and will assume full and complete responsibility therefore and all risk in connection therewith. In addition, thereto, the Contractor represents that he has special qualifications for doing the work and will complete the said work to the satisfaction of Owner and Architect.

**9. SIGNING OF DOCUMENTS**

The Contract Documents shall be signed, in duplicate, by the Owner and the Contractor.

**10. ASSIGNMENT OF CONTRACT**

The Contractor shall not assign the Contract or any part thereof without the written consent of the County of Delaware. He shall not Sub-Contract without prior written approval from the County of Delaware.

**11. SUB-CONTRACTS**

As soon as practicable and before awarding any sub-contracts, the Contractor shall notify the Architect and Owner in writing, of the names of the sub-contractors proposed for the principal parts of the work, and for such other parts as the Architect or Owner may direct.

The Contractor shall not sublet or sub-contract any work to be performed, or any materials to be furnished in the performance of the contract without the written consent of the Architect or Owner.

The Contractor shall not be required to employ any sub-contractor against whom he has a reasonable objection.

If the Contractor shall sublet or sub-contract any part of the Contract, the Contractor shall be as fully responsible to the Owner of the acts and omissions of his sub-contractor as he is for the acts and omissions of persons directly employed by himself. The Architect shall, on request, furnish to any sub-contractor, whatever practicable, evidence of the amounts certified on his account.

Nothing contained in the Contract Documents shall create any contractual relationship between any sub-contractor and the Owner. The Contractor agrees to bind every sub-contractor and every subcontractor shall agree to be bound by the terms of the Instructions to Bidders, Special Conditions, General Conditions, Drawings and Specification as far as applicable to his work.

**12. OTHER CONTRACTS**

The Owner reserves the right to let other Contracts in connection with this work even if of like character to the work under this Contract. The Contractor shall afford other Contractors adequate opportunity for the introduction and storage of their materials and the execution of their work and shall properly connect and coordinate his work with their work.

If any part of the Contractor's work depends for proper execution or results upon the work of any other Contractor, the Contractor shall inspect and promptly report to the Architect and Owner, any defects in such work that render it unsuitable for such proper acceptance of the other Contractor's work as fit and proper acceptance of the

Contractor's work as fit and proper for the reception of his work, except as to defects which may develop in the other Contractor's work after the execution of subsequent work.

To ensure the proper execution of this subsequent work, the Contractor shall measure work already in place and shall at once report to the Architect any discrepancy between the executed work and the drawings.

**13. TAXES**

All Federal, State and Local Taxes, including Excise Tax, Sales and Use Taxes, when applicable, shall be included in the Proposal, and shall be paid by the Contractor.

**14. OWNER'S RIGHT TO OCCUPY**

The Owner reserves the right to occupy any portion of the project, before it has been entirely completed, with the distinct understanding that such occupancy shall in no way constitute acceptance of the work in whole or any part thereof, or of any work performed under the Contract.

The Contractor will be held strictly to the terms of the Contract regarding the diligent prosecution of the work and the time of completion of same. In case additional work is ordered or in case of delays not the fault of the Contractor, the Owner may make an equitable extension of working time by so designating in writing.

**15. DEFAULT ON PART OF CONTRACTOR**

If the Architect shall at any time be of the opinion that the Contractor is not progressing with the work as rapidly as necessary to insure its completion by the date set forth in the Contract or is neglecting to remedy any imperfections or to repair damage to public or private property; or continues to employ or re-employ negligent or careless persons; or is conducting the work in a manner disapproved by the Architect or if the Contractor stops or abandons work on any part of the construction without the written consent of the Architect, or is violating any of the provisions of the Contract, the Architect shall give the Contractor written notice of the specific deficiencies and direct the Contractor to remedy same. If, at the end of seven (7) calendar days from the date of such notice, the Contractor shall have failed to comply therewith, then the Owner may withhold all payments until the provisions of such notice are carried out and may also place additional forces, equipment, tools and materials on parts of the work at the Contractor's expense as specified or it may annul the Contract.

In case the Owner should augment the Contractor's forces, equipment, etc., as herein provided, the cost incurred in carrying on such parts of the work shall be paid by the Contractor. The Owner may retain the amount of the cost of such work from any sum

or sums due or to become due the Contractor under this Contract. If such costs exceed such unpaid balance, the Contractor shall pay the difference to the Owner.

Should the Contractor be judged as bankrupt, or if he should make a general assignment for the benefit of his creditors, or if a receiver should be appointed on account of his insolvency, or if he files any proceedings under the provisions of the Bankruptcy Act, or if he should persistently or repeatedly refuse, or should fail, except in cases for which extension of time is provided to supply enough properly skilled workmen or proper materials, or if he should fail to make prompt payment to sub-contractors or for material or labor, or persistently disregard laws, ordinances or the instruction of the Architect or otherwise be guilty of a substantial violation of any provision of the Contract, then the Owner, upon the Certificate of the Architect that sufficient cause exists to justify such action, may, without prejudice to any other right or remedy and after giving the Contractor, and his Surety, if any, seven (7) calendar days written notice, terminate the employment of the Contractor and take possession of the premises by whatever method he may deem expedient, including, but not limited to, contracting with another Contractor. The Contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the Contract price shall exceed the expense of finishing the work, including compensation for additional engineering, managerial and administrative services, such balance shall be paid to the Contractor; should the unpaid balance be insufficient to complete the work, including compensation for engineering, managerial and administrative services, the Contractor shall pay the difference to the Owner. The expense incurred by the Owner as herein provided, and the damage incurred through the Contractor's default, shall be certified by the Architect.

#### **16. REMOVAL OF EQUIPMENT**

No equipment shall be removed from the worksite by the Contractor, except as herein designated until the usefulness of such equipment on the worksite has ceased, or except with the written consent of the Architect, otherwise such removal may be considered by the Owner as an abandonment on the part of the Contractor.

In the case of annulment or rescission, or termination of this Contract for any cause whatsoever before the completion of this Project, no equipment, material or supplies shall be removed from the site without the prior authorization in writing from the Owner. Upon written notice from the Architect to do so, the Contractor shall promptly remove such equipment and supplies from the property of the Owner. The Contractor's failure to carry out the provisions of such notice shall give the right to the Owner to remove such equipment and supplies at the expense of the Contractor.

## **17. MATERIALS AND WORKMANSHIP**

Unless otherwise specifically stipulated in the Specifications, all workmanship shall be of the best quality and all equipment, materials and articles incorporated in the work under the Contract shall be new and of the best grade of their respective kinds for the purpose. The Contractor shall, if required, furnish evidence as to kind and quality of materials.

Should any dispute arise as to the quality and fitness of workmanship, equipment, materials and articles, the decision shall rest strictly with the Architect and shall be based upon the requirements of the Contract, and what is usual and customary in the execution of other work shall in no way enter any consideration or decision whatsoever.

Where equipment, materials or articles are referred to in the Specifications as equal to any particular standard, the Architect shall decide the question of quality. The Contractor shall furnish to the Architect for his approval, the name of the manufacturer of machinery, mechanical and other equipment that he contemplates incorporating in the work, together with their performance, capacities and other pertinent information.

Where required by the Specifications or when called for by the Architect, the Contractor shall furnish the Architect for approval, full information concerning the materials or articles that he contemplates incorporating in the work. Machinery, equipment, materials and articles installed or used without such approval shall be at the risk of subsequent rejection.

When the Specifications give the Contractor the option of using one of several definitely named makes or kinds of a particular item or "Approved" equal, the Contractor shall use one of the named items or submit a written request to the Architect for approval and obtain his approval of an equal before purchasing such material.

Where the Specifications call for any stipulated items, "or equal thereto and approved" or other words to that effect, the Architect shall be the sole judge of the equality of any article or material offered and reserves the right to demand the particular items stipulated.

## **18. CHANGES IN SPECIFICATIONS**

The Owner reserves the right to make any change in the location of any piece of apparatus or equipment, or roughing-in dimensions up to the time of roughing-in and to make any changes in the Drawings and Specifications, should any be found desirable previous to commencing or during the progress of the work, without in any

other respect or particular invalidating the original provisions of the Contract, without additional expense to the Owner unless such changes require additional labor and/or material. If such a change requires a less amount of labor and/or material than the original work shown or specified, the Owner will be entitled to a credit equal to the difference of the cost and installation. The greater or lesser amount, if any, to be paid the Contractor by the Owner by reason of such changes, shall be as herein specified or as agreed upon between them.

No part of the work shall be altered from that shown on the Drawings or described in the Specifications, nor shall any work in the nature of additional work, or any work not contemplated by the Contract Documents be performed except on written order of the Architect, approved by the Owner, and if any extra, additional or different work be proceeded with or executed by the Contractor without previous order given, in writing, under the hand of the Architect, as herein provided, the Contractor shall not be entitled to charge for such extra work.

#### **19. ADDITIONAL OR OMITTED WORK**

It is understood that the Owner shall have the right during the progress of construction to make any alterations, additions or omissions of work or material herein specified or shown on the Drawings that may be desired and the same shall be carried into effect by the Contractor without in any way violating the Contract. The amount of money to be added or deducted shall be agreed to, in writing, signed by the two contracting parties before any changes in the Contract Documents will be in force.

Unless specifically directed otherwise by the Architect, the Contractor shall promptly submit his itemized prices for additions, alterations or deductions prior to proceeding with the changes, which prices, if approved by the Owner, shall be added to or deducted from the Contract price.

When so directed, the Contractor shall submit separate unit prices on work for both additions to and deductions from the Contract price; adjustment, if any, in the amounts to be paid to the Contractor by reason of any change, addition or reduction shall be determined by one or more of the following methods:

1. By unit price contained in the Contractor's Proposal and incorporated in the Contract which unit prices include all charges.
2. By an acceptable lump sum Proposal from the Contractor. Such Proposal shall indicate costs for materials and labor and shall indicate overhead and profit.



3. By actual time and material costs, verified by the Owner's representative, to which it is agreed that an overhead charge of 10% and a profit of 10% will be added.
4. No extra work or change shall be made unless in pursuance of a written order from the Owner signed or countersigned by the Architect.

## 20. SUPERVISION AND LABOR

The Contractor shall provide continuous supervision of all work embraced in the Contract, from the beginning of the work to the date of final completion, by a duly authorized and competent Superintendent who shall be acceptable to the Architect. The Superintendent shall be at all times in charge of the work and shall be provided with such assistants as are necessary to properly carry on the individual branches of the work. The Superintendent shall represent the Contractor in his absence from the work, and all directions, instruction, or notices given to the Superintendent by the Architect shall be as binding as if given to the Contractor.

The Contractor shall at all times enforce good order and conduct among his employees. Every employee shall be a first-class workman and competent to perform the work assigned to him. Employees shall not be permitted to trespass or conduct themselves contrary to the rules and regulations governing the Owner's premises. Any employee of the Contractor whom the Architect considers to be detrimental to the proper carrying out of the work is to be removed promptly on the request of the Architect, and the services of such person shall not be employed on the project site without the written consent of the Architect.

## 21. ENGINEERING AND LAYOUTS

If applicable, the Contractor shall provide competent engineering and layout services, approved by the Architect, from the beginning of the work to the date of final completion of the Contract, to execute the work in accordance with the Contract requirements.

## 22. RIGHTS OF VARIOUS INTERESTS

Wherever work is being done by workmen other than those employed by the Contractor, but contiguous to his work, the respective rights of the parties involved shall, if necessary, be established by the Architect. Requests in writing for such determination shall be submitted in a timely manner by the Contractor.

**23. INSPECTION OF WORK**

The Contractor shall afford the Architect every facility for observation. All materials and workmanship shall be, at all times, subject to the inspection and acceptance of the Architect who shall have full power at any time during the progress of the work to reject any materials or workmanship which the Architect may deem unsuitable for the purpose for which they are intended, or which are not in strict conformity with the Specifications. The Architect shall also have the power to cause any inferior or unsafe work to be taken down and altered at the cost of the Contractor. When deemed necessary for the proper protection of materials or building, the materials must be sorted and handled as directed by the Architect. Every part of the work shall be executed to the entire satisfaction and acceptance of the Architect and Owner.

**24. WORK MAY BE PULLED DOWN AND OPENED UP FOR EXAMINATION AND INSPECTION**

If directed by the Owner and the Architect, the Contractor shall pull down, undo or uncover any part of completed or partially completed work or make openings therein to enable the Architect to make a proper and thorough inspection and the Contractor, after such inspection, shall repair or reconstruct such affected work to the satisfaction of the Architect.

If, in the opinion of the Architect, the work should be found unsatisfactory in any respect, the cost of exposing, removing, replacement and restoring it shall be defrayed by the Contractor.

Should the work thus exposed be found not faulty by the Architect, and if adequate opportunity was afforded for inspection of the work before it was covered or completed, the cost and expense thereby incurred shall be defrayed by the Owner or the Architect to the extent to which they mutually accept responsibility for such required corrective work.

**25. ROYALTIES AND PATENTS**

The Contractor shall obtain all necessary consents and shall pay all royalties, licenses, and fees for the use of any patented invention, article, composition or process in the work done or the materials furnished, or any part thereof embraced in this Contract. The Contractor guarantees to save harmless the Owner, its Officers, members, Agents and employees from the liability of any kind of nature including cost and expense on account of suits and claims of any kind for the violation or infringement of any such patent rights by the Contractor or by anyone directly or indirectly employed by him, for, by reason of the use of any art, process, method, manufacture, or

composition of matter patented or un-patented in the performance of this Contract, in violation or infringement of any such patented rights.

The Contractor shall pay for all royalties, claims, and fees for any patented invention, article, or arrangements that may be used in the work under Agreement.

## **26. PERMITS, LICENSES AND CERTIFICATES**

The Contractor shall arrange for the issuance of all Local permits required both temporary and permanent and the Contractor shall include in his price the cost of any of these items. All other licenses, certificates, inspections, survey and/or inspection fees shall be paid by the Contractor including license to practice his trade.

The Contractor shall deliver to the Architect certificates of inspection and certificate of occupancy where such are required.

The Contractor shall furnish to the local authorities all necessary bonds or cash deposits required as a pledge and security for the protection or maintenance of any public property.

The Contractor and each of his sub-contractors shall secure and pay for all inspections and certification of their work as required by laws and regulations in effect in the locality in which the project is built including those of the Underwriter's and other regulatory bodies.

## **27. BUILDING REGULATIONS**

The requirements of all applicable laws, rules and regulations of Local and State Departments governing building construction and equipment, shall be followed, and all work shall be carried out in strict accordance with such requirements even though each item involved be not herein particularly mentioned or shown on the drawings.

Work required by the Drawings and Specifications above or in excess of the standards required by the above-mentioned laws and regulations shall be provided as specified.

If the Drawings and Specifications are at variance with the above-mentioned laws and regulations, the Contractor shall promptly notify the Architect, in writing, and any necessary changes shall be made as provided in the Contract. If the Contractor performs any work contrary to such laws, rules and regulations, and without such notice to the Architect, he shall bear all costs arising therefrom.

**28. COOPERATION**

The Contractor shall cooperate with the other Contractors on the work and with the Owner so that the completion of all portions of the work may proceed with all possible speed. The Contractor will be required to furnish any and all other Contractors, whose work is fitted to his, detail and erection Drawings giving full information regarding the fabrication and assembly of his work.

So far as possible, these drawings shall show checked field measurements. The Contractor shall further cooperate in timing his work to join with the work of the Contractors or the Owner.

**29. MOVING MATERIALS**

If it becomes necessary at any time during the execution of the work to move materials or equipment which have been temporarily placed, the Contractor or Sub-contractor furnishing said materials shall, when so directed by the Architect, move them or cause them to be moved without additional charge.

**30. RECEIVING MATERIAL FURNISHED BY OTHERS**

Whenever the Contractor or any Sub-contractor shall receive items from another Contractor or the Owner for storage, erection or installations, the Contractor or Sub-contractor receiving such items shall give receipt for the items delivered, and thereafter will be held responsible for the care, storage and any necessary replacing of items received.

**31. INJURY TO PROPERTY**

Should any direct or indirect injury be done to any existing installation or structures, or to public or private property of any kind or to any structure, materials, or fixtures, resulting from any act or omission on the part of the Contractor, his Sub-contractor, Employees or Agents, the Contractor shall, at his own expense, restore the same equal to its condition before the said damage or injury was done by repairing, replacing, rebuilding or otherwise as may be required by the Owner, Architect or the Owner of the damaged property.

The Contractor shall take all necessary precautions to avoid injury or damage to buildings, driveways, sidewalks, grading, pipes, conduits, etc., and shall, unless otherwise specified, restore such structures, property, materials, etc., at his own cost and expense to a condition equal to that existing before such damage was done, by repairing, rebuilding, or otherwise, as may be required by the Owner, or shall make good such injury or damage in a satisfactory manner.

The Contractor shall be responsible for any injury or damage to the property of the Owner or to the property of any Public Utility Company included in this contract by or on account of any act, omission, neglect or misconduct of the Contractor in the prosecution of the work or in the storage of materials and equipment.

The Contractor shall properly safeguard the work under this Agreement and shall make good at his own expense all injuries or damages to said work before its completion and final acceptance.

### 32. BONDS

Should any surety upon the bonds for the performance of the Contract and payment for materials and labor become unsatisfactory to the Owner, the Contractor shall promptly furnish such additional security as may be required from time to time to protect the interest of the Owner and of persons supplying materials and labor in the prosecution of the work required by the Contract, including any change therein.

### 33. CUTTING AND PATCHING

The General Contractor shall do all demolition, cutting, patching, removals, additions, adjustments and replacements of building construction and finishes necessary for the installation of work of mechanical, electrical and other separate Contractors. All work shall be performed so as to leave the buildings and structures complete and watertight and, in a condition, satisfactory to the Architect.

The Contractor for Mechanical and Electrical construction shall furnish all labor, material and equipment and perform all operations for the demolition, removal, salvaging, disposition of materials and alterations to the installations and equipment, utilities and services of their respective trades. Any cost of cutting and fittings caused by defective or ill-timed work shall be borne by the party responsible, therefore.

The Contractor shall not endanger any work by cutting, fitting or otherwise. The Contractor shall not cut or alter the work of any other Contractor.

### 34. ORDER OF COMPLETION

The Contractor shall complete any portion or portions of the work in such order as may be stated in the Specifications. All work shall be so arranged, and Contractors shall so coordinate their work as to complete the work by the date as set forth in the Contract.

**35. SUSPENSION OF WORK DUE TO UNFAVORABLE CONDITIONS**

If, in the judgment of the Architect, the Contractor is taking undue risk in the interruption of ongoing site operations and risk of damage to any part of the building by proceeding with the work during unfavorable weather or other conditions, the Architect shall immediately verbally notify the Contractor or his representative on the site, confirming the same in writing, with copies to the Owner. The Owner may thereupon suspend the work temporarily either wholly or in part, for such period or periods as it may be necessary on account of unsuitable weather or other conditions unfavorable for the safe and proper prosecution of the work. In case of such suspension, no allowance will be made to the Contractor for any expense resulting therefrom. The Owner shall not be liable to the Contractor in any manner for any other charges whatsoever arising out of a suspension in the work of either this Contractor or any Contractor engaged on this Project. It shall be clearly understood that the failure of the Owner or Architect to suspend the work shall not relieve the Contractor of his responsibility for compliance with the conditions of the Contract.

**36. SUSPENSION OF WORK DUE TO FAULT OF CONTRACTOR**

Should the Contractor fail to comply with any order of the Architect relative to any particular part of the work, the Architect shall have the right to suspend the work on any or all parts until his orders respecting the particular parts are complied with. In case of such suspension, which shall be considered due to the fault of the Contractor, it shall be at the expense of the Contractor on account of idle equipment or forces during the terms of such suspension.

**37. SUSPENSION OF WORK DUE TO UNFORESEEN CAUSES**

If the Contractor shall be delayed in the completion of his work by reason of unforeseeable causes beyond his control and without his fault or knowledge; such as acts of God or of a public enemy, fire, flood, epidemic, quarantine, restriction, strike, riot, civil commotion or freight embargo, the period may be extended as hereinafter provided. Suspension of work as outlined above shall not in themselves operate to extend the Contract date of completion.

**38. REQUEST FOR EXTENSION**

The request for extension of time shall be submitted by the Contractor to the Owner and the Architect setting forth his reasons, therefore. In submitting such requests, the Contractor shall state the completion date as stated in the existing Contract, any changes that have been authorized, and the date he is now requesting as a new completion date. The Owner will grant or deny such request at such time as he deems proper.

The Owner shall not be liable to the Contractor in any manner for any expenses, damages, loss of profits, anticipated or otherwise, or any other charge whatsoever arising out of an extension in the completion date of the work of either this Contract or any Contractor engaged on this Project.

### **39. STOPPAGE OF WORK BY ARCHITECT**

Should conditions arise which, in the opinion of the Architect, warrant a stoppage of work, then the Architect may so direct. If the work is stopped and the Architect subsequently directs its resumption, the Contractor shall resume full operation within the period of ten (10) calendar days after date of written notice. The Owner shall not be liable to the Contractor in any manner for any expenses, damages, loss of profits, anticipated or otherwise, or any other charges whatsoever arising out of the stoppage of the work of either this Contract or any Contractor engaged on this project. Any work done by the Contractor during the period of suspension shall be at his sole risk and he shall receive no pay therefore, unless the construction is subsequently ordered to be and is resumed and the work during the intervals of the suspension can be utilized in the resumed work.

In the event the Owner determines that any or all of the work as outlined in the Contract shall be terminated, the Contractor shall request payment for the percentage of the work that he actually has completed under the Contract.

The Owner will then determine the percentage of such work that has been completed and the Contractor will accept as full payment the sum of money determined by applying that percentage to the sum that would have been paid under the terms of the Contract, had all of the work been completed.

### **40. MONTHLY ESTIMATES AND PAYMENTS**

Immediately following the receipt of executed copy of Contract, the Contractor shall submit, on forms approved by the Architect, a detailed breakdown of all items of work entering into the Contract. This detailed breakdown will show quantities of the respective items and the allowances for labor, materials and other costs entering into each item. The detailed breakdown when approved by the Architect shall be used as a basis by the Contractor in preparing monthly estimates for payment and shall, as accurately as possible, reflect the true division of cost of the respective items entering into the Contract.

As long as the work herein contracted for its prosecuted in accordance with the provisions of this Contract and with such progress as may insure completion by the date set forth in the Contract and to the satisfaction of the Architect and owner, then

**Section P**  
**General Conditions**

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the Owner will make payment to the Contractor for the value of the work completed at monthly intervals.

Monthly estimates shall be prepared by the Contractor on forms approved by the Architect and will indicate the quantity and value of the work done and materials incorporated by the Contractor to the end of the monthly estimate period. The monthly estimate will be forwarded by the Contractor, for approval to the Architect, and he shall, in turn, forward it to the Owner. Materials in reasonable quantities that are delivered and accepted for incorporation in the work but not yet so used may be included on monthly estimates for payment.

The Contractor shall submit with the monthly estimate, reflecting the unincorporated material, original and two (2) copies of itemized receipt invoices showing payment for such material by the Contractor and delivery slips certifying to the delivery of the quantities set forth on the estimate to the site of this work, upon the property of the Owner.

The Contractor shall mark or identify such material and shall be solely responsible for its safekeeping and usability of the time it is to be incorporated in the structure or project, and shall, at his own expense, care for and protect the same and take out insurance against theft, loss from any other cause, damage, destruction and/or such other risks as may be involved, which would render the aforesaid materials unfit or unavailable for incorporation in the project.

Payment for materials stored at the site shall be based on 50% of actual cost for same as shown by the receipted invoices and shall not exceed the cost of materials as indicated on the approved "Breakdown Sheet" for the particular items involved. Monthly payments to the Contractor will be made on the basis of submission prepared by the Contractor as above explained. The form will require breakdown of total work completed to date of submission. From this total will be deducted ten percent (10%). From the resultant amount will be deducted all previous payments. The remainder, as approved, will constitute current amount due. The retained ten percent (10%) will be paid when the project has been finally accepted by the Owner. No estimates given or payment made shall be conclusive of the performance of the Contract either wholly or in part and no estimates or certificates of final payment shall be construed to be an acceptance of inferior or defective work or materials.

In Contracts exceeding \$50,000.00 for the construction, reconstruction, alteration or repair of any public building or other public work or public improvement, including heating or plumbing contracts, under the terms of which the Contractor is required to give a performance bond and labor and material payment bond, the Owner, in order to insure the proper performance of the Contract, shall withhold from the Contractor sums not to exceed 10% of the amount due the Contractor until 50% of the Contract



is completed. The sum or sums withheld by the Owner from the Contractor after the Contract is 50% completed shall not exceed 5% of the amount due the Contractor.

#### **41. ACCEPTANCE AND FINAL PAYMENT**

Whenever, in the opinion of the Architect, the Contractor shall have completed his Contract in accordance with terms thereof, the Owner and the Architect shall make a final observation of the entire work and, if satisfied that the Contractor has completely performed the Contract, the Contractor shall be instructed to submit a final estimate showing the entire amount of each class of work performed and the value thereof with such deductions as may be due the Owner under the Contracts or of such additions as may be due the Contractors. The total payments due to the Contractor cannot, however, exceed the sum authorized by the Owner under the terms of the Contract. The Architect shall certify to the Owner the aggregate amount of said final estimates due to the Contractor and that all work in the Contract has been fully completed.

The final payment shall not become due and payable until the Contractor shall have furnished the Owner with satisfactory evidence that all labor and materials, outstanding claims and indebtedness of whatsoever nature arising out of the performance of the Contract have been paid, and until the Contractor shall have furnished a written General Release statement to such effect executed by Contractor and Sureties, which will further provide that payment to the Contractor of the final estimate shall not relieve any Surety of its obligation to the Owner as set forth in the Surety Bonds.

Where one or more claims against the Contractor, which are in controversy, appear unsatisfied, the Owner shall have the discretion to direct final payment to be withheld or a partial payment to be made from the retained percentage, should it be determined that the withholding of the entire final payment would work a hardship on the Contractor or delay the final payments to other Contractors on the project. If only partial payment is permitted under the paragraph from the retained percentage, final payment shall not be made until the Contractor shall have furnished satisfactory evidence and a statement from the Surety that all claims against the Contractor have been paid; that payment to the Contractor of the Contract balance shall not relieve any Surety of any of its obligations to the Owner as provided in the Surety Bond. The acceptance by the Contractor of the final payment made as aforesaid, shall operate as and be a release to the Owner and every member and agent thereof from all claims and liabilities to the Contractor for (1) anything done or furnished for, or relating to the work or (2) any act or neglect of the Owner, or of any person relating to or affecting the work, but his final payment shall not relieve the Contractor from his indemnity obligations under the terms of the Contract.

**42. ESTOPPEL AND WAIVER OF LEGAL RIGHTS**

Neither the Owner nor the Architect shall be precluded or estopped by the measurements, estimate, or certificate, made or given by any of them or by any of their agents or employees, under any provision of the Contract, at any time, either before or after the completion and acceptance of the work and payment thereof, pursuant to any measurements, estimates, or certificate, from showing the true and correct amount or character of the work performed and materials furnished by the Contractor, nor from showing, at any time, that any such measurements, estimate or certificate is untrue or incorrectly made in any particular, or that the work or materials or any parts thereof do not conform in fact to Specifications and Contract. The Owner shall have the right to reject the whole or any part of the aforesaid work or materials should the said measurements, estimate, certificate or payments be found or be known to be inconsistent with terms of the Contract, or otherwise improperly given, and the Owner shall not be precluded or estopped notwithstanding any such measurements, estimate, or certificate or payment in accordance therewith from demands and recovering from the Contractor and/or his surety such damages as may sustain by reason of his failure to comply with the terms of the Specification and Contract, or on account of any over payments made on any estimate or certificate. Neither the acceptance by the Owner or Architect or any of their agents or employees, nor any certificate approved for payment of money; nor any payments for, nor acceptance of, the whole or any part of the work by the Owner, nor any extension of time nor any possession taken by the Owner or its employees shall operate as a waiver of any portion of the Contract or any power therein reserved by the Owner, or any right to damages herein provided, nor shall any waiver of any breach of the Contract be held to be a waiver of any other or subsequent breach.

**43. CHASES, THIMBLES, SLEEVES**

The General Contractor shall construct, or have built into the building walls, floors, ceilings and partitions all chases, thimbles, sleeves, inserts, bolts, hangers and fastening devices that are necessary. All other prime or separate Contractors shall furnish to the General Contractor, for installation, all material in required locations.

If the foregoing has not been complied with within such time as may be necessary so that the work can progress along with the structure, then the Sub-contractor or separate Prime Contractor whose work is affected shall make and bear expenses for such changes incidental to the construction as may be required so that his work can be properly installed. All such work shall be undertaken only after securing the Architect's approval.

**44. HIRING, ETC.**

That, in the hiring of employees for the performance of work under this Contract or any Sub-Contract hereunder, no Contractor, shall by reason of race, creed, or color or sex discriminate against any citizen of the Commonwealth of Pennsylvania who is qualified and available to perform the work to which employment relates.

**45. SHOP DRAWINGS AND SAMPLES**

Shop Drawings are drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are prepared by the Contractor or Sub-contractor, manufacturer, supplier or distributor and which illustrate some portion of the work; samples are physical examples furnished by the Contractor to illustrate materials, equipment or workmanship and to establish standards by which the work will be judged.

The Contractor shall review, stamp with his approval and submit, with reasonable promptness and in orderly sequence so as to cause no delay in the work or in the work of any other Contractor, all shop drawings required by the Contract Documents or subsequently by the Architect as covered by Modifications. Shop drawings and samples shall be properly identified as specified, or as the Architect may require, Contractor shall notify the Architect in writing of any deviation in the shop drawings from the requirements of the Contract Documents at the time of submission.

The Contractor shall make any corrections required by the Architect and shall resubmit the required number of corrected copies of shop drawings or new samples until approved. The Contractor shall direct specific attention in writing or on resubmitted shop drawings to revisions other than the corrections requested by the Architect on previous submissions.

The Architect's approval of Shop Drawings or Samples shall not relieve the Contractor of responsibility for any deviation from the requirements of the Contract Documents unless the Contractor has informed the Architect in writing of such deviation at the time of submission and the Architect has given written approval to the specific deviation, nor shall the Architect's approval relieve the Contractor from responsibility for errors or omissions in the Shop Drawings or Samples.

For each Shop Drawing required, the Contractor shall submit one copy of an acceptable, legible, reproducible (sepia) print of the original tracing, along with two (2) prints. The Architect will mark as previously specified and return corrected sepia print to Contractor. This process shall be repeated until approved shop drawings are received. Five (5) prints of approval sepia, along with the sepia print, will be finally submitted. All sepia prints will become the property of the Owner.

**46. AS-BUILT DRAWINGS**

At termination of work and before final payment, submit As-built drawings of the work completed.

After approval, submit one (1) corrected bound copy and two (2) electronic CD's in PDF Format.

**47. REQUIRED BREAKDOWN OF PROJECT COSTS AND FORM FOR MONTHLY BILLINGS**

American Institute of Architects Document G702, "Application and Certificate for Payment", and Document G702A, "Continuation Sheet", will be used for all monthly billings on this project.

**48. PREVAILING WAGE RATES**

If Prevailing Wage Rates apply, the Contractor shall conform to and be bound by the laws of the Commonwealth of Pennsylvania, relating to conditions of employment with respect to Act. No. 442. Prevailing Wage Rates apply to any project over \$25,000.00

**49. CONTRACTOR'S SECURITY**

Upon notice to the Contractor that he is the low bidder, and before award of the Contract, the Contractor shall furnish two (2) Bonds with Surety acceptable to the County, as follows:

One in the full amount of the Contract conditioned for the faithful performance of said Contract, including the indemnification of the Owner, in all respects set forth in these General Conditions and Specifications.

And the other for the full amount of the Contract conditioned to pay for all labor and materials which may be furnished to the Contract or which may enter into the Contract with right in all persons, firms or Corporation furnishing such labor or materials to sue on said Bond in the name of the Owner, for his, their, or its use.

The Delaware County Council will also require a Maintenance Bond in the amount of ten percent (10%) of the Contract price conditioned that the Principal shall remedy, without cost to the Owner, any defects which may develop during the period of one (1) year from date of completion and acceptance of the work performed under the Contract.

To each Bond shall be attached a recent financial statement of the Surety, along with a Power of Attorney showing that the person signing the Bonds on behalf of the Surety has power to do so.

The surety Bonds are subject to the approval of County Council. No Surety Bond will be approved unless the bonding Company shall have a rating of at least "B+" in Best's Key Rating Guide and shall be approved by the United States Department of the Treasury as a surety Company acceptable on Federal Bonds. In addition, the bonding Company shall have been registered with the Office of judicial support and the Office for Recording of Deeds of the **County of Delaware**.

The bonds shall be duly executed by the successful bidder as principal and by the signers of the Agreement of Prepared Surety, or Sureties. If the Owner determines that the Sureties are not acceptable, the bidder shall replace the bond with bonds offered by Sureties, which are acceptable to the Council within ten (10) calendar days of notification by the Council.

#### **50. STEEL PRODUCTS**

In accordance with the Pennsylvania Steel Products Procurement Act #1978-3, it is required that if any steel products are to be used or supplied in the performance of the Contract only steel products as defined in said act shall be used or supplied in the performance of the Contract or any sub-contracts thereunder.

Steel products as defined in said act are products made from steel made in the United States by the open hearth, basic oxygen, electric furnace, Bessemer or other steel making process. These steel products include products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more of such operations.

#### **51. MATERIAL SAFETY DATA SHEETS (MSDS)**

Material Safety Data Sheets (MSDS) must be submitted for respective products with the Bid proposal, in compliance with the Federal Hazard Communication Standard Act (29 CFR 1910, 1200) and various State Right-to-Know laws.

#### **52. GENERAL NOTES**

Contracts shall be awarded to the lowest responsible bidder. In determining "lowest responsible bidder", in addition to price, the Central Purchasing Department in its pre-award evaluation shall, in consultation with the affected department head, ascertain and consider:

- a. The expertise of the bidder to perform the Contract or provide the service required;

- b. Whether the bidder can perform the Contract or provide the service promptly, or within the time specified and with adequate supervisory personnel;
- c. The character, integrity, reputation and judgment of the bidder;
- d. The quality of performance on previous contracts and services;
- e. The previous and existing compliance by the bidder with laws and ordinances relating to the Contract or service;
- f. The sufficiency of the financial resources of the bidder to perform the Contract or provide the service;
- g. The ready availability of supplies necessary to discharge performance in a prompt and workmanlike manner;
- h. The ability of the bidder to provide future maintenance and services for the use of the subject Contract;
- i. The number and scope of conditions attached to the bid.

(The acceptance of all bids for contracts is made expressly conditional upon a satisfactory rating from a pre-award investigation conducted by the Central Purchasing Department).

The following will automatically disqualify a low bidder:

- a. Default on the payment of taxes, licenses, or other monies due the County.
- b. Default, breach or repudiation on past contracts which reflect a course of performance deemed deleterious to the County's best interest.

When the award is not given to the lowest bidder, a full and complete statement of the reasons for placing the order elsewhere shall be prepared by the Central Purchasing Department and filed with the other papers relating to the transaction.

No verbal instructions or information will be binding. These specifications will be considered clear and complete unless attention is directed in writing to the Director of Public Works, County of Delaware, Delaware County Government Center, Media, Pennsylvania, to any apparent discrepancies or omissions thereof, before the opening of the Bids. Bidders should act promptly and allow sufficient time for replay to reach them before the submission of their Bids. Should any change in Specifications be required, an Addendum will be issued to all Bidders and receipt by the Bidders of the Form of Addendum must be acknowledged in space provided on Proposal Page.

**Section P**  
**General Conditions**

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Forms of Proposal are provided in these Specifications. This form must be used in submitting Proposal and must be signed by the Bidder.

**DELAWARE COUNTY SPECIAL CONDITIONS**

These General Conditions shall apply to the Contract as a whole, and to each and all branches or sub-divisions and contractors for same, should the work be divided. Sub-contractors shall have access to read a copy of these Special Conditions and no Contract or arrangements with them shall be such as to conflict herewith. Any requirements contained in the General Conditions which differ from any requirements contained in these "Special Conditions" shall be superseded by the requirements of these "Special Conditions".

**1. ARRANGEMENT OF THE SPECIFICATIONS**

- A. The Contractor is advised that the arrangement of the technical sections of the Specifications is furnished for his convenience only. The allocation of items of work between his Sub-contractors is entirely the responsibility of the Contractor.
- B. The Prime Contractors shall have a project foreman on-site whenever a Sub-contractor of the Prime Contractor is on-site to perform work. Sub-contractors shall submit all Owner related items to project foreman including operational and facility inquiries, building / room access. Scheduling conflicts and site coordination requests. It is the sole responsibility of the Prime Contractors to engage with Owner and Architect, or their designated representatives to satisfy the Sub-contractors request.
- C. Materials and installation shall comply with the appropriate technical section of this specification unless otherwise indicated.

**2. SAFETY DURING CONSTRUCTION**

- A. The Contractor shall enforce suitable rules and provide the required guards and protective devices for the safe prosecution of the work and for the safety and health of the men employed in it and the public in general, both inside and outside the limit of Contract. The contractors are responsible for compliance with the Federal Occupational Safety and Health Act of 1970.
- B. The Prime Contractor and all Sub-contractors shall immediately report all accidents, injuries, or health hazards to the Owner and Architect, or their designated representatives, in writing.
- C. It shall be the single and sole responsibility of the Contractor to ensure



that his activities comply with all applicable safety requirements, including, but not limited to local, state and federal regulations. Neither the Architect nor the Owner shall owe any duty under this Contract or otherwise to the Contractor or its agents, employees or guests to inspect the work or otherwise ensure compliance by the Contractor with applicable safety requirements. No increases in the Contract price or extensions in the Contract time of completion shall be given by the Owner as the consequence of the Contractor's failure to so comply.

3. STANDARD OF QUALITY

See General Condition, Paragraph 17.

4. SUBSTITUTIONS OF MATERIAL

Bidders wishing to obtain acceptance on items other than those specified by name shall submit their request to the Architect not less than ten (10) days before the bid opening, provided that such request is in accordance with the terms of conditions of the Contract Documents.

Acceptance by the Architect will be in the form of an addendum to the Specifications issued to all prospective bidders indicating that the additional brand or brands are approved as equal to those specified so far as the requirements of the project are concerned. If the bidders do not elect to obtain prior approval during the time so specified, they have thereby evidenced their intention and are bound to provide all those articles and brand names stated in the Specifications.

5. CASH ALLOWANCES

In accordance with the Commonwealth of Pennsylvania Laws and Regulations, no cash allowances are included in the Project Manual and Contracts.

The Drawings and / or Specifications indicate the standard of quality and the finite quantity of materials and work, specialties, and items of work required, where such quantities can be determined prior to commencement of the work.

In those instances where it is known that quantities required may exceed those specified, as the result of conditions impossible to anticipate, the Contractor shall state in his Proposal the unit price for such additional work, but no cash allowance for such additional quantity will be permitted.

6. DAMAGE TO PROPERTY

See General Conditions, Paragraph 31.

7. CLEAN-UP

The Contractor shall be responsible for periodic cleaning up of the building and premises. He shall remove all refuse of any kind regardless as to who may have left it. No rubbish shall be burned at the site. The Contractor shall also be responsible for keeping all property outside of the immediate work areas and material storage areas clean and free from all equipment, materials, and debris. If any condition in violation of this requirement persists more than twenty-four (24) hours after notification by the Owner or Architect, the Owner shall have the right to abate the condition (without notice to the Contractor responsible) and charge the cost of abatement to the responsible Contractor.

8. DRAWINGS AND SPECIFICATIONS FURNISHED TO CONTRACTORS

Following the execution of their respective Contracts, Contractors shall be entitled to receive from the Architect, without charge, sets of Contract Drawings and Specifications as follows:

A. Prime Contractors – 3 sets

Should a Contractor require a greater number of copies of Drawings and Specifications than above provided, he shall arrange to obtain them from the Architect and pay the cost involved.

9. WARRANTY

Supplementing any specific guarantee or warranties provided for in any other provision of this Contract for the work to be performed hereunder; each Contractor covenants and agrees to remedy without cost to the Owner, any defect which may develop one (1) year from the date of completion and acceptance of the work performed under this Contract, or damage which may be caused by such defects, provided such defects, in the judgment of the Owner, are caused by inferior materials and workmanship.

10. OPERATIONS AND STORAGE AREAS

All operations of the Contractor (including storage of materials) shall be confined to areas authorized or approved by the Owner. No unauthorized or unwarranted entry upon, passage through, or storage or disposal of material

shall be made upon area not so authorized or approved. The Contractor responsible shall be liable for any and all damage caused by him to such area.

11. SCAFFOLDS, LADDERS, RUNS, AND HOISTS

The Contractor shall construct and maintain such temporary scaffolds, ladders, runs, hoists, centering, shoring, and other facilities as required to construct the work under his contract.

12. TIME FOR COMMENCEMENT AND COMPLETION

See General Conditions, Paragraph 34.

13. CODES AND PERMITS

See General Conditions, Paragraphs 26 and 27.

14. GENERAL SCOPE OF WORK

See General Conditions, Paragraph 4.

15. INDEMNIFICATION AGAINST SUITS

The Contractor shall indemnify and save harmless the Owner, the Board, its members and officers, the Architect, his assistants, and all others who may act for the Board or the Owner from all suits and actions of every kind, nature, and description brought by anyone whatsoever against them or any of them in any manner connected with the contract here proposed or the work thereunder; provided that nothing herein stated shall be construed to preclude the Contractor from maintaining an action at law for money which may be due to him under the Contract.

16. COMPETENT WORKMEN – RATES OF WAGES

No person shall be employed to do work under such Contract except competent and first-class workmen and mechanics. No workmen shall be regarded as competent and first-class, within the meaning of this clause, except those who are fully skilled in their respective branches of labor, and who shall be paid not less than such rates of wages and for such hours' work as shall be the established and current rate of wages paid for such hours by employers or organized labor in doing of similar work in the general geographical location of the project.

17. LINES, LEVELS, ETC.

The Contractor shall, at his own expense, procure datum information, grades, elevations, verify existing construction, etc., at the site, before starting work, otherwise any cost of correction shall be entirely at the contractor's expense.

18. REGULATIONS FOR PENNSYLVANIA PREVAILING WAGE ACT

- A. The general prevailing minimum wage rates including contributions for employee benefits as shall have been determined by the Secretary which must be paid to the workmen employed in the performance of the contracts.

The Contractor shall pay no less than the wage rates as determined in the decision of the Secretary of Labor and Industry and shall comply with the conditions of the Pennsylvania Prevailing Wage Act approved August 15, 1961 (No. 442), as amended August 9, 1963 (No. 342), and the Regulations issued pursuant thereto, to assure the full and proper payment of said wages.

- B. The contract provisions shall apply to all work performed on the Contract by the Contractor and to all work performed on the Contract by the Sub-contractors.
- C. The Contractor shall insert in each of the Sub-contracts all of the stipulations contained in these required provisions and such other stipulations as may be required.
- D. The Contract shall provide that no workmen may be employed on the public work except in accordance with the classifications set forth in the decision of the Secretary. In the event that additional or different classifications are necessary the procedures set forth in Section 7 of these Regulations shall be followed.
- E. The Contract shall provide that all workmen employed or working on the public work shall be paid unconditionally, regardless of whether any contractual relationship exists or the nature of any contractual relationship which may be alleged to exist between any contractor, sub-contractor and workmen, not less than once a week without deduction or rebate, on any account, either directly or indirectly, except authorized deductions, the full amounts due at the time of payment, computed at the rates applicable to the time worked in the appropriate classification. Nothing in the contract,

- the Act or these Regulations shall prohibit the payment of more than the general prevailing minimum wage rates as determined by the Secretary to any workmen on public work.
- F. The Contract shall provide that the Contractor and each Sub-contractor shall post for the entire period of construction the wage determination decisions of the Secretary, including the effective date of any changes thereof, in a prominent and easily accessible place or places used by them to pay workmen their wages. The posted notice of wage rates must contain the following information:
1. Name of Project.
  2. Name of public body for which it is being constructed.
  3. The crafts and classifications of workmen listed in the Secretary's general prevailing minimum wage rate determination for the particular project.
  4. The general prevailing minimum wage rates determination for each craft and classification and the effective date of any changes.
  5. A statement advising workmen that if they have been paid less than the general prevailing minimum wage rate for their job classification or that the Contractor and / or Sub-contractor are not complying with the Act or these Regulations in any manner whatsoever they may file a protest in writing with the Secretary of Labor and Industry within three months of the date of the occurrence, objecting to the payment by any contractor to the extent of the amount or amounts due or to become due to them as wages for work performed on the public work project.
- Any workman paid less than the rate specified in the Contract shall have a civil right of action for the difference between the wage paid and the wages stipulated in the contract, which right of action must be exercised within six months from the occurrence of the event creating such right.
- G. The Contract shall provide that the Contractor and all Sub-contractors shall keep an accurate record showing the name, craft, and / or classification, number of hours worked per day, and the actual hourly rate of wage paid (including employee benefits) to each workman employed by him in connection with the public work and such record must include any deductions from each workman. The record shall be preserved for two

- years from the date of payment and shall be open at all reasonable hours to the inspection of the public body awarding the contract and to the Secretary of his duly authorized representatives.
- H. The Contract shall provide that apprentices shall be limited to such numbers as shall be in accordance with a bona fide apprenticeship program registered with and approved by the Pennsylvania Apprenticeship and Training Council and only apprentices whose training and employment are in full compliance with the provisions of the Apprenticeship and Training Act approved July 14, 1961 (No. 304) and the Rules and Regulations issued pursuant thereto shall be employed on the public work project. Any workman using the tools of a craft who does not qualify as an apprentice within the provisions of this subsection shall be paid the rate predetermined for journeyman in that particular craft and / or classification.
- I. Wages shall be paid without any deductions except authorized deductions. Employers not parties to a contract requiring contributions for employee benefits which the Secretary has determined to be included in the general prevailing minimum wage rate shall pay the monetary equivalent thereof directly to the workmen.
- J. Payment of compensation to workmen for work performed on public work on a lump sum basis, or a piece work system, or a price certain for the completion of a certain amount of work, or the production of a certain result shall be deemed a violation of the Act and these Regulations, regardless of the average hourly earnings resulting therefrom.
- K. The Contract shall also provide that each contractor and each sub-contractor shall file a statement each week and a final statement at the conclusion of the work on the Contract with the contracting agency, under oath, and in form satisfactory to the Secretary, certifying that all workmen have been paid wages in strict conformity with the provisions of the Contract as prescribed by this Section 3 of these Regulations, or if any wages remain unpaid to set forth the amount of wages due and owing to each workman respectively.
- L. The provisions of the Act and the Regulations are hereby incorporated by reference in the Contract.

**19. LIQUIDATED DAMAGES**

- A. The Owner will suffer damages if the construction contract(s) is not complete as set forth in the Proposal Form(s).
- B. The Contractor and Contractor's surety company shall be liable for and shall pay to the Owner the sum of \$500.00 per day as Liquidated Damages for each calendar day of delay until the construction contract is complete.

**20. PROJECT SCHEDULE**

- A. Provide Project Schedule in accordance with other Sections of these Specifications.
- B. Include within the Project Schedule the related work activities of all trades by task / event with completion time frame, allowable slippage and critical start and finish dates. Incorporate milestones for Owner responsibilities.
- C. Acceptable formats for presentation of Project Schedule include:
  - 1. Simplified overlapping and coordinated bar charts with a timeline and activity dates and duration.
  - 2. A network schedule using the critical path method (cpm) of plotting nodes (events) and connecting arrows (activities).
- D. Update the Project Schedule as required to accommodate field and project conditions. Issue an updated Project Schedule to the Owner for review and approval every Three (3) weeks or as required to inform the Owner of deviations and revisions.
- E. The project shall be complete and operational in the time frame specified in Section B, Instructions to Bidders, Time for Completing Work. The time for completing work stated in Instructions to Bidders, Time for Completing Work shall be considered the contract limit as defined in the Proposal Form in section C. It is understood that the County may, on its own decision or initiate, extend the completion date by giving notice to all parties to this contract of its intention to extend. The County shall not be liable for any expenses, damages, loss of profits, anticipated or otherwise for extending this contract.

**21. APPRENTICESHIP TRAINING**

- A. A bidder and all sub-contractors they may eventually employ on this Project shall each be a participant in a state or federally approved Apprenticeship Training Program. Each bidder shall submit with his / her proposal a complete description of the Apprenticeship Training Program in which the bidder participates. The bidder shall also provide with his / her bid a written statement that if awarded a contract, the bidder will employ apprentices enrolled in a state or federally approved Apprenticeships Training Program under the direction of experienced supervisors.
- B. If requested by the Owner, the bidder shall submit within three (3) days of the date of the request, the name, address, and telephone number of the state and federal agency which certifies the bidder's Apprentice / Training Program and the bidders identification number (if any) that would enable the Owner's representative to verify the information provided by the bidder.
- C. Failure of a bidder to provide information as required under this paragraph shall be cause for disqualification of the bidder's proposal.

**22. AFFIRMATIVE ACTION PROGRAM**

- A. Each bidder shall have a formal documented Affirmative Action Program and must provide with his / her proposal a written statement describing the exact nature, scope and history of their Affirmative Action Program in the interest of extending work opportunities to qualified minority workers.
- B. Failure of a bidder to provide information as required under this paragraph shall be cause for disqualification of the bidder's proposal.

**23. SUB-CONTRACTOR ON SITE**

Prime Contractors shall have a project foreman on-site whenever a Sub-contractor of such Prime Contractor is on-site to perform work. Sub-contractors shall submit all Owner related items to project foreman including operational and facility inquiries, building / room access, scheduling conflicts and site coordination requests. It is the sole responsibility of the Prime Contractors to engage with Owner and Architect, or their designated representatives to satisfy the Sub-contractor's request.



**24. CRIMINAL BACKGROUND CHECK POLICY**

The County will require all construction workmen working at the Facility to undergo a criminal background check. See Employee Background Requirements listed in Appendix B.

**STANDARD SPECIFICATIONS**

**See Division 01 through 27 of the Project Manual.**

**SPECIAL PROVISIONS**

**NONDISCRIMINATION/SEXUAL HARASSMENT CLAUSE**

The Contactor agrees:

1. In the hiring of any employee(s) for the manufacture of supplies, performance of work, or any other activity required under the contract or any sub-contract, the Contractor, each sub-contractor, or any person acting on behalf of the Contractor or sub-contractor, shall not, discriminate in violation of the *Pennsylvania Human Relations Act* (PHRA) and applicable federal laws against any citizen, who is qualified and available to perform the work to which the employment relates.
2. Neither the Contractor nor any sub-contractor nor any person on their behalf shall in any manner discriminate in violation of the PHRA and applicable federal laws against or intimidate any employee involved in the manufacture of supplies, the performance or work, or any other activity required under the contract.
3. The Contractor and each sub-contractor shall establish and maintain a written nondiscrimination and sexual harassment policy and shall inform their employees of the policy. The policy must contain a provision that sexual harassment will not be tolerated and employees who practice it will be disciplined. Posting this Nondiscrimination/Sexual Harassment Clause conspicuously in easily-accessible and well- lighted places customarily frequented by employees at or near where the contract services are performed shall satisfy this requirement.
4. The Contractor and each sub-contractor shall not discriminate in violation of PHRA and applicable federal laws against any sub-contractor or supplier who is qualified to perform the work to which the contract relates.
5. The Contractor and each sub-contractor represents that it is presently in compliance with and will maintain compliance with all applicable federal, state and local laws and regulations relating to nondiscrimination and sexual harassment. The Contractor and each sub-contractor further represents that it has filed a Standard Form 100 Employer Information Report ("EEO-1") with the U.S. Equal Employment Opportunity Commission ("EEOC") and shall file an annual EEO-1 report with the EEOC as required for employers' subject to Title VII of the Civil Rights Act of 1964, as amended, that have 100 or more employees and employers that have federal government contracts or first-tier sub-contracts and have 50 or more employees. The Contractor and each sub-contractor shall, upon request and within the time periods requested by the County, furnish all necessary employment documents and records, including EEO-1 reports and permit access to their books, records and accounts by the contracting agency and the Bureau of Small Business

**Section T**  
**Nondiscrimination/Sexual Harassment Clause**

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Opportunities (BSBO), for purpose of ascertaining compliance with provisions of the Nondiscrimination/Sexual Harassment Clause.

6. The Contractor shall include the provisions of this Nondiscrimination/Sexual Harassment Clause in every sub-contract so those provisions applicable to sub-contractors will be binding upon each sub-contractor.
7. The Contractor's and each sub-contractor's obligation pursuant to these provisions are ongoing from and after the effective date of the contract through termination date thereof. Accordingly, the Contractor and each sub-contractor shall have an obligation to inform the County if, at any time during the term of the Contract, it becomes aware of any actions or occurrences that would result in violation of these provisions.
8. The County may cancel or terminate the Contract and all money due or to become due under the Contract may be forfeited for a violation of the terms and conditions of the Nondiscrimination/Sexual Harassment Clause.

**APPLICATION AND CERTIFICATE FOR PAYMENT CONSTRUCTION MANAGER-ADVISER EDITION**

AIA DOCUMENT G702/CMa (Instructions on reverse side)

TO OWNER: PROJECT: \_\_\_\_\_

FROM CONTRACTOR: VIA CONSTRUCTION MANAGER: \_\_\_\_\_

CONTRACT FOR: VIA ARCHITECT: \_\_\_\_\_

APPLICATION NO.: \_\_\_\_\_ Distribution to:  
 PERIOD TO:  OWNER  
 PROJECT NOS.:  CONSTRUCTION  
 MANAGER  
 ARCHITECT  
 CONTRACTOR

CONTRACT DATE: \_\_\_\_\_

**CONTRACTOR'S APPLICATION FOR PAYMENT**

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

**CONTRACTOR:** \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ State of: \_\_\_\_\_

County of: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

Notary Public: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

**CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

**AMOUNT CERTIFIED** ..... \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER: \_\_\_\_\_ Date: \_\_\_\_\_

ARCHITECT: \_\_\_\_\_ Date: \_\_\_\_\_

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
NET CHANGES by Change Order		

1. **ORIGINAL CONTRACT SUM** ..... \$ \_\_\_\_\_

2. **Net Change By Change Orders** ..... \$ \_\_\_\_\_

3. **CONTRACT SUM TO DATE (Line 1 + 2)** ..... \$ \_\_\_\_\_

4. **TOTAL COMPLETED & STORED TO DATE** ..... \$ \_\_\_\_\_  
 (Column G on G702)

5. **RETAINAGE:**

a. \_\_\_\_\_ % of Completed Work \$ \_\_\_\_\_  
 (Columns D + E on G703)

b. \_\_\_\_\_ % of Stored Material \$ \_\_\_\_\_  
 (Column F on G703)

Total Retainage (Line 5a + 5b or Total in Column I of G703) ..... \$ \_\_\_\_\_

6. **TOTAL EARNED LESS RETAINAGE** ..... \$ \_\_\_\_\_  
 (Line 4 less Line 5 Total)

7. **LESS PREVIOUS CERTIFICATES FOR PAYMENT** ..... \$ \_\_\_\_\_  
 (Line 6 from prior Certificate)

8. **CURRENT PAYMENT DUE** ..... \$ \_\_\_\_\_

9. **BALANCE TO FINISH, INCLUDING RETAINAGE** ..... \$ \_\_\_\_\_  
 (Line 3 less Line 6)

## INSTRUCTION SHEET

FOR AIA DOCUMENT G702/CMa, APPLICATION AND CERTIFICATE FOR PAYMENT  
CONSTRUCTION MANAGER-ADVISER EDITION

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### A. GENERAL INFORMATION

AIA Document G702/CMa, Application and Certificate for Payment, Construction Manager-Adviser Edition, is to be used in conjunction with AIA Document G703, Continuation Sheet. These documents are designed to be used on a Project where a Construction Manager is employed as an adviser to the Owner, but not as a constructor, and where multiple Contractors have direct Agreements with the Owner. Procedures for their use are covered in AIA Document A201/CMa, General Conditions of the Contract for Construction, Construction Manager-Adviser Edition, 1992 Edition.

### B. COMPLETING THE G702/CMa FORM:

After the Contractor has completed AIA Document G703, Continuation Sheet, summary information should be transferred to AIA Document G702/CMa, Application and Certificate for Payment, Construction Manager-Adviser Edition.

The Contractor should sign G702/CMa, have it notarized and submit it, together with G703, to the Construction Manager and Architect.

The Construction Manager and Architect should review G702/CMa and G703 and, if they are acceptable, complete the Certificate for Payment on G702/CMa. The Construction Manager and Architect may certify a different amount than that applied for, pursuant to Paragraphs 9.5 and 9.6 of A201/CMa. They should then initial all figures on G702/CMa and G703 that have been changed to conform to the amount certified and attach an explanation. The completed G702/CMa and G703 should be forwarded to the Owner.

### C. COMPLETING THE G703 FORM:

**Heading:** This information should be completed to be consistent with similar information on AIA Document G702/CMa, Application and Certificate for Payment, Construction Manager-Adviser Edition.

**Columns A, B & C:** These columns should be completed by identifying the various portions of the Project and their scheduled value consistent with the schedule of values submitted to the Architect at the commencement of the Project or as subsequently adjusted. The breakdown may be by sections of the Work or by Subcontractors and should remain consistent throughout the Project. Multiple pages should be used when required.

Column C should be subtotaled at the bottom when more than one page is used and totaled on the last page. Initially, this total should equal the original Contract Sum. The total of column C may be adjusted by Change Orders during the Project.

**Column D:** Enter in this column the amount of completed work covered by the previous application (columns D & E from the previous application). Values from column F (Materials Presently Stored) from the previous application should not be entered in this column.

**Column E:** Enter here the value of Work completed at the time of this application, including the value of materials incorporated into the project which were listed on the previous application under Materials Presently Stored (column F).

**Column F:** Enter here the value of Materials Presently Stored for which payment is sought. The total of the column *must* be recalculated at the end of each pay period. This value covers both materials newly stored for which payment is sought and materials previously stored which are not yet incorporated into the Project. Mere payment by the Owner for stored materials does not result in a deduction from this column. Only as materials are incorporated into the Project is their value deducted from this column and incorporated into column E (Work Completed--This Period).

**Column G:** Enter here the total of columns D, E and F. Calculate the percentage completed by dividing column G by column C.

**Column H:** Enter here the difference between column C (Scheduled Value) and column G (Total Completed and Stored to Date).

**Column I:** This column is normally used only for contracts where variable retainage is permitted on a line-item basis. It need not be completed on projects where a constant retainage is withheld from the overall contract amount.

**Change Orders:** Although Change Orders could be incorporated by changing the schedule of values each time a Change Order is added to the Project, this is not normally done. Usually, Change Orders are listed separately, either on their own G703 form or at the end of the basic schedule. The amount of the original contract adjusted by Change Orders is to be entered in the appropriate location on the G702/CMa form.

**Construction Change Directives:** Amounts not in dispute that have been included in Construction Change Directives should be incorporated into one or more Change Orders. Amounts remaining in dispute should be dealt with according to Paragraph 7.3 in A201/CMa.

### D. MAKING PAYMENT

The Owner should make payment directly to the Contractor based on the amount certified by the Construction Manager and Architect on AIA Document G702/CMa, Application and Certificate for Payment, Construction Manager-Adviser Edition. The completed form contains the name and address of the Contractor. Payment should not be made to any other party unless specifically indicated on G702/CMa.

# CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:  
 APPLICATION DATE:  
 PERIOD TO:  
 ARCHITECT'S PROJECT NO.:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D		E WORK COMPLETED THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE)
			FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED					

AIA DOCUMENT G703 • CONTINUATION SHEET FOR G702 • 1992 EDITION • AIA® • ©1992 • THE AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVENUE, N.W., WASHINGTON, D.C. 20006-5292 • **WARNING: Unlicensed photocopying violates U.S. copyright laws and will subject the violator to legal prosecution.**



G703-1992

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# INSTRUCTION SHEET

FOR AIA DOCUMENT G703

## A. GENERAL INFORMATION

### 1. Purpose and Related Documents

AIA Document G702, Application and Certificate for Payment, is to be used in conjunction with AIA Document G703, Continuation Sheet. These documents are designed for use on Projects where the Contractor has a direct Agreement with the Owner. Procedures for their use are covered in AIA Document A201, General Conditions of the Contract for Construction, 1987 Edition.

### 2. Use of Current Documents

The user should consult the AIA, an AIA component chapter or a current AIA Documents List to determine the current edition of each document.

### 3. Limited License for Reproduction

AIA Document G703 is a copyrighted work and may not be reproduced or excerpted from in substantial part without the express written permission of the AIA. The document is intended to be used as a consumable—that is, the original document purchased by the user is intended to be consumed in the course of being used. There is no implied permission to reproduce this document, nor does membership in The American Institute of Architects confer any further rights to reproduce G703. A limited license is hereby granted to retail purchasers to reproduce a maximum of ten copies of a completed or executed G703, but only for use in connection with a particular Project. Further reproductions are prohibited without the express written permission of the AIA.

## B. COMPLETING THE G703 FORM:

**Heading:** This information should be completed in a manner consistent with similar information on AIA Document G702, Application and Certificate for Payment.

**Columns A, B & C:** These columns should be completed by identifying the various portions of the Project and their scheduled values consistent with the schedule of values submitted to the Architect at the commencement of the Project or as subsequently adjusted. The breakdown may be by sections of the Work or by Subcontractors and should remain consistent throughout the Project. Multiple pages should be used when required.

Column C should be subtotaled at the bottom when more than one page is used and totaled on the last page. Initially, this total should equal the original Contract Sum. The total of column C may be adjusted by Change Orders during the Project.

**Column D:** Enter in this column the amount of completed Work covered by the previous application (columns D & E from the previous application). Values from column F (Materials Presently Stored) from the previous application should not be entered in this column.

**Column E:** Enter here the value of Work completed at the time of this application, including the value of materials incorporated in the project that were listed on the previous application under Materials Presently Stored (column F).

**Column F:** Enter here the value of Materials Presently Stored for which payment is sought. The total of the column must be recalculated at the end of each pay period. This value covers both materials newly stored for which payment is sought and materials previously stored which are not yet incorporated into the Project. Mere payment by the Owner for stored materials does not result in a deduction from this column. Only as materials are incorporated into the Project is their value deducted from this column and incorporated into column E (Work Completed—This Period.)

**Column G:** Enter here the total of columns D, E and F. Calculate the percentage completed by dividing column G by column C.

**Column H:** Enter here the difference between column C (Scheduled Value) and column G (Total Completed and Stored to Date).

**Column I:** This column is normally used only for contracts where variable retainage is permitted on a line-item basis. It need not be completed on projects where a constant retainage is withheld from the overall contract amount.

**Change Orders:** Although Change Orders could be incorporated by changing the schedule of values each time a Change Order is added to the Project, this is not normally done. Usually, Change Orders are listed separately, either on their own G703 form or at the end of the basic schedule. The amount of the original contract adjusted by Change Orders is to be entered in the appropriate location on the G702 form.

**Construction Change Directives:** Amounts not in dispute that have been included in Construction Change Directives should be incorporated into one or more Change Orders. Amounts remaining in dispute should be dealt with according to Paragraph 7.3 in A201.

The following is an example of a Continuation Sheet for work in progress. Please note that dollar amounts shown below are for illustrative purposes only, and are not intended to reflect actual construction costs.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
1	MOBILIZATION	5,000	5,000	0	0	5,000	100	0	NOT APPLICABLE TO CONSTANT RATE RETAINAGE
2	STUMP REMOVAL	5,000	5,000	0	0	5,000	100	0	
3	EARTH WORK	15,000	10,000	5,000	0	15,000	100	0	
4	LOWER RETAINING WALL	10,000	0	5,000	0	5,000	50	5,000	
5	CURBS & MISC. CONC.	5,000	0	0	0	0	0	5,000	
6	PAVING, UPPER DRIVE	20,000	0	0	0	0	0	20,000	
7	PAVING, LOWER DRIVE	20,000	0	0	0	0	0	20,000	
8	PAVERS	20,000	0	0	10,000	10,000	50	10,000	
9	BRICK WORK	5,000	0	0	0	0	0	5,000	
		105,000	10,000	10,000	10,000	40,000		65,000	

# CHANGE ORDER

FOR INFORMATION ONLY. ORIGINAL, COPYRIGHTED DOCUMENTS  
MAY BE OBTAINED AT <http://www.aia.org/constructiondocs/index.htm>

## CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G701/CMa

- OWNER
- CONSTRUCTION MANAGER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

(Instructions on reverse side)

PROJECT:

*(Name and address)*

CHANGE ORDER NO.:

INITIATION DATE:

TO CONTRACTOR:

*(Name and address)*

PROJECT NOS.:

CONTRACT FOR:

CONTRACT DATE:

The Contract is changed as follows:

### Not valid until signed by the Owner, Construction Manager, Architect and Contractor.

The original (Contract Sum) (Guaranteed Maximum Price) was ..... \$

Net change by previously authorized Change Orders ..... \$

The (Contract Sum) (Guaranteed Maximum Price) prior to this Change Order was ..... \$

The (Contract Sum) (Guaranteed Maximum Price) will be (increased) (decreased) (unchanged) by  
this Change Order ..... \$

The new (Contract Sum) (Guaranteed Maximum Price) including this Change Order will be .... \$

The Contract Time will be (increased) (decreased) (unchanged) by ..... ( ) days

The date of Substantial Completion as of the date of this Change Order therefore is .....

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

CONSTRUCTION MANAGER

ADDRESS

BY DATE

CONTRACTOR

ADDRESS

BY DATE

ARCHITECT

ADDRESS

BY DATE

OWNER

ADDRESS

BY DATE



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## INSTRUCTION SHEET

FOR AIA DOCUMENT G701/CMa, CHANGE ORDER  
CONSTRUCTION MANAGER-ADVISER EDITION

---

### A. GENERAL INFORMATION

#### 1. Purpose

This document is intended for use in implementing changes in the Work agreed to by the Owner, Construction Manager, Architect and Contractor. Execution of a completed G701/CMa form indicates agreement upon all the terms of the change, including any changes in the Contract Sum (or Guaranteed Maximum Price) and Contract Time. In contrast, AIA Document G714/CMa, Construction Change Directive, Construction Manager-Adviser Edition, should be used in situations where, for whatever reason, the Owner and Contractor have not reached agreement upon the proposed changes in Contract Sum or Contract Time, and where changes in the Work need to be implemented expeditiously in order to avoid a delay in the Project.

#### 2. Related Documents

This document was prepared for use under the terms of AIA Document A201/CMa, General Conditions of the Contract for Construction, Construction Manager-Adviser Edition.

#### 3. Use of Current Documents

Prior to using any AIA document, the user should consult the AIA, an AIA component chapter or a current AIA Documents List to determine the current edition of each document.

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### B. COMPLETING THE G701/CMa FORM

#### 1. Description of Change in the Contract

Insert a detailed description of the change to be made in the Contract by this Change Order, including any Drawings, Specifications, documents or other supporting data to clarify the scope of the change.

#### 2. Determination of Costs

Insert the following information in the blanks provided, and strike out the terms in parentheses that do not apply:

- a) the original Contract Sum or Guaranteed Maximum Price;
- b) the net change by previously authorized Change Order (note that this does not include changes authorized by Construction Change Directive unless such a change was subsequently agreed to by the Contractor and recorded as a Change Order);
- c) the Contract Sum or Guaranteed Maximum Price prior to this Change Order;
- d) the amount of increase or decrease, if any, in the Contract Sum or Guaranteed Maximum Price; and
- e) the new Contract Sum or Guaranteed Maximum Price as adjusted by this Change Order.

#### 3. Change in Contract Time

Insert the following information in the blanks provided, and strike out the terms in parentheses that do not apply:

- a) in number of days, the increase or decrease, if any, in the Contract Time; and
- b) the date of Substantial Completion, including any adjustment effected by this Change Order.

### C. EXECUTION OF THE DOCUMENT

When the Owner, Construction Manager, Architect and Contractor have reached agreement on the change to be made in the Contract, including any adjustments in the Contract Sum (or Guaranteed Maximum Price) and Contract Time, the G701/CMa document should be executed in quadruplicate by the two parties, the Construction Manager and Architect, each of whom retains an original.



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# CERTIFICATE OF SUBSTANTIAL COMPLETION

## CONSTRUCTION MANAGER-ADVISER EDITION

AIA DOCUMENT G704/CMa

(Instructions on reverse side)

- OWNER
- CONSTRUCTION MANAGER
- ARCHITECT
- CONTRACTOR
- FIELD
- OTHER

PROJECT:

*(Name and address)*

PROJECT NOS.:

CONTRACT FOR:

CONTRACT DATE:

TO OWNER:

*(Name and address)*

TO CONTRACTOR:

*(Name and address)*

DATE OF ISSUANCE:

PROJECT OR DESIGNATED PORTION SHALL INCLUDE:

The Work performed under this Contract has been reviewed and found, to the Construction Manager's and Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion thereof is sufficiently complete in accordance with the Contract Documents so the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion thereof designated above is hereby established as

which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

\_\_\_\_\_  
CONSTRUCTION MANAGER BY \_\_\_\_\_ DATE \_\_\_\_\_

\_\_\_\_\_  
ARCHITECT BY \_\_\_\_\_ DATE \_\_\_\_\_

The Contractor will complete or correct the Work on the list of items attached hereto within \_\_\_\_\_ days from the above date of Substantial Completion.

\_\_\_\_\_  
CONTRACTOR BY \_\_\_\_\_ DATE \_\_\_\_\_

The Owner accepts the Work or designated portion thereof as substantially complete and will assume full possession thereof at (time) on \_\_\_\_\_ (date).

\_\_\_\_\_  
OWNER BY \_\_\_\_\_ DATE \_\_\_\_\_

The responsibilities of the Owner and the Contractor for security, maintenance, heat, utilities, damage to the Work and insurance shall be as follows:

*(Note—Owner's and Contractor's legal and insurance counsel should determine and review insurance requirements and coverage.)*



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## INSTRUCTION SHEET

FOR AIA DOCUMENT G704/CMa, CERTIFICATE OF SUBSTANTIAL COMPLETION  
CONSTRUCTION MANAGER-ADVISER EDITION

---

### A. GENERAL INFORMATION

#### 1. Purpose

AIA Document G704/CMa, Certificate of Substantial Completion, Construction Manager-Adviser Edition, is a new document. This document was developed to include the Construction Manager in the process of establishing the date of Substantial Completion, which is established for the purpose of commencement of applicable warranties and to allow the Owner to occupy or utilize the Work or designated portion thereof.

#### 2. Related Documents

This document was prepared for use under the terms of AIA Document A201/CMa, General Conditions of the Contract for Construction, Construction Manager-Adviser Edition.

#### 3. Use of Current Documents

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### B. COMPLETING THE G704/CMa FORM

1. After the words "Project or Designated Portion shall include:", insert a detailed description of the Project or portion(s) of the Project that have been accepted as being substantially complete.
2. Determine Work to be completed.  
Provide a list of items that are to be completed or corrected.  
Determine dates for completion of the Work.  
Establish an amount to be withheld to complete the Work.

### C. EXECUTION OF THE DOCUMENT

The G704/CMa document should be executed in not less than quadruplicate by the Owner, Construction Manager, Architect and Contractor, each of whom retains an original.

# CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS

AIA Document G706A

(Instructions on reverse side)

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
*(Name and address)*

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

CONTRACT DATED:

STATE OF:  
COUNTY OF:

The undersigned hereby certifies that to the best of the undersigned's knowledge, information and belief, except as listed below, the Releases or Waivers of Lien attached hereto include the Contractor, all Subcontractors, all suppliers of materials and equipment, and all performers of Work, labor or services who have or may have liens or encumbrances or the right to assert liens or encumbrances against any property of the Owner arising in any manner out of the performance of the Contract referenced above.

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.

CONTRACTOR:  
*(Name and address)*

BY: \_\_\_\_\_  
*(Signature of authorized representative)*

\_\_\_\_\_  
*(Printed name and title)*

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:



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## INSTRUCTION SHEET

FOR AIA DOCUMENT G706A, CONTRACTOR'S AFFIDAVIT OF RELEASE OF LIENS

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### A. GENERAL INFORMATION

#### 1. Purpose

This document is intended for use as a companion to AIA Document G706, Contractor's Affidavit of Payment of Debts and Claims.

#### 2. Related Documents

This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201 and its related family of documents. As noted above, G706A is a companion document to AIA Document G706.

#### 3. Use of Current Documents

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### B. CHANGES FROM THE PREVIOUS EDITION

A cross-reference to AIA Document A201 has been deleted to permit the use of G706A with other families of AIA documents, including construction management, interiors and design/build.

### C. COMPLETING THE G706A FORM

**GENERAL:** The Owner-Contractor Agreement is the usual source of required information such as the contract date and the names and addresses of the Owner, Project and Contractor.

**ARCHITECT'S PROJECT NO.:** This information is typically supplied by the Architect and entered on the form by the Contractor.

**CONTRACT FOR:** This refers to the scope of the contract, such as "General Construction" or "Mechanical Work".

**AFFIDAVIT:** Indicate the state and county where the Affidavit is made. This is not necessarily the same location as the Project, but should be the location where the notary is authorized to administer sworn oaths. If there are any EXCEPTIONS to the statement, these should be listed in the space provided; otherwise enter as "None". It may be a stipulation of the Contract Documents that the Owner has the right to require the Contractor to furnish a bond to cover each exception listed on the Affidavit.

**SUPPORTING DOCUMENTS:** The AIA does not publish a "Release or Waiver of Liens" for contractors or subcontractors because of the great diversity of releases or waivers permitted by various state mechanics lien laws. Forms for such purposes may be available from local contractors' associations or may be written with the assistance of legal counsel.

### D. EXECUTION OF THE DOCUMENT

The Notary Public should administer a sworn oath to the Contractor referencing the written statements appearing on G706A, and should duly sign and seal this document containing the Contractor's signature. G706A should be signed by the Contractor or the Contractor's authorized representative.

**CONSENT OF SURETY  
TO FINAL PAYMENT**

AIA Document G707

(Instructions on reverse side)

OWNER	<input type="checkbox"/>
ARCHITECT	<input type="checkbox"/>
CONTRACTOR	<input type="checkbox"/>
SURETY	<input type="checkbox"/>
OTHER	<input type="checkbox"/>

TO OWNER:  
*(Name and address)*

ARCHITECT'S PROJECT NO.:

CONTRACT FOR:

PROJECT:  
*(Name and address)*

CONTRACT DATED:

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the  
*(Insert name and address of Surety)*

on bond of  
*(Insert name and address of Contractor)*

, SURETY,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of  
any of its obligations to  
*(Insert name and address of Owner)*

, CONTRACTOR,

as set forth in said Surety's bond.

, OWNER,

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date:  
*(Insert in writing the month followed by the numeric date and year.)*

\_\_\_\_\_  
*(Surety)*

\_\_\_\_\_  
*(Signature of authorized representative)*

Attest:  
(Seal):

\_\_\_\_\_  
*(Printed name and title)*



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## INSTRUCTION SHEET

FOR AIA DOCUMENT G707, CONSENT OF SURETY TO FINAL PAYMENT

---

### A. GENERAL INFORMATION

#### 1. Purpose

This document is intended for use as a companion to AIA Document G706, Contractor's Affidavit of Payment of Debts and Claims, on construction projects where the Contractor is required to furnish a bond. By obtaining the Surety's approval of final payment to the Contractor and its agreement that final payment will not relieve the Surety of any of its obligations, the Owner may preserve its rights under the bond.

#### 2. Related Documents

This document may be used with most of the AIA's Owner-Contractor agreements and general conditions, such as A201 and its related family of documents. As noted above, this is a companion document to AIA Document G706.

#### 3. Use of Current Documents

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### B. CHANGES FROM THE PREVIOUS EDITION

Changes in the location of various items of information were made, without revision to the substance of the document.

### C. COMPLETING THE G707 FORM

**GENERAL:** The bond form is the usual source of required information such as the contract date and the names and addresses of the Surety, Owner, Contractor and Project.

**ARCHITECT'S PROJECT NO.:** This information is typically supplied by the Architect and entered on the form by the Contractor.

**CONTRACT FOR:** This refers to the scope of the contract, such as "General Construction" or "Mechanical Work".

### D. EXECUTION OF THE DOCUMENT

The G707 form requires both the Surety's seal and the signature of the Surety's authorized representative.

## **Appendix A**

# **SUPPLEMENTAL CONTRACT FORMS**

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

Project Name:	Media Station Road
Awarding Agency:	Delaware County Public Works
Contract Award Date:	6/1/2020
Serial Number:	20-02538
Project Classification:	Highway
Determination Date:	3/23/2020
Assigned Field Office:	Philadelphia
Field Office Phone Number:	(215)560-1858
Toll Free Phone Number:	
Project County:	Delaware County

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Building</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Asbestos & Insulation Workers	5/29/2017		\$47.30	\$34.85	\$82.15
Asbestos & Insulation Workers	5/1/2018		\$49.30	\$35.85	\$85.15
Asbestos & Insulation Workers	5/1/2019		\$51.20	\$36.95	\$88.15
Boilermaker (Commercial, Institutional, and Minor Repair Work)	3/1/2017		\$28.52	\$18.22	\$46.74
Boilermaker (Commercial, Institutional, and Minor Repair Work)	3/1/2018		\$29.52	\$18.22	\$47.74
Boilermaker (Commercial, Institutional, and Minor Repair Work)	1/1/2019		\$29.26	\$18.48	\$47.74
Boilermakers	1/1/2018		\$46.26	\$33.36	\$79.62
Boilermakers	3/1/2018		\$45.89	\$33.73	\$79.62
Boilermakers	1/1/2019		\$45.51	\$34.11	\$79.62
Boilermakers	8/1/2019		\$47.21	\$34.11	\$81.32
Bricklayer	5/1/2017		\$40.98	\$26.78	\$67.76
Bricklayer	5/1/2018		\$43.73	\$26.78	\$70.51
Bricklayer	5/1/2019		\$46.48	\$26.78	\$73.26
Carpenter - Chief of Party (Surveying & Layout)	5/1/2017		\$45.25	\$27.59	\$72.84
Carpenter - Chief of Party (Surveying & Layout)	5/1/2018	4/30/2019	\$45.83	\$27.59	\$73.42
Carpenter - Chief of Party (Surveying & Layout)	5/1/2019		\$46.54	\$27.59	\$74.13
Carpenter - Chief of Party (Surveying & Layout)	5/1/2020		\$47.73	\$27.59	\$75.32
Carpenter - Instrument Person (Surveying & Layout)	5/1/2017		\$39.35	\$27.59	\$66.94
Carpenter - Instrument Person (Surveying & Layout)	5/1/2018	4/30/2019	\$39.85	\$27.59	\$67.44
Carpenter - Instrument Person (Surveying & Layout)	5/1/2019		\$40.47	\$27.59	\$68.06
Carpenter - Instrument Person (Surveying & Layout)	5/1/2020		\$41.50	\$27.59	\$69.09
Carpenter - Rodman (Surveying & Layout)	5/1/2017		\$19.68	\$19.64	\$39.32
Carpenter - Rodman (Surveying & Layout)	5/1/2018	4/30/2019	\$19.93	\$19.49	\$39.42
Carpenter - Rodman (Surveying & Layout)	5/1/2019		\$20.24	\$19.69	\$39.93
Carpenter - Rodman (Surveying & Layout)	5/1/2020		\$20.75	\$19.49	\$40.24
Carpenters	5/1/2017		\$39.35	\$27.59	\$66.94
Carpenters	5/1/2018	4/30/2019	\$39.85	\$27.59	\$67.44
Carpenters	5/1/2019	4/30/2020	\$40.87	\$27.59	\$68.46
Carpenters	5/1/2020		\$41.90	\$27.59	\$69.49
Cement Masons	5/1/2017		\$36.45	\$31.76	\$68.21
Cement Masons	5/1/2018		\$37.50	\$32.26	\$69.76
Cement Masons	5/1/2019		\$38.50	\$32.81	\$71.31
DockBuilder/Pile Drivers (Building, Heavy & Highway)	5/1/2018		\$43.45	\$34.47	\$77.92
Dockbuilder/Piledriver (Building, Heavy, Highway)	11/1/2017		\$43.45	\$33.22	\$76.67
Dockbuilder/Piledriver (Building, Heavy, Highway)	5/1/2018		\$44.70	\$33.22	\$77.92
Drywall Finisher	5/1/2017		\$37.11	\$26.75	\$63.86
Drywall Finisher	5/1/2018		\$39.27	\$27.49	\$66.76
Drywall Finisher	5/1/2019		\$37.75	\$28.11	\$65.86
Electricians	4/30/2017		\$56.50	\$36.24	\$92.74
Electricians	4/29/2018		\$58.33	\$37.41	\$95.74
Electricians	4/29/2019		\$59.79	\$38.95	\$98.74
Elevator Constructor	1/1/2018		\$55.76	\$33.05	\$88.81

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Building</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Elevator Constructor	1/1/2020		\$59.44	\$35.25	\$94.69
Floor Coverer	5/1/2019		\$44.37	\$28.44	\$72.81
Floor Coverer	5/1/2020		\$46.01	\$28.44	\$74.45
Floor Layer	5/1/2017		\$42.51	\$27.91	\$70.42
Floor Layer	5/1/2018		\$43.11	\$28.09	\$71.20
Glazier	5/1/2017		\$41.30	\$31.80	\$73.10
Glazier	5/1/2018		\$43.32	\$32.33	\$75.65
Glazier	5/1/2019		\$43.87	\$33.38	\$77.25
Interior Finish	5/1/2019		\$30.20	\$25.80	\$56.00
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2017		\$47.30	\$32.91	\$80.21
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2018		\$51.46	\$30.60	\$82.06
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	7/1/2019		\$49.30	\$34.41	\$83.71
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	1/1/2020		\$49.80	\$34.41	\$84.21
Iron Workers (Riggers)	7/1/2017		\$39.83	\$27.92	\$67.75
Ironworker (Rodman)	7/1/2017		\$42.56	\$29.30	\$71.86
Ironworker (Rodman)	7/1/2018		\$42.88	\$30.60	\$73.48
Ironworker (Rodman)	7/1/2019		\$43.88	\$30.85	\$74.73
Laborers (Class 01 - General)	5/1/2020		\$32.05	\$25.25	\$57.30
Laborers (Class 01 - See notes)	5/1/2017		\$28.65	\$24.95	\$53.60
Laborers (Class 01 - See notes)	5/1/2019		\$30.20	\$25.80	\$56.00
Laborers (Class 02 - See notes)	5/1/2017		\$30.85	\$25.65	\$56.50
Laborers (Class 02 - See notes)	5/1/2019		\$33.15	\$26.50	\$59.65
Laborers (Class 02 - see notes)	5/1/2020		\$35.15	\$26.15	\$61.30
Laborers (Class 03 - See notes)	5/1/2017		\$28.92	\$25.18	\$54.10
Laborers (Class 03 - See notes)	5/1/2019		\$30.52	\$25.98	\$56.50
Laborers (Class 03 - See notes)	5/1/2020		\$32.47	\$25.43	\$57.90
Laborers (Class 04 - See notes)	5/1/2017		\$28.95	\$24.95	\$53.90
Laborers (Class 04 - See notes)	5/1/2019		\$30.52	\$25.98	\$56.50
Laborers (Class 04 - See notes)	5/1/2020		\$32.47	\$25.43	\$57.90
Laborers (Class 05 - See notes)	5/1/2017		\$28.65	\$24.95	\$53.60
Laborers (Class 05 - See notes)	5/1/2019		\$30.20	\$25.80	\$56.00
Laborers (Class 05 - See notes)	5/1/2020		\$32.05	\$25.25	\$57.30
Landscape Laborer	5/1/2017		\$22.71	\$23.08	\$45.79
Landscape Laborer	5/1/2019		\$24.64	\$23.68	\$48.32
Landscape Laborer	5/1/2020		\$26.55	\$23.13	\$49.68
Marble Finisher	5/1/2017		\$35.55	\$24.17	\$59.72
Marble Finisher	5/1/2018		\$37.55	\$24.17	\$61.72
Marble Finisher	5/1/2019		\$39.75	\$24.17	\$63.92
Marble Mason	5/1/2017		\$40.36	\$26.99	\$67.35
Marble Mason	5/1/2018		\$43.11	\$26.99	\$70.10
Marble Mason	5/1/2019		\$45.86	\$26.99	\$72.85
Mason Tender, Cement	5/1/2019		\$30.52	\$25.98	\$56.50

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Building</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Millwright	7/1/2017		\$41.35	\$32.24	\$73.59
Millwright	5/1/2018		\$43.33	\$32.96	\$76.29
Millwright	5/1/2019		\$45.50	\$33.29	\$78.79
Operators (Building, Class 01 - See Notes)	5/1/2017		\$44.87	\$28.14	\$73.01
Operators (Building, Class 01 - See Notes)	5/1/2018		\$46.41	\$28.60	\$75.01
Operators (Building, Class 01 - See Notes)	5/1/2019		\$46.41	\$30.60	\$77.01
Operators (Building, Class 01 - See Notes)	5/1/2020		\$47.96	\$31.05	\$79.01
Operators (Building, Class 01 - See Notes)	5/1/2021		\$49.50	\$31.51	\$81.01
Operators (Building, Class 01A - See Notes)	5/1/2017		\$47.86	\$29.03	\$76.89
Operators (Building, Class 01A - See Notes)	5/1/2018		\$49.41	\$29.49	\$78.90
Operators (Building, Class 01A - See Notes)	5/1/2019		\$49.41	\$31.49	\$80.90
Operators (Building, Class 01A - See Notes)	5/1/2020		\$50.96	\$31.94	\$82.90
Operators (Building, Class 01A - See Notes)	5/1/2021		\$52.51	\$32.39	\$84.90
Operators (Building, Class 02 - See Notes)	5/1/2017		\$44.62	\$28.07	\$72.69
Operators (Building, Class 02 - See Notes)	5/1/2018		\$46.16	\$28.53	\$74.69
Operators (Building, Class 02 - See Notes)	5/1/2019		\$46.16	\$30.53	\$76.69
Operators (Building, Class 02 - See Notes)	5/1/2020		\$47.71	\$30.98	\$78.69
Operators (Building, Class 02 - See Notes)	5/1/2021		\$49.25	\$31.44	\$80.69
Operators (Building, Class 02A - See Notes)	5/1/2017		\$47.61	\$28.97	\$76.58
Operators (Building, Class 02A - See Notes)	5/1/2018		\$49.16	\$29.42	\$78.58
Operators (Building, Class 02A - See Notes)	5/1/2019		\$49.17	\$31.41	\$80.58
Operators (Building, Class 02A - See Notes)	5/1/2020		\$50.71	\$31.87	\$82.58
Operators (Building, Class 02A - See Notes)	5/1/2021		\$52.26	\$32.32	\$84.58
Operators (Building, Class 03 - See Notes)	5/1/2017		\$40.53	\$26.87	\$67.40
Operators (Building, Class 03 - See Notes)	5/1/2018		\$42.07	\$27.33	\$69.40
Operators (Building, Class 03 - See Notes)	5/1/2019		\$42.08	\$29.32	\$71.40
Operators (Building, Class 03 - See Notes)	5/1/2020		\$43.62	\$29.78	\$73.40
Operators (Building, Class 03 - See Notes)	5/1/2021		\$45.16	\$30.24	\$75.40
Operators (Building, Class 04 - See Notes)	5/1/2017		\$40.24	\$26.78	\$67.02
Operators (Building, Class 04 - See Notes)	5/1/2018		\$41.78	\$27.22	\$69.00
Operators (Building, Class 04 - See Notes)	5/1/2019		\$41.78	\$29.23	\$71.01
Operators (Building, Class 04 - See Notes)	5/1/2020		\$43.32	\$29.69	\$73.01
Operators (Building, Class 04 - See Notes)	5/1/2021		\$44.87	\$30.14	\$75.01
Operators (Building, Class 05 - See Notes)	5/1/2017		\$38.51	\$26.27	\$64.78
Operators (Building, Class 05 - See Notes)	5/1/2018		\$40.05	\$26.73	\$66.78
Operators (Building, Class 05 - See Notes)	5/1/2019		\$40.06	\$28.72	\$68.78
Operators (Building, Class 05 - See Notes)	5/1/2020		\$41.60	\$29.18	\$70.78
Operators (Building, Class 05 - See Notes)	5/1/2021		\$43.14	\$29.64	\$72.78
Operators (Building, Class 06 - See Notes)	5/1/2017		\$37.52	\$25.98	\$63.50
Operators (Building, Class 06 - See Notes)	5/1/2018		\$39.07	\$26.43	\$65.50
Operators (Building, Class 06 - See Notes)	5/1/2019		\$39.07	\$28.43	\$67.50
Operators (Building, Class 06 - See Notes)	5/1/2020		\$40.61	\$28.89	\$69.50
Operators (Building, Class 06 - See Notes)	5/1/2021		\$42.16	\$29.34	\$71.50
Operators (Building, Class 07A- See Notes)	5/1/2017		\$54.14	\$32.47	\$86.61

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Building</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Operators (Building, Class 07A- See Notes)	5/1/2018		\$55.99	\$33.02	\$89.01
Operators (Building, Class 07A- See Notes)	5/1/2019		\$56.30	\$35.11	\$91.41
Operators (Building, Class 07A- See Notes)	5/1/2020		\$58.16	\$35.65	\$93.81
Operators (Building, Class 07A- See Notes)	5/1/2021		\$60.00	\$36.21	\$96.21
Operators (Building, Class 07B- See Notes)	5/1/2017		\$53.84	\$32.40	\$86.24
Operators (Building, Class 07B- See Notes)	5/1/2018		\$55.70	\$32.92	\$88.62
Operators (Building, Class 07B- See Notes)	5/1/2019		\$56.00	\$35.03	\$91.03
Operators (Building, Class 07B- See Notes)	5/1/2020		\$57.86	\$35.57	\$93.43
Operators (Building, Class 07B- See Notes)	5/1/2021		\$59.72	\$36.11	\$95.83
Painters Class 1 (see notes)	5/1/2017		\$37.82	\$26.46	\$64.28
Painters Class 1 (see notes)	5/1/2018		\$38.64	\$27.64	\$66.28
Painters Class 1 (see notes)	5/1/2019		\$39.04	\$28.99	\$68.03
Painters Class 1 (see notes)	2/1/2020		\$46.16	\$28.75	\$74.91
Painters Class 2 (see notes)	2/1/2017		\$53.67	\$26.09	\$79.76
Painters Class 2 (see notes)	2/1/2018		\$54.14	\$27.27	\$81.41
Painters Class 2 (see notes)	2/1/2019		\$55.52	\$28.39	\$83.91
Painters Class 2 (see notes)	2/1/2020		\$57.12	\$28.79	\$85.91
Plasterers	5/2/2017		\$37.42	\$28.83	\$66.25
Plasterers	5/1/2018		\$37.42	\$30.04	\$67.46
Plasterers	5/1/2019		\$37.72	\$30.74	\$68.46
plumber	5/1/2018		\$53.45	\$33.54	\$86.99
plumber	5/1/2019		\$55.45	\$34.54	\$89.99
Plumbers	5/1/2017		\$51.42	\$32.57	\$83.99
Pointers, Caulkers, Cleaners	5/1/2017		\$42.26	\$25.69	\$67.95
Pointers, Caulkers, Cleaners	5/1/2018		\$45.01	\$25.69	\$70.70
Pointers, Caulkers, Cleaners	5/1/2019		\$47.76	\$25.69	\$73.45
Roofers (Composition)	5/1/2017		\$36.15	\$30.22	\$66.37
Roofers (Composition)	5/1/2018		\$37.15	\$31.27	\$68.42
Roofers (Composition)	5/1/2019		\$38.35	\$31.80	\$70.15
Roofers (Shingle)	5/1/2016		\$25.70	\$19.17	\$44.87
Roofers (Shingle)	5/1/2019		\$28.50	\$20.87	\$49.37
Roofers (Slate & Tile)	5/1/2018		\$30.50	\$20.37	\$50.87
Roofers (Slate & Tile)	5/1/2019		\$31.50	\$20.87	\$52.37
Sheet Metal Workers	5/1/2017		\$46.42	\$39.51	\$85.93
Sheet Metal Workers	5/1/2018		\$47.58	\$41.60	\$89.18
Sheet Metal Workers	5/1/2019		\$49.79	\$42.89	\$92.68
Sprinklerfitters	1/1/2018		\$53.65	\$26.22	\$79.87
Sprinklerfitters	5/1/2019		\$57.20	\$28.32	\$85.52
Steamfitters	5/1/2017		\$54.64	\$32.53	\$87.17
Steamfitters	5/1/2018		\$56.37	\$34.39	\$90.76
Steamfitters	5/1/2019		\$58.17	\$35.99	\$94.16
Stone Masons	5/1/2017		\$40.36	\$26.99	\$67.35
Stone Masons	5/1/2018		\$43.11	\$26.99	\$70.10
Stone Masons	5/1/2019		\$45.86	\$26.99	\$72.85

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Building</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Terrazzo Finisher	5/1/2017		\$39.06	\$22.73	\$61.79
Terrazzo Finisher	5/1/2018		\$41.31	\$22.73	\$64.04
Terrazzo Finisher	5/1/2019		\$43.61	\$22.73	\$66.34
Terrazzo Grinder	5/1/2017		\$39.33	\$22.73	\$62.06
Terrazzo Grinder	5/1/2018		\$41.58	\$22.73	\$64.31
Terrazzo Grinder	5/1/2019		\$43.88	\$22.73	\$66.61
Terrazzo Mechanics	5/1/2017		\$43.71	\$24.81	\$68.52
Terrazzo Mechanics	5/1/2018		\$46.46	\$24.81	\$71.27
Terrazzo Mechanics	5/1/2019		\$49.21	\$24.81	\$74.02
Tile Finisher	5/1/2017		\$35.55	\$24.17	\$59.72
Tile Finisher	5/1/2018		\$37.55	\$24.17	\$61.72
Tile Finisher	5/1/2019		\$39.75	\$24.17	\$63.92
Tile Setter	5/1/2017		\$43.71	\$24.81	\$68.52
Tile Setter	5/1/2018		\$46.46	\$24.81	\$71.27
Tile Setter	5/1/2019		\$49.21	\$24.81	\$74.02
Truckdriver class 1(see notes)	5/1/2017		\$30.46	\$17.96	\$48.42
Truckdriver class 1(see notes)	5/1/2018		\$31.93	\$17.96	\$49.89
Truckdriver class 1(see notes)	5/1/2019		\$32.21	\$19.19	\$51.40
Truckdriver class 1(see notes)	5/1/2020		\$34.93	\$17.96	\$52.89
Truckdriver class 1(see notes)	5/1/2021		\$36.48	\$17.96	\$54.44
Truckdriver class 2 (see notes)	5/1/2017		\$30.56	\$17.96	\$48.52
Truckdriver class 2 (see notes)	5/1/2018		\$32.03	\$17.96	\$49.99
Truckdriver class 2 (see notes)	5/1/2019		\$32.31	\$19.19	\$51.50
Truckdriver class 2 (see notes)	5/1/2020		\$35.03	\$17.96	\$52.99
Truckdriver class 2 (see notes)	5/1/2021		\$36.58	\$17.96	\$54.54
Truckdriver class 3 (see notes)	5/1/2017		\$30.81	\$17.96	\$48.77
Truckdriver class 3 (see notes)	5/1/2018		\$32.28	\$17.96	\$50.24
Truckdriver class 3 (see notes)	5/1/2019		\$32.56	\$19.19	\$51.75
Truckdriver class 3 (see notes)	5/1/2020		\$35.28	\$17.96	\$53.24
Truckdriver class 3 (see notes)	5/1/2021		\$36.83	\$17.96	\$54.79
Window Film / Tint Installer	6/1/2019		\$24.52	\$12.08	\$36.60



**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Heavy/Highway</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Carpenter - Chief of Party (Surveying & Layout)	5/1/2017		\$51.42	\$27.39	\$78.81
Carpenter - Chief of Party (Surveying & Layout)	5/1/2018	4/30/2019	\$53.20	\$27.69	\$80.89
Carpenter - Chief of Party (Surveying & Layout)	5/1/2019	4/30/2020	\$55.38	\$27.69	\$83.07
Carpenter - Chief of Party (Surveying & Layout)	5/1/2020	4/30/2021	\$57.63	\$27.69	\$85.32
Carpenter - Chief of Party (Surveying & Layout)	5/1/2021		\$59.93	\$27.69	\$87.62
Carpenter - Instrument Person (Surveying & Layout)	5/1/2017		\$44.71	\$27.39	\$72.10
Carpenter - Instrument Person (Surveying & Layout)	5/1/2018	4/30/2019	\$46.26	\$27.69	\$73.95
Carpenter - Instrument Person (Surveying & Layout)	5/1/2019	4/30/2020	\$48.16	\$27.69	\$75.85
Carpenter - Instrument Person (Surveying & Layout)	5/1/2020	4/30/2021	\$50.11	\$27.69	\$77.80
Carpenter - Instrument Person (Surveying & Layout)	5/1/2021		\$52.11	\$27.69	\$79.80
Carpenter - Rodman (Surveying & Layout)	5/1/2017		\$35.77	\$21.19	\$56.96
Carpenter - Rodman (Surveying & Layout)	5/1/2018	4/30/2019	\$37.01	\$21.34	\$58.35
Carpenter - Rodman (Surveying & Layout)	5/1/2019	4/30/2020	\$38.53	\$21.34	\$59.87
Carpenter - Rodman (Surveying & Layout)	5/1/2020	4/30/2021	\$40.09	\$21.34	\$61.43
Carpenter - Rodman (Surveying & Layout)	5/1/2021		\$41.69	\$21.34	\$63.03
Carpenter	5/1/2018	4/30/2019	\$46.26	\$27.69	\$73.95
Carpenter	5/1/2019	4/30/2020	\$47.81	\$28.04	\$75.85
Carpenter	5/1/2020	4/30/2021	\$49.76	\$28.04	\$77.80
Carpenter	5/1/2021		\$51.76	\$28.04	\$79.80
Carpenters	5/1/2017		\$44.71	\$27.39	\$72.10
Carpenters	5/1/2018		\$46.56	\$27.39	\$73.95
Carpenters	5/1/2019		\$48.46	\$27.39	\$75.85
Carpenters	5/1/2020		\$50.41	\$27.39	\$77.80
Carpenters	5/1/2021		\$52.41	\$27.39	\$79.80
Cement Masons	5/1/2017		\$34.45	\$31.51	\$65.96
Cement Masons	5/1/2018		\$35.65	\$32.01	\$67.66
Cement Masons	5/1/2019		\$37.90	\$31.51	\$69.41
Cement Masons	5/1/2020		\$39.70	\$31.51	\$71.21
Cement Masons	5/1/2021		\$41.55	\$31.51	\$73.06
Electric Lineman	5/29/2017		\$52.60	\$26.37	\$78.97
Electric Lineman	5/28/2018		\$53.64	\$27.45	\$81.09
Electric Lineman	5/27/2019		\$54.66	\$28.56	\$83.22
Iron Workers (Bridge, Structural Steel, Ornamental, Precast, Reinforcing)	1/1/2017		\$46.20	\$31.26	\$77.46
Iron Workers	7/1/2017		\$47.30	\$32.91	\$80.21
Iron Workers	7/1/2019		\$49.30	\$34.41	\$83.71
Iron Workers	1/1/2020		\$49.80	\$34.41	\$84.21
Laborers (Class 01 - See notes)	5/1/2017		\$29.75	\$25.65	\$55.40
Laborers (Class 01 - See notes)	5/1/2018		\$31.25	\$25.65	\$56.90
Laborers (Class 01 - See notes)	5/1/2019		\$31.95	\$26.50	\$58.45
Laborers (Class 01 - See notes)	5/1/2020		\$33.95	\$26.15	\$60.10
Laborers (Class 01 - See notes)	5/1/2021		\$36.20	\$25.65	\$61.85
Laborers (Class 02 - See notes)	5/1/2017		\$29.95	\$25.65	\$55.60
Laborers (Class 02 - See notes)	5/1/2018		\$31.45	\$25.65	\$57.10
Laborers (Class 02 - See notes)	5/1/2019		\$32.15	\$26.50	\$58.65

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Heavy/Highway</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Laborers (Class 02 - See notes)	5/1/2020		\$34.15	\$26.15	\$60.30
Laborers (Class 02 - See notes)	5/1/2021		\$36.40	\$25.65	\$62.05
Laborers (Class 03 - See notes)	5/1/2017		\$29.95	\$25.65	\$55.60
Laborers (Class 03 - See notes)	5/1/2018		\$31.45	\$25.65	\$57.10
Laborers (Class 03 - See notes)	5/1/2019		\$32.15	\$26.50	\$58.65
Laborers (Class 03 - See notes)	5/1/2020		\$34.15	\$26.15	\$60.30
Laborers (Class 03 - See notes)	5/1/2021		\$36.40	\$25.65	\$62.05
Laborers (Class 04 - See notes)	5/1/2017		\$24.55	\$25.65	\$50.20
Laborers (Class 04 - See notes)	5/1/2018		\$26.05	\$25.65	\$51.70
Laborers (Class 04 - See notes)	5/1/2019		\$26.75	\$26.50	\$53.25
Laborers (Class 04 - See notes)	5/1/2020		\$28.75	\$26.15	\$54.90
Laborers (Class 04 - See notes)	5/1/2021		\$31.00	\$25.65	\$56.65
Laborers (Class 05 - See notes)	5/1/2017		\$30.60	\$25.65	\$56.25
Laborers (Class 05 - See notes)	5/1/2018		\$32.10	\$25.65	\$57.75
Laborers (Class 05 - See notes)	5/1/2019		\$32.80	\$26.50	\$59.30
Laborers (Class 05 - See notes)	5/1/2020		\$34.80	\$26.15	\$60.95
Laborers (Class 05 - See notes)	5/1/2021		\$37.05	\$25.65	\$62.70
Laborers (Class 06 - See notes)	5/1/2017		\$30.65	\$25.65	\$56.30
Laborers (Class 06 - See notes)	5/1/2018		\$32.15	\$25.65	\$57.80
Laborers (Class 06 - See notes)	5/1/2019		\$32.85	\$26.50	\$59.35
Laborers (Class 06 - See notes)	5/1/2020		\$34.85	\$26.15	\$61.00
Laborers (Class 06 - See notes)	5/1/2021		\$37.10	\$25.65	\$62.75
Laborers (Class 07 - See notes)	5/1/2017		\$30.50	\$25.65	\$56.15
Laborers (Class 07 - See notes)	5/1/2018		\$32.00	\$25.65	\$57.65
Laborers (Class 07 - See notes)	5/1/2019		\$32.70	\$26.50	\$59.20
Laborers (Class 07 - See notes)	5/1/2020		\$34.70	\$26.15	\$60.85
Laborers (Class 07 - See notes)	5/1/2021		\$36.95	\$25.65	\$62.60
Laborers (Class 08 - See notes)	5/1/2017		\$30.25	\$25.65	\$55.90
Laborers (Class 08 - See notes)	5/1/2018		\$31.75	\$25.65	\$57.40
Laborers (Class 08 - See notes)	5/1/2019		\$32.45	\$26.50	\$58.95
Laborers (Class 08 - See notes)	5/1/2020		\$34.45	\$26.15	\$60.60
Laborers (Class 08 - See notes)	5/1/2021		\$36.70	\$25.65	\$62.35
Laborers (Class 09 - See notes)	5/1/2017		\$30.10	\$25.65	\$55.75
Laborers (Class 09 - See notes)	5/1/2018		\$31.60	\$25.65	\$57.25
Laborers (Class 09 - See notes)	5/1/2019		\$32.30	\$26.50	\$58.80
Laborers (Class 09 - See notes)	5/1/2020		\$34.30	\$26.15	\$60.45
Laborers (Class 09 - See notes)	5/1/2021		\$36.55	\$25.65	\$62.20
Laborers (Class 10- See notes)	5/1/2017		\$30.25	\$25.65	\$55.90
Laborers (Class 10- See notes)	5/1/2018		\$33.30	\$25.65	\$58.95
Laborers (Class 10- See notes)	5/1/2019		\$32.45	\$26.50	\$58.95
Laborers (Class 10- See notes)	5/1/2020		\$34.45	\$26.15	\$60.60
Laborers (Class 10- See notes)	5/1/2021		\$36.70	\$25.65	\$62.35
Laborers (Class 11 -See Notes)	5/1/2017		\$30.15	\$25.65	\$55.80
Laborers (Class 11 -See Notes)	5/1/2018		\$31.55	\$25.65	\$57.20

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Heavy/Highway</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Laborers (Class 11 -See Notes)	5/1/2019		\$32.35	\$26.50	\$58.85
Laborers (Class 11 -See Notes)	5/1/2020		\$34.35	\$26.15	\$60.50
Laborers (Class 11 -See Notes)	5/1/2021		\$36.50	\$25.65	\$62.15
Laborers (Class 12 -See Notes)	5/1/2017		\$31.85	\$25.65	\$57.50
Laborers (Class 12 -See Notes)	5/1/2018		\$32.45	\$25.65	\$58.10
Laborers (Class 12 -See Notes)	5/1/2019		\$34.05	\$26.50	\$60.55
Laborers (Class 12 -See Notes)	5/1/2020		\$36.05	\$26.15	\$62.20
Laborers (Class 12 -See Notes)	5/1/2021		\$37.40	\$25.65	\$63.05
Laborers (Class 13 -See Notes)	5/1/2017		\$33.88	\$25.65	\$59.53
Laborers (Class 13 -See Notes)	5/1/2018		\$35.38	\$25.65	\$61.03
Laborers (Class 13 -See Notes)	5/1/2019		\$36.08	\$26.50	\$62.58
Laborers (Class 13 -See Notes)	5/1/2020		\$38.08	\$26.15	\$64.23
Laborers (Class 13 -See Notes)	5/1/2021		\$40.33	\$25.65	\$65.98
Laborers (Class 14 -See Notes)	5/1/2017		\$30.00	\$25.65	\$55.65
Laborers (Class 14 -See Notes)	5/1/2018		\$31.50	\$25.65	\$57.15
Laborers (Class 14 -See Notes)	5/1/2019		\$32.20	\$26.50	\$58.70
Laborers (Class 14 -See Notes)	5/1/2020		\$34.20	\$26.15	\$60.35
Laborers (Class 14 -See Notes)	5/1/2021		\$36.45	\$25.65	\$62.10
Laborers Utility (PGW ONLY) (Flagperson)	5/1/2017		\$23.52	\$17.58	\$41.10
Laborers Utility (PGW ONLY)	5/1/2017		\$30.55	\$17.58	\$48.13
Landscape Laborer	5/1/2016		\$21.19	\$22.65	\$43.84
Landscape Laborer	5/1/2019		\$24.22	\$23.50	\$47.72
Landscape Laborer	5/1/2020		\$26.13	\$22.95	\$49.08
Operators (Heavy, Class 05 - See Notes)	5/1/2019		\$40.06	\$28.72	\$68.78
Operators (Heavy, Class 06 - See Notes)	5/1/2019		\$39.07	\$28.43	\$67.50
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2017		\$44.87	\$28.14	\$73.01
Operators Class 01 - See Notes (Building, Heavy, Highway)	5/1/2018		\$46.41	\$28.60	\$75.01
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2017		\$47.86	\$29.03	\$76.89
Operators Class 01a - See Notes (Building, Heavy, Highway)	5/1/2018		\$49.41	\$29.49	\$78.90
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2017		\$44.62	\$28.07	\$72.69
Operators Class 02 - See Notes (Building, Heavy, Highway)	5/1/2018		\$46.16	\$28.53	\$74.69
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2017		\$47.61	\$28.97	\$76.58
Operators Class 02a - See Notes (Building, Heavy, Highway)	5/1/2018		\$49.16	\$29.42	\$78.58
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2017		\$40.53	\$26.87	\$67.40
Operators Class 03 - See Notes (Building, Heavy, Highway)	5/1/2018		\$42.07	\$27.33	\$69.40
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2017		\$40.24	\$26.78	\$67.02
Operators Class 04 - See Notes (Building, Heavy, Highway)	5/1/2018		\$41.78	\$27.22	\$69.00

**BUREAU OF LABOR LAW COMPLIANCE  
PREVAILING WAGES PROJECT RATES**

<b>Project: 20-02538 - Heavy/Highway</b>	<b>Effective Date</b>	<b>Expiration Date</b>	<b>Hourly Rate</b>	<b>Fringe Benefits</b>	<b>Total</b>
Highway)					
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2017		\$38.51	\$26.27	\$64.78
Operators Class 05 - See Notes (Building, Heavy, Highway)	5/1/2018		\$40.05	\$26.73	\$66.78
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2017		\$37.52	\$25.98	\$63.50
Operators Class 06 - See Notes (Building, Heavy, Highway)	5/1/2018		\$39.07	\$26.43	\$65.50
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2017		\$54.14	\$32.47	\$86.61
Operators Class 07 (A) - See Notes (Building, Heavy, Highway)	5/1/2018		\$55.99	\$33.02	\$89.01
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2017		\$53.84	\$32.40	\$86.24
Operators Class 07 (B) - See Notes (Building, Heavy, Highway)	5/1/2018		\$55.70	\$32.92	\$88.62
Painters (Bridges, Stacks, Towers)	2/1/2017		\$53.67	\$26.09	\$79.76
Painters (Bridges, Stacks, Towers)	2/1/2018		\$54.14	\$27.27	\$81.41
Painters (Bridges, Stacks, Towers)	2/1/2019		\$55.52	\$28.39	\$83.91
Painters (Bridges, Stacks, Towers)	2/1/2020		\$57.12	\$28.79	\$85.91
Steamfitters (Heavy and Highway - Gas Distribution)	5/1/2017		\$51.91	\$32.53	\$84.44
Steamfitters	5/1/2018		\$56.37	\$34.39	\$90.76
Truckdriver class 1(see notes)	5/1/2017		\$30.31	\$17.96	\$48.27
Truckdriver class 1(see notes)	5/1/2018		\$31.78	\$17.96	\$49.74
Truckdriver class 1(see notes)	5/1/2019		\$32.06	\$19.19	\$51.25
Truckdriver class 1(see notes)	5/1/2020		\$34.78	\$17.96	\$52.74
Truckdriver class 1(see notes)	5/1/2021		\$36.33	\$17.96	\$54.29
Truckdriver class 2 (see notes)	5/1/2017		\$30.41	\$17.96	\$48.37
Truckdriver class 2 (see notes)	5/1/2018		\$31.88	\$17.96	\$49.84
Truckdriver class 2 (see notes)	5/1/2019		\$32.16	\$19.19	\$51.35
Truckdriver class 2 (see notes)	5/1/2020		\$34.88	\$17.96	\$52.84
Truckdriver class 2 (see notes)	5/1/2021		\$36.43	\$17.96	\$54.39
Truckdriver class 3 (see notes)	5/1/2017		\$30.66	\$17.96	\$48.62
Truckdriver class 3 (see notes)	5/1/2018		\$32.13	\$17.96	\$50.09
Truckdriver class 3 (see notes)	5/1/2019		\$32.41	\$19.19	\$51.60
Truckdriver class 3 (see notes)	5/1/2020		\$35.13	\$17.96	\$53.09
Truckdriver class 3 (see notes)	5/1/2021		\$36.68	\$17.96	\$54.64

### **Bidder Checklist**

1. Have you carefully read and agreed to the entire bid package? Yes \_\_\_\_\_
2. Have you returned complete Bid Submittal Forms (See Instructions to Bidders, Section 4)?  
Yes \_\_\_\_\_
3. Has an authorized agent of your firm signed the Signature Page of the Bid? Yes \_\_\_\_\_
4. Have you provided a Bid Bond, Certified or Cashier's Check or Cash equal to ten percent (10%) of the total bid with your bid? Yes \_\_\_\_\_
5. If you are submitting a bid bond, has it been signed by both the insurance company and an authorized official of your firm? Yes \_\_\_\_\_
6. Have you provided a signed Consent / Agreement of Surety with your Bid? Yes \_\_\_\_\_
7. Have you submitted a Non-Collusion Affidavit? Yes \_\_\_\_\_
8. Have you submitted AIA Document A305 – 1986, Contractor's Qualification Statement?  
Yes \_\_\_\_\_
9. Have you included a financial statement in accordance with AIA Document A305 – 1986, Section 5.1.1? Yes \_\_\_\_\_
10. Have you submitted a Contractor Responsibility Certification in accordance with Delaware County Ordinance No. 2007 – 05? Yes \_\_\_\_\_
11. Have you submitted a written statement describing your Apprentice Training Program? (Special Condition No. 21) Yes \_\_\_\_\_
12. Have you submitted your Affirmative Action Program? (Special Conditions No. 22) Yes \_\_\_\_\_

# AIA<sup>®</sup> Document A305<sup>™</sup> – 1986

## **Contractor's Qualification Statement**

The Undersigned certifies under oath that the information provided herein is true and sufficiently complete so as not to be misleading.

**SUBMITTED TO:**

**ADDRESS:**

**SUBMITTED BY:**

**NAME:**

**ADDRESS:**

**PRINCIPAL OFFICE:**

Corporation

Partnership

Individual

Joint Venture

Other

**NAME OF PROJECT:** *(if applicable)* Template

**TYPE OF WORK:** *(file separate form for each Classification of Work)*

General Construction

HVAC

Electrical

Plumbing

Other: *(Specify)*

### **§ 1 ORGANIZATION**

**§ 1.1** How many years has your organization been in business as a Contractor?

**§ 1.2** How many years has your organization been in business under its present business name?

**§ 1.2.1** Under what other or former names has your organization operated?

**§ 1.3** If your organization is a corporation, answer the following:

**§ 1.3.1** Date of incorporation:

**§ 1.3.2** State of incorporation:

**§ 1.3.3** President's name:

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This form is approved and recommended by the American Institute of Architects (AIA) and The Associated General Contractors of America (AGC) for use in evaluating the qualifications of contractors. No endorsement of the submitting party or verification of the information is made by AIA or AGC.

§ 1.3.4 Vice-president's name(s)

§ 1.3.5 Secretary's name:

§ 1.3.6 Treasurer's name:

§ 1.4 If your organization is a partnership, answer the following:

§ 1.4.1 Date of organization:

§ 1.4.2 Type of partnership (if applicable):

§ 1.4.3 Name(s) of general partner(s)

§ 1.5 If your organization is individually owned, answer the following:

§ 1.5.1 Date of organization:

§ 1.5.2 Name of owner:

§ 1.6 If the form of your organization is other than those listed above, describe it and name the principals:

## § 2 LICENSING

§ 2.1 List jurisdictions and trade categories in which your organization is legally qualified to do business, and indicate registration or license numbers, if applicable.

§ 2.2 List jurisdictions in which your organization's partnership or trade name is filed.

## § 3 EXPERIENCE

§ 3.1 List the categories of work that your organization normally performs with its own forces.

§ 3.2 Claims and Suits. (If the answer to any of the questions below is yes, please attach details.)

§ 3.2.1 Has your organization ever failed to complete any work awarded to it?

§ 3.2.2 Are there any judgments, claims, arbitration proceedings or suits pending or outstanding against your organization or its officers?

§ 3.2.3 Has your organization filed any law suits or requested arbitration with regard to construction contracts within the last five years?

§ 3.3 Within the last five years, has any officer or principal of your organization ever been an officer or principal of another organization when it failed to complete a construction contract? (If the answer is yes, please attach details.)

§ 3.4 On a separate sheet, list major construction projects your organization has in progress, giving the name of project, owner, architect, contract amount, percent complete and scheduled completion date.

§ 3.4.1 State total worth of work in progress and under contract:

§ 3.5 On a separate sheet, list the major projects your organization has completed in the past five years, giving the name of project, owner, architect, contract amount, date of completion and percentage of the cost of the work performed with your own forces.

§ 3.5.1 State average annual amount of construction work performed during the past five years:

§ 3.6 On a separate sheet, list the construction experience and present commitments of the key individuals of your organization.

#### § 4 REFERENCES

§ 4.1 Trade References:

§ 4.2 Bank References:

§ 4.3 Surety:

§ 4.3.1 Name of bonding company:

§ 4.3.2 Name and address of agent:

#### § 5 FINANCING

§ 5.1 Financial Statement.

§ 5.1.1 Attach a financial statement, preferably audited, including your organization's latest balance sheet and income statement showing the following items:

Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials inventory and prepaid expenses);

Net Fixed Assets;

Other Assets;



Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, advances, accrued salaries and accrued payroll taxes);

Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus and retained earnings).

§ 5.1.2 Name and address of firm preparing attached financial statement, and date thereof:

§ 5.1.3 Is the attached financial statement for the identical organization named on page one?

§ 5.1.4 If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent-subsidiary).

§ 5.2 Will the organization whose financial statement is attached act as guarantor of the contract for construction?

**§ 6 SIGNATURE**

§ 6.1 Dated at this day of

Name of Organization:

By:

Title:

§ 6.2

M being duly sworn deposes and says that the information provided herein is true and sufficiently complete so as not to be misleading.

Subscribed and sworn before me this day of

Notary Public:

My Commission Expires:

## **Additions and Deletions Report for** **AIA<sup>®</sup> Document A305<sup>™</sup> – 1986**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 10:39:17 on 10/16/2013.

**PAGE 1**

**NAME OF PROJECT:** *(if applicable)* Template

## ***Certification of Document's Authenticity***

***AIA® Document D401™ – 2003***

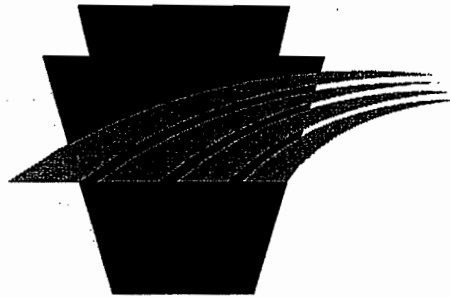
I, \_\_\_\_\_, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 10:39:17 on 10/16/2013 under Order No. 2365504816\_1 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A305™ – 1986, Contractor's Qualification Statement, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

\_\_\_\_\_  
*(Signed)*

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
*(Dated)*

# THE APPRENTICESHIP AND TRAINING ACT



DEPARTMENT OF  
**LABOR & INDUSTRY**  
COMMONWEALTH OF PENNSYLVANIA

**BUREAU OF LABOR LAW COMPLIANCE**

**"THE APPRENTICESHIP AND TRAINING ACT"**  
**Act of 1961, P.L. 604, No. 304**

**AN ACT**

Relating to apprenticeship and training; creating a State Apprenticeship and Training Council in the Department of Labor and Industry to formulate an apprenticeship and training policy and program, and defining its powers and duties and providing for administration.

The General Assembly of the Commonwealth of Pennsylvania hereby enacts as follows:

**Section 1. Declaration of Policy.**

It is declared to be the policy of this act,

(1) to encourage the development of an apprenticeship and training system through the voluntary cooperation of management and labor and interested State agencies and in cooperation with other states and the Federal Government;

(2) to provide for the establishment and furtherance of standards of apprenticeship and training to safeguard the welfare of apprentices and trainees;

(3) to aid in providing maximum opportunities for unemployed and employed persons to improve and modernize their work skills; and

(4) to contribute to a healthy economy by aiding in the development and maintenance of a skilled labor force sufficient in numbers and quality to meet the expanding needs of Pennsylvania industry and to attract new industry.

**Section 2. Short Title.**

This act shall be known and may be cited as "The Apprenticeship and Training Act."

**Section 3. State Apprenticeship and Training Council.**

There is hereby created a State Apprenticeship and Training Council (hereinafter called "The Council") as a departmental agency in the Department of Labor and Industry to be composed of eleven members who shall be appointed by the Governor. Four members shall be representatives of employes and four members shall be representatives of employers and three members shall be representatives of the general public. Members of the council, other than the ex-officio members, shall be appointed for a term of four years and until their successors are appointed, except that two of the original members shall be appointed for a term of one year, two for a term of two years, and two for a term of three years, and two for a term of four years. Members of the council shall be eligible for reappointment. In case of a vacancy, the Governor shall make an appointment for the unexpired term. A Deputy Secretary of the Department of Labor and Industry, the Director of the State Employment Service of the Bureau of Employment Security of the Department of Labor and Industry, the Executive Director of the Advisory Board on Problems of Older Workers of the Department of Labor and Industry, and the Coordinator of Industrial Education of the Department of Public Instruction, and Chief of the Bureau of Rehabilitation of the Department of Labor and Industry, shall be ex-officio members of the council but shall not be entitled to vote, except that in the event of a tie vote, the Deputy Secretary of Labor and Industry shall have the right to cast the tie-breaking vote. The council shall organize immediately upon its appointment, and annually thereafter, by the election of one of its members as chairman and another as vice-chairman, one of whom shall be a representative of employes and the other a representative of employers. Each member of the State Apprenticeship and Training Council, except ex-officio members, shall receive actual traveling expenses and per diem compensation at the rate of twenty-five dollars (\$25) per day for the time actually devoted to the business of the council.

#### **Section 4. Powers and Duties.**

(a) The council shall

(1) establish standards for apprenticeship in conformity with the provisions of this act and applicable statutes and regulations of the Federal Government;

(2) adopt such rules and regulations, subject only to the approval of the Secretary of Labor and Industry, as may be necessary to carry out the intent and purpose of this act;

(3) compile such data on population and employment trends, industrial production, vocational and industrial education and job requirements as may be deemed necessary to carry out the intent and purpose of this act;

(4) to terminate or cancel any apprenticeship agreements in accordance with the provisions of such agreements or order modifications of such agreements;

(5) maintain close liaison with Bureau of Apprenticeship and Training, the United States Department of Labor, the State Board of Vocational Education, the Department of Public Instruction, the Department of Commerce, Bureau of Rehabilitation of the Department of Labor and Industry, and Juvenile Forestry Camps under the Department of Public Welfare, and such other agencies which carry on programs closely related to the purposes of this act;

(6) conduct studies, surveys and investigations of the special problems of retraining or training unemployed or employed persons to improve or modernize work skills and make appropriate recommendations to cooperating agencies described above, local community organizations, local school boards and the Secretary of Labor and Industry;

(7) act as a convening agency in local communities to bring together local representatives of employes, employers, educational agencies and industrial development agencies in order to promote closer local cooperation in establishing better apprenticeship and other training programs including programs for employed persons who wish to improve and modernize their work skills;

(8) use appropriate media of information and education to acquaint employers, employes and the public at large with the advantages and availability of apprenticeship and other occupational training programs;

(9) study the effectiveness of apprenticeship agreements and make recommendations in accordance with the provisions of such agreements for their improvement; and

(10) perform such other duties as may be necessary to give full effect to the provisions of this act.

(b) The council shall make a report to the Secretary of the Department of Labor and Industry, on or before February fifteenth, each year, indicating the extent of apprenticeship and other occupational training programs during the previous year, trends in employment requiring adjustments in apprenticeship training and other occupational programs, needs for expansion of apprenticeship and other occupational training programs, activities of the council and such recommendations as are in accord with the purposes of this act.

(c) No action affecting the status of an agreement shall be taken by the council until an attempt has been made to bring the employes and employer together to settle the problem in conformity with the standards of the council.

Compiler's Note: The Department of Commerce, referred to in subsec. (a), was renamed the Department of Community and Economic Development by Act 58 of 1996.

## **Section 5. Meetings.**

Meetings of the council shall be held monthly and as often as is necessary in the opinion of the majority of the council. The chairman shall designate the time and place of the meetings and the secretary shall notify all council members at least one week in advance of each meeting. A majority of the voting membership of the council shall constitute a quorum if at least one representative from both the employe and employer groups is present.

## **Section 6. Administration.**

The Secretary of the Department of Labor and Industry shall appoint a Director of Apprenticeship and Training who shall be responsible to the Secretary of Labor and Industry in carrying out the provisions of this act and who shall serve as ex-officio secretary of the council. The Secretary of the Department of Labor and Industry is authorized to appoint or make available to the Director of Apprenticeship and Training such clerical, technical and professional services necessary to the performance of his duties.

## **Section 7. Director Duties.**

The Director of Apprenticeship and Training shall carry out the purposes of this act. His duties shall include, but shall not be limited to,

- (1) encouragement and promotion of the standards established in accordance with this act and with the basic standards of the Federal Committee on Apprenticeship;
- (2) bringing about the settlement of differences arising out of apprenticeship agreements when the differences cannot be adjusted locally or in accordance with established trade procedure;
- (3) supervision of the execution of agreements and maintenance of standards;
- (4) registration of apprenticeship agreements as the council shall authorize as conforming to the established standards;
- (5) keeping a record of apprenticeship agreements and, upon performance thereof, issuing certificates of completion of apprenticeship;
- (6) execution of the actions of the council in all of its powers and duties under section 4 of this act;
- (7) encouragement of liaison and cooperation between all private, State and Federal agencies concerned with apprenticeship, trade and industrial training;
- (8) promotion of employe, employer and public awareness of apprenticeship and other occupational training; and
- (9) keeping a record of the progress of apprenticeship and training programs initiated in accordance with the provisions of this act and informing the council periodically as to the results.

## **Section 8. Limitation.**

The provisions of this act shall apply only to persons, copartnerships, associations, corporations and political subdivisions, and employer associations or organizations or associations of employes as voluntarily elect to conform with its provisions.

## **Section 9. General Repeal.**

All acts or parts of acts inconsistent herewith are hereby repealed.

**Section 10.** This act shall become effective June 1, 1961.

# STATEMENTS OF POLICY

## DEPARTMENT OF GENERAL SERVICES

[ 4 PA. CODE CH. 66 ]

### Guidelines for Administering and Enforcing the Public Works Employment Verification Act

[42 Pa.B. 7821]

[Saturday, December 29, 2012]

The Department of General Services (Department) adopts a statement of policy in Chapter 66 (relating to employment verification—statement of policy) to read as set forth in Annex A. Chapter 66 implements the Public Works Employment Verification Act (act) (43 P. S. §§ 167.1—167.11).

Chapter 66 establishes guidelines for administering and enforcing the act, which requires public works contractors and subcontractors performing work on public works projects in this Commonwealth to comply with the Federal E-Verify program to ensure employees are authorized to work in the United States. The E-Verify program is a free Internet-based program operated by the United States Department of Homeland Security that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from the United States Department of Homeland Security and Social Security Administration records to confirm employment eligibility. The purpose of this statement of policy is to establish guidelines for administering and enforcing the act.

#### *Fiscal Impact*

Civil penalties collected in the enforcement of the act will be retained by the Department to offset the costs of administering the Pennsylvania Public Works Employment Verification Program.

#### *Effective Date*

This statement of policy is effective January 1, 2013.

#### *Contact Person*

Specific questions regarding this statement of policy should be directed to the Department of General Services, Public Works Employment Verification Compliance Office, Room 105 Tent Building, Public Works Deputate, 18th and Herr Streets, Harrisburg, PA 17125.



SHERI PHILLIPS,  
Secretary

*(Editor's Note: Title 4 of the Pennsylvania Code is amended by adding statements of policy in §§ 66.1—66.9 to read as set forth in Annex A.)*

**Fiscal Note:** 8-17. This action will not result in a loss of revenue to the Commonwealth or its political subdivisions. This program may increase program costs for the administration and enforcement; however, such costs will be offset by any civil penalties collected through the enforcement of the act.

## **Annex A**

### **TITLE 4. ADMINISTRATION**

#### **PART III. DEPARTMENT OF GENERAL SERVICES**

##### **Subpart C. CONSTRUCTION AND PROCUREMENT**

#### **ARTICLE II. CONSTRUCTION**

### **CHAPTER 66. EMPLOYMENT VERIFICATION—STATEMENT OF POLICY**

Sec.

- 66.1. Background and purpose.
- 66.2. Scope of work subject to the act.
- 66.3. Definitions.
- 66.4. General requirements for public works contractors and subcontractors.
- 66.5. Specific requirements for public works contractors.
- 66.6. Specific requirements for public works subcontractors.
- 66.7. Public Works Employment Verification Form.
- 66.8. Violations.
- 66.9. Enforcement.

#### **§ 66.1. Background and purpose.**

(a) To prevent unauthorized employment, the Federal government created the EVP system to ensure that companies employ a legal workforce. The EVP system is an Internet-based system operated by the United States Department of Homeland Security that compares information from an employee's Form I-9, Employment Eligibility Verification, to data from United States Department of Homeland Security and Social Security Administration records to confirm employment eligibility.

(b) The purpose of this chapter is to set forth the Department's policy guidelines for the scope, administration and enforcement of the act.

(c) The Department is responsible to implement the Commonwealth's process of notification, investigation and compliance with the act. Contractors and subcontractors performing work on a public works project shall comply with the act as set forth in this chapter by utilizing the EVP.

### § 66.2. Scope of work subject to the act.

(a) The act applies to public works contractors and subcontractors performing on a public works contract paid for in whole or in part out of the funds of a public body when the cost of the total project is in excess of \$25,000.

(b) The cost of the total project must include the sum of prime contracts to be issued by the public body for the project.

(c) To the extent the cost of the total project is in excess of \$25,000, contracts and subcontracts, regardless of value, shall comply with the act.

(d) The act does not apply to work performed under a manpower or rehabilitation training program.

### § 66.3. Definitions.

The following words and terms, when used in this chapter, have the following meanings, unless the context clearly indicates otherwise:

*Act*—The Public Works Employment Verification Act (43 P. S. §§ 167.1—167.11).

*Contract*—A type of written agreement, regardless of what it may be called, for the procurement of construction work.

*Department*—The Department of General Services of the Commonwealth.

*EVP—E-Verify program*—The program operated by the United States Department of Homeland Security that electronically verifies employment eligibility.

*Employee*—An individual hired by a public works contractor or a subcontractor after January 1, 2013, for whom a public works contractor or subcontractor is required by law to file a Form W-2 with the Internal Revenue Service.

*Form*—Public Works Employment Verification Form.

*Maintenance work*—Annual inspection or routine upkeep of an existing facility which does not alter the use or size of the facility.

*Public body*—The Commonwealth of Pennsylvania, its political subdivisions, authorities created by the General Assembly of the Commonwealth and instrumentalities or agencies of the Commonwealth.

*Public works*—

(i) The construction, reconstruction, demolition, alteration or repair work other than maintenance work done under contract and paid for in whole or in part out of the funds of a public body when the estimated cost of the total project is in excess of \$25,000.

(ii) The term does not include work performed under a manpower or rehabilitation training program.

*Public works contractor*—A contractor that provides work under a contract involving public works.

*Secretary*—The Secretary of the Department.

*Subcontractor*—

(i) A person, other than a natural person, including a staffing agency, that performs work for a public works contractor under a contract for public works.

(ii) The term includes subcontractors of every level, that is, sub-subcontractors, sub-sub-subcontractors, and the like.

(iii) The term does not include persons that supply materials for a project.

*Willful*—An action or conduct undertaken intentionally or with reckless disregard for or deliberate ignorance of the requirements and obligations established under the act.

#### **§ 66.4. General requirements for public works contractors and subcontractors.**

(a) Public works contractors and every subcontractor performing work under a public works contract shall utilize the EVP system to verify the employment eligibility of each new employee hired after January 1, 2013.

(b) Public works contractors and every subcontractor performing work under a public works contract shall submit the Form to the contracting public body to ensure compliance with the act.

(c) In addition to the Form, public works contractors and every subcontractor shall maintain documentation of continued compliance with the act by utilizing the EVP for new employees hired throughout the duration of the public work contract.

#### **§ 66.5. Specific requirements for public works contractors.**

(a) As a precondition to the award of a contract for public work, a public works contractor shall submit a completed Form to the public body that is bidding and awarding the public work contract. With respect to a contract that has been awarded but has not been fully executed as of January 1, 2013, a public works contractor is required to submit a completed Form to the contracting public body prior to contract execution. During a public works contract, a new employee hired by a public works contractor, regardless of whether he will be working onsite or offsite of a public work or otherwise, shall be verified within 5 business days of his start date.

(b) Subcontracts between a public works contractor and its subcontractors are required to contain notification of the applicability of the act, information regarding the use of EVP and reference to the Department's web site at [www.dgs.state.pa.us](http://www.dgs.state.pa.us) to obtain a copy of the Form.

(c) A public works contractor shall cooperate with the Department during an investigation or audit arising under the act.

#### **§ 66.6. Specific requirements for public works subcontractors.**

(a) Prior to beginning either onsite or offsite work on a public works project when the public works contractor's contract was executed after January 1, 2013, every subcontractor shall submit a completed Form to the contracting public body. During a public works contract, a new employee hired by a public works subcontractor, regardless of whether he will be working onsite or offsite of a public work or otherwise, shall be verified within 5 business days of his start date.

(b) Subcontracts between a subcontractor and its subcontractors are required to contain notification of the applicability of the act, information regarding the use of EVP and reference to the Department's web site at [www.dgs.state.pa.us](http://www.dgs.state.pa.us) to obtain a copy of the Form.

(c) A subcontractor shall cooperate with the Department during an investigation or audit arising under the act.

#### **§ 66.7. Public Works Employment Verification Form.**

(a) The Form for use by public bodies, public works contractors and subcontractors is posted on the Department's web site at [www.dgs.state.pa.us](http://www.dgs.state.pa.us). The Form may not be changed or altered.

(b) The Form shall be signed by an authorized representative of the public works contractor or subcontractor. The representative shall have sufficient knowledge to make the representations and certifications in the Form.

(c) The Department may require the public works contractor or subcontractor to provide supporting documentation that the representative signing the Form had authority to legally bind the public works contractor or subcontractor.

(d) The submitted Forms shall be retained by the public body for the duration of the public work contract.

#### **§ 66.8. Violations.**

A public works contractor or subcontractor violates the act if it does either of the following:

(1) Fails to verify the employment eligibility of a new employee hired after January 1, 2013, through EVP in accordance with the act and this chapter.

(2) Makes a false statement or misrepresentation in connection with the completion or submission of the Form to a public body.

## § 66.9. Enforcement.

The Department will enforce the act through investigations, audits, sanctions and civil penalties in accordance with the following guidelines.

(1) *Investigations of complaints.* The Department will accept, review and investigate timely and credible complaints filed on the Complaint Form posted on the Department's web site.

(i) A complaint must contain sufficient information to enable the Department to investigate the allegation. The Department reserves the right to reject complaints that do not provide sufficient information. The Department will consider the timeliness of the complaint in assessing its credibility.

(ii) Public bodies, public works contractors and subcontractors shall cooperate with the Department during the investigation of a complaint.

(2) *Audits.* The Department will conduct complaint-based and random audits of public works contractors and subcontractors performing a public works contract for a public body in this Commonwealth. The Department reserves the right to determine the time, place and nature of audits.

(i) Public bodies, public works contractors and subcontractors shall cooperate with the Department during an audit.

(ii) Upon an audit, the Department may request, and the public works contractors and subcontractors shall provide, the following:

(A) Documentation of the date of hire of all employees.

(B) Documentation of compliance with the act through the utilization of EVP.

(C) Other information required by the Department to ensure compliance with the act and utilization of EVP.

(3) *Sanctions.*

(i) If the Department's investigation determines that a public works contractor or subcontractor failed to verify an employee through the use of EVP in accordance with the act and this chapter, the Department will issue sanctions as follows:

(A) *First violation.* The Department will issue a warning letter to the public works contractor or subcontractor detailing the violation. This letter will be posted on the Department's E-Verify web site at [www.dgs.state.pa.us](http://www.dgs.state.pa.us). A violation by a public works contractor or subcontractor that occurs 10 years or more after a prior violation will be deemed to be a first violation for purposes of sanctions.

(B) *Second violation.* The Department will initiate debarment proceedings against the public works contractor or subcontractor. Once final, these proceedings will prevent a public works contractor or subcontractor from submitting a bid or being awarded a contract

or subcontract on a public works contract in this Commonwealth for 30 calendar days from the date of debarment.

(C) *Third and subsequent violations.* The Department will initiate debarment proceedings against the public works contractor or subcontractor. Once final, these proceedings will prevent a public work contractor or a subcontractor from submitting a bid or being awarded a contract or subcontract on a public works contract in this Commonwealth for not less than 180 days and not more than 1 year from the date of debarment.

(ii) *Willful violation.* If the Department investigates and forms a reasonable belief that there has been a willful violation of the act, the Secretary will file a petition in Commonwealth Court seeking the Court to issue a rule to show cause why a public works contractor or subcontractor did not engage in a willful violation of the act. If the Court finds that there was a willful violation, the Department will petition to have the public works contractor or subcontractor debarred from public work contracts for 3 years from the date of the Court's determination.

(4) *Civil penalties.* If the Secretary or a designee makes a written determination that the violation is for failing to submit a complete Form or making a false statement or misrepresentation in the Form, the Department will assess a civil penalty of not less than \$250 and not more than \$1,000 for each violation. The amount of the penalty is at the Department's discretion. The Department will consider the severity of the violation, and prior violations in imposing civil penalties.

(5) *Notice and appeal.* Sanctions or civil penalties imposed by the Department, other than those violations found to be willful, are subject to the notice, appeal and other provisions of 2 Pa.C.S. (relating to administrative law and procedure).

[Pa.B. Doc. No. 12-2525. Filed for public inspection December 28, 2012, 9:00 a.m.]

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**BULLETIN** • **PREV** • **NEXT** • **NEXT**  
**TOC** • **BULLETIN** • **SEARCH** • **HOME**

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COMMONWEALTH OF PENNSYLVANIA

**PUBLIC WORKS EMPLOYMENT VERIFICATION FORM**

Date \_\_\_\_\_

Business or Organization Name (Employer) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Contractor  Subcontractor (check one)

Contracting Public Body \_\_\_\_\_

Contract/Project No \_\_\_\_\_

Project Description \_\_\_\_\_

Project Location \_\_\_\_\_

As a contractor/subcontractor for the above referenced public works contract, I hereby affirm that as of the above date, our company is in compliance with the Public Works Employment Verification Act ('the Act') through utilization of the federal E-Verify Program (EVP) operated by the United States Department of Homeland Security. To the best of my/our knowledge, all employees hired post January 1, 2013 are authorized to work in the United States.

It is also agreed to that all public works contractors/subcontractors will utilize the federal EVP to verify the employment eligibility of each new hire within five (5) business days of the employee start date throughout the duration of the public works contract. Documentation confirming the use of the federal EVP upon each new hire shall be maintained in the event of an investigation or audit.

I, \_\_\_\_\_, authorized representative of the company above, attest that the information contained in this verification form is true and correct and understand that the submission of false or misleading information in connection with the above verification shall be subject to sanctions provided by law.

\_\_\_\_\_  
Authorized Representative Signature

## EMPLOYEE BACKGROUND CHECK

- A. All contractors are advised that the County of Delaware requires employee background checks in accordance with Act 34 of 1985 Background Clearance Procedures 24 PS1-111, as amended (Act 114 of 2006, Act 70 of 2004, Act 48 of 2003, Act 153 of 2002, Act 30 of 1997, and Act 211 of 1990) 22 PA Code Chapter 8, as amended, Act 43 Public Works Employment Verification Act 43 PS-167.1-167.11, and Act 151 of 1997 (Child Abuse), as amended. Contractor shall include in his bid all costs associated with obtaining and maintaining currency of these clearance reports.
- B. Information of the PA State Criminal History can be obtained via the PA State Police website at <http://www.psp.state.pa.us/psp/cwp/view.asp? A=4&0=48275>.
- C. Information on the Federal (FBI) Criminal History Report (as of March 30, 2007) can be found at [www.pa.cogentid.com](http://www.pa.cogentid.com).
- D. Information on the Public Works Employment Verification Act can be obtained from the Department of General Services, Public Works Employment Verification Compliance Office, Room 105 Tent Building, Public Works Department, 18<sup>th</sup> & Herr Streets, Harrisburg, PA 17125.
- E. Child Abuse Reports Information can be obtained through the PA Department of Public Welfare at <http://www.dpw.state.pa.us/general/formspub/003671038.htm>.



## **Appendix B**

# **CONDITIONS OF CONTRACT**

## SECTION 006000 – PROJECT FORMS

Project Forms included in this section are provided for the Contractor's use. Contractors shall use these forms exclusively, unless preapproved by the Architect.

Included in this Project Manual are the following:

1. Form 006010 – Request for Information (RFI)
2. Form 006020 – Job Meeting Report
3. Form 006030 – Submittal Cover Sheet
4. Form 006040 – Substitution Matrix
5. Form 006050 – Ready for Closeout

END OF SECTION 006000



# REQUEST FOR INFORMATION

---

RFI No.: \_\_\_\_\_

CONTRACT No.: \_\_\_\_\_

RFI Title:

Date Needed:

Requested By/Company: \_\_\_\_\_

Date: \_\_\_\_\_

## RESPONSE:

Response Prepared By: \_\_\_\_\_

Date: \_\_\_\_\_



# JOB MEETING REPORT

**Project:**

Contractor:

Job Meeting Report No.:

Contract No./Work:

**Commission No:**

Date:

**Work accomplished during previous period:**


**Work scheduled over next period:**


**Briefly state points you wish to make a matter of record:**


Signed: \_\_\_\_\_



# SUBMITTAL COVER SHEET

---

**NOTE:**

The following information is required and shall accompany all project submittals.  
Submittals received without this cover sheet shall be deemed incomplete and will not be reviewed.

CONTRACTOR'S SUBMITTAL NO:	
SUBMITTED ITEM(S) / TITLE:	
SPEC. SECTION / DRAWING REF.:	
SUBMITTING CONTRACTOR:	
SUBCONTRACTOR / MANUF.:	

YES    NO

<input type="checkbox"/>	<input type="checkbox"/>	Is submittal a substitution? If yes, provide required Substitution Matrix.
--------------------------	--------------------------	--

CONTRACTOR'S COMMENTS:

SUBMITTED & APPROVED BY:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date

---

REVIEWER'S COMMENTS:



**SUBMITTAL MATRIX FOR SUBSTITUTION  
EVALUATION AS APPROVED EQUAL**

**The following is being submitted for evaluation of a substitution as an approved equal.  
(Manufacturer’s literature must be attached for verification)**

Specification Data (1):	Specified Product (2):	Proposed Equal (3):

- (1) The 1st column shall list data derived from the specific specification section (i.e. doors, windows, etc.).
- (2) The 2nd column shall list data values for the product from the specific specification section (i.e. size, load capacity, material thickness, etc.)
- (3) The 3rd column shall list data values for the ‘proposed equal’ product and MUST be accompanied by the manufacturer’s written product data and/or other applicable literature for the Architect to conduct a full review.



## READY FOR CLOSEOUT

Contractor shall submit a copy of this document with the completed punchlist, signed and sealed by the Contractor's authorized representative and notarized, to the Architect [and Construction Manager] indicating that the Work has been completed as required in accordance with the Contract Documents and after which the Contractor shall notify the Architect [and Construction Manager] Architect when re-inspection is requested.

The undersigned certifies that all items of work noted herein, and all other required scope of Work have been completed in accordance with Contract Documents and is further certifying that the project is ready for final inspection by the Architect [and Construction Manager]. The undersigned acknowledges providing all required close-out documents, including, but not limited to, all affidavits, warranties and a release of liens, to the Architect [and Construction Manager].

Items not completed shall be summarized by the Contractor in letter form and attached herewith.

The undersigned hereby certifies that he/she shall pay the Owner for any and all expenses incurred by the Architect [or Construction Manager] due to the Contractor's misrepresentation of completion of punch list items.

---

Authorized Representative of the Contractor (Print/Type)

---

Title

---

Signature

Date

THE CONTRACTOR SHALL SEAL THIS PUNCHLIST AS NOTED BELOW:

---

Contractor's Corporate Seal

---

Notary Seal

Prepared by: \_\_\_\_\_

Date: \_\_\_\_\_

## SECTION 011000 – SUMMARY

### 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:

1. Project information.
2. Work covered by Contract Documents.
3. Phased construction.
4. Work under Owner's separate contracts.
5. Future work not part of this Project.
6. Contractor's use of site and premises.
7. Coordination with occupants.
8. Work restrictions.
9. Specification and Drawing conventions.

- B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

#### 1.3 PROJECT INFORMATION

- A. Project Identification: Executive Director's Suite.

1. Project Location: The County of Delaware, Government Center Building, 201 West Front Street, Media, PA 19063.

- B. Owner: The County of Delaware, Department of Public Works, Government Center Building, 201 West Front Street, Media, PA 19063.

1. Owner's Representative: Danielle Floyd, Director of Public Works.

- C. Architect: Spiezle, 900 West Sproul Road, Suite 201, Springfield, PA 19064.

1. Architect's Representative: Bob Reid, AIA.

- D. Architect's Consultants: Architect has retained the following design professionals, who have prepared designated portions of the Contract Documents:



1. Mechanical, Electrical, Plumbing and Fire Protection Engineering: Schiller & Hersh Associates, Inc.
  - a. Engineer's Representative: Rich Delp.

#### 1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and includes, but is not limited to, the following:
  1. Renovation of the Executive Director's suite in its existing location on the second floor of the Government Center Building as well as limited portions of the adjacent Solicitor's Office Suite. Alternation work includes the removal of existing walls, ceilings, doors, light fixtures, electrical wiring, interior finishes, and related items. Work includes the construction of new gypsum partitions, glass partitions, gypsum and acoustic ceilings, lighting, finishes, doors, frames and hardware. Fire protection systems will be modified. New mechanical systems will be installed including equipment on the roof immediately above the office suite. Incidental electrical work is required outside of the primary work are on the second floor. The projects includes other Work indicated in the Contract Documents.
- B. Type of Contract:
  1. Project will be constructed under a single prime contract.

#### 1.5 PHASED CONSTRUCTION

- A. The Work shall be conducted in one single phase.
- B. Project Substantial Completion: Work will commence within Ten (10) Calendar Days after receipt of written "Notice to Proceed" and be substantially completed in accordance with the Contract Documents and Contractor's Construction Schedule for substantial completion of the entire project including a Certificate of Occupancy for the project area by September 6th, 2022. All time limits stated in the Contract are of the essence.

#### 1.6 WORK UNDER OWNER'S SEPARATE CONTRACTS

- A. Work with Separate Contractors: Cooperate fully with Owner's separate contractors, so work on those contracts may be carried out smoothly, without interfering with or delaying Work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under Owner's separate contracts.
- B. Future Work Not Part of this Contract: The Contract Documents include requirements that will allow Owner to carry out future work following completion of this Project; provide for the following future work:
  1. Installation of Office Furniture.

## 1.7 CONTRACTOR'S USE OF SITE AND PREMISES

- A. Restricted Use of Site: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.
1. Prior to commencing work on site, the Contractor shall meet with the Architect, or Owner's designee to review work to be completed, determine its impact on occupied areas and adjacent properties, etc. to distribute necessary guidelines.
  2. Designated areas will be established, as necessary, for parking, toilet facilities, special trailers and deliveries, etc.
  3. The Contractor and its Employees and its subcontractors are authorized to be on grounds only during the performance of work related to the project.
  4. Obey speed limits as posted, or if not posted, not to exceed 10 mph on grounds. Yield to all pedestrian traffic. Do not blow horn unless necessary. Not all persons on site can be expected to possess good pedestrian skills.
  5. Vehicles and operating equipment shall be turned off, locked and secure whenever not in use. All tools and equipment, not removed from the site on a daily basis, shall be secured and kept in the work staging area at the end of the workday. The Owner will not assume responsibility for any missing articles.
  6. Do not fraternize with Owner's employees or building occupants while working on site.
  7. Facility occupants and employees are not allowed in work areas. Active work areas shall always be secured and/or enclosed to prevent occupants and employees from wandering inside.
  8. Safety shall always be maintained by the Contractor at the job site .
  9. Possession and/or consumption of alcoholic beverages or drugs are always strictly prohibited on site .
  10. Contractor and its personnel are required to report in and out on a daily basis at a location designated by the Owner and may be required to sign in and out in a visitor's log book in the presence of the Owner's staff person of responsible charge. The Owner will notify its respective building supervisors and any affected departments when the Contractor and its personnel will be working in any occupied area of the building.
- B. Limits on Use of Site: Limit use of Project site to Work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
1. Limits on Use of Site: Confine construction operations to work in areas indicated or established by approval from the Owner so as not to interfere with facility hours of operations.
  2. Owner Occupancy: Allow for Owner occupancy of all portions of the building outside of the Project site.
  3. Driveways, Walkways and Entrances: Keep driveways, parking garage, loading areas, and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or for storage of materials.
    - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
    - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

- c. Contractor is not permitted to use any parking spaces designated for Owner's staff or visitors. Contractor shall review available on-site parking locations prior to submitting his bid.
- C. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Unless otherwise noted, maintain heating, ventilation and air conditioning levels in Owner occupied areas of the building throughout the construction period. Repair damage caused by construction operations.
- D. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

#### 1.8 COORDINATION WITH OCCUPANTS

- A. Partial Owner Occupancy: Owner will occupy the premises during entire construction period, except for areas under construction. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's operations. Maintain existing exits unless otherwise indicated.
  - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and authorities having jurisdiction.
  - 2. Provide not less than 72 hours' notice to Owner of activities that will affect Owner's operations.

#### 1.9 WORK RESTRICTIONS

- A. Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets, work on public streets, rights of way, and other requirements of authorities having jurisdiction.
- B. On-Site Work Hours: Work shall be generally performed inside the existing building during the hours of 7:00 a.m. to 3:30 p.m., Monday through Friday, except as otherwise indicated.
  - 1. Weekend Hours: Saturday from 7:00 a.m. to 3:30 p.m., Sunday work will not be allowed, and is subject to approval by the Owner and further subject to ordinances and regulations by local and governing authorities having jurisdiction.
  - 2. Early Morning Hours: 4:00 a.m. to 7:00 a.m., subject to approval by the Owner and further subject to ordinances and regulations by local and governing authorities having jurisdiction.
  - 3. Evening Hours: 3:30 p.m. to 11:00 p.m., subject to approval by the Owner and further subject to ordinances and regulations by local and governing authorities having jurisdiction.
  - 4. Hours for Utility Shutdowns: Coordinate all utility shutdowns with the Owner at least 4 weeks prior to the anticipated work. The existing building fire protection system shall not be diminished. Removal of existing devices shall not occur until the new equipment is in place for the switchover.

5. Hours for Core Drilling and other noisy activities, etc. and demolition shall be planned for the least distracting hours of the day and coordinated with the Owner. The Owner reserves the right to stop those activities to be deemed excessive until a more appropriate time or day at their discretion.
  6. The Contractor shall comply with the Owner's Site Security Programs as described in Part 1.10, 'Access to Site'.
  7. All personnel shall dress in clothing appropriate to the work they perform. All personnel are to wear shirts, hardhats, safety shoes, glasses, gloves, masks or respirators, noise protection devices, and other protective clothing and equipment as required by OSHA standards.
  8. The Contractor is responsible for maintaining all temporary emergency egress routes. The Contractor shall obtain approval from the Building, Police, Rescue and Fire Departments for all temporary emergency egress routes. The Contractor shall provide temporary exit signs as required to ensure clearly marked egress routes.
  9. The Owner has the right to require disruptive work to be discontinued if affecting the employees and staff.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging for temporary utility services according to requirements indicated:
1. Notify Owner not less than three (3) days in advance of proposed utility interruptions.
  2. Obtain Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, Dust, and Odors: Coordinate operations that may result in high levels of noise and vibration, dust, odors, or other disruption to Owner occupancy with Owner.
1. Notify Owner not less than three (3) days in advance of proposed disruptive operations.
  2. Obtain Owner's written permission before proceeding with disruptive operations.
- E. Smoking and Controlled Substance Restrictions: Use of tobacco products, alcoholic beverages, and other controlled substances within the existing building and on Project site is not permitted.
- F. Employee Identification: Provide identification tags for Contractor personnel working on Project site. Require personnel to use identification tags at all times.

#### 1.10 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
  2. Text Color: Text used in the Specifications, including units of measure, manufacturer and product names, and other text may appear in multiple colors or underlined as part of a hyperlink; no emphasis is implied by text with these characteristics.

3. Hypertext: Text used in the Specifications may contain hyperlinks. Hyperlinks may allow for access to linked information that is not residing in the Specifications. Unless otherwise indicated, linked information is not part of the Contract Documents.
  4. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 00 Contracting Requirements: General provisions of the Contract, including General and Supplementary Conditions, apply to all Sections of the Specifications.
- C. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- D. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
  2. Abbreviations: Materials and products are identified by abbreviations scheduled on Drawings and published as part of the U.S. National CAD Standard.
  3. Keynoting: Materials and products in the drawings may be identified by reference keynotes.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

## SECTION 012500 - SUBSTITUTION PROCEDURES

### 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 substitutions.
- B. Related Requirements:
  - 1. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

#### 1.3 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents.
  - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
  - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required to meet other Project requirements but may offer advantage to Contractor or Owner.

#### 1.4 ACTION SUBMITTALS

- A. Equivalent or Substitution Requests: Submit documentation identifying product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
  - 1. Equivalent or Substitution Request Form: Use form provided in Project Manual.
  - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
    - a. Statement indicating why specified product or fabrication or installation method cannot be provided, if applicable.
    - b. Coordination of information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.
    - c. Detailed comparison of significant qualities of proposed substitutions with those of the Work specified. Include annotated copy of applicable Specification Section.

Significant qualities may include attributes, such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.

- d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
  - e. Samples, where applicable or requested.
  - f. Certificates and qualification data, where applicable or requested.
  - g. List of similar installations for completed projects, with project names and addresses as well as names and addresses of architects and owners.
  - h. Material test reports from a qualified testing agency, indicating and interpreting test results for compliance with requirements indicated.
  - i. Research reports evidencing compliance with building code in effect for Project.
  - j. Detailed comparison of Contractor's construction schedule using proposed substitutions with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
  - k. Cost information, including a proposal of change, if any, in the Contract Sum.
  - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents, except as indicated in substitution request, is compatible with related materials and is appropriate for applications indicated.
  - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
  - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

## 1.5 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

## 1.6 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

## 1.7 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
    - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
    - b. Substitution request is fully documented and properly submitted.
    - c. Requested substitution will not adversely affect Contractor's construction schedule.
    - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
    - e. Requested substitution is compatible with other portions of the Work.
    - f. Requested substitution has been coordinated with other portions of the Work.
    - g. Requested substitution provides specified warranty.
    - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Architect will consider requests for substitution if received within 30 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
    - a. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
    - b. Requested substitution does not require extensive revisions to the Contract Documents.
    - c. Requested substitution is consistent with the Contract Documents and will produce indicated results.
    - d. Substitution request is fully documented and properly submitted.
    - e. Requested substitution will not adversely affect Contractor's construction schedule.
    - f. Requested substitution has received necessary approvals of authorities having jurisdiction.
    - g. Requested substitution is compatible with other portions of the Work.
    - h. Requested substitution has been coordinated with other portions of the Work.
    - i. Requested substitution provides specified warranty.



- j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500

## SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

### 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 handling and processing Contract modifications.
- B. Related Requirements:
  - 1. Section 012500 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.
  - 2. Section 013100 "Project Management and Coordination" for requirements for forms for contract modifications provided as part of web-based Project management software.

#### 1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time.

#### 1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
  - 1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
  - 2. Within time specified in Proposal Request or 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
    - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
    - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
    - c. Include costs of labor and supervision directly attributable to the change.
    - d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and

finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
  - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
  - 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
  - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  - 4. Include costs of labor and supervision directly attributable to the change.
  - 5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
  - 6. Comply with requirements in Section 012500 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
  - 7. Proposal Request Form: Use form acceptable to Architect.

#### 1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

#### 1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Architect may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
  - 1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
  - 1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

## SECTION 012900 - PAYMENT PROCEDURES

### 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 necessary to prepare and process Applications for Payment.
- B. Related Requirements:
  - 1. Section 012600 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
  - 2. Section 013200 "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

#### 1.3 DEFINITIONS

- A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

#### 1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
  - 1. Coordinate line items in the schedule of values with items required to be indicated as separate activities in Contractor's construction schedule.
  - 2. Submit the schedule of values to Architect at earliest possible date, but no later than (15) fifteen days of the written Notice to Proceed and no later than (7) seven days before the date scheduled for submittal of initial Applications for Payment.
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one-line item for each Specification Section.
  - 1. Identification: Include the following Project identification on the schedule of values:
    - a. Project name and location.
    - b. Owner's name.
    - c. Name of Architect.
    - d. Architect's Project number.

- e. Contractor's name and address.
  - f. Date of submittal.
2. Arrange schedule of values consistent with format of AIA Document G703: Continuation Sheets.
  3. Arrange the schedule of values in tabular form, with separate columns to indicate the following for each item listed:
    - a. Related Specification Section or division.
    - b. Change Orders (numbers) that affect value.
    - c. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent. Round dollar amounts to whole dollars, with total equal to Contract Sum.
      - 1) Labor.
      - 2) Materials.
      - 3) Equipment.
  4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of five (5) percent of the Contract Sum.
  5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
    - a. Differentiate between items stored on-site and items stored off-site.
  6. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
  7. Temporary Facilities: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
  8. Closeout Costs. Include separate line items under Contractor and principal subcontracts for Project closeout requirements in an amount totaling five (5) percent of the Contract Sum and subcontract amount.
  9. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Change Directives result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Change Directive.

## 1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments, as certified by Architect and paid for by Owner.
- B. Payment Application Times: The date for each progress payment is indicated in the Owner/Contractor Agreement or Supplementary Conditions. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.

- C. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
  2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
  3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
  4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.
- E. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment for stored materials.
  2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
  3. Provide summary documentation for stored materials indicating the following:
    - a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
    - b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
    - c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.
- F. Transmittal: Submit three (3) signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
  2. When an application shows completion of an item, submit conditional final or full waivers.

3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
  4. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
  5. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
- H. Certified payroll records for the applicable period submitted directly to Owner.
- I. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of values.
  3. Contractor's construction schedule (preliminary if not final).
  4. Products list (preliminary if not final).
  5. Schedule of unit prices.
  6. Submittal schedule (preliminary if not final).
  7. List of Contractor's staff assignments.
  8. List of Contractor's principal consultants.
  9. Copies of building permits.
  10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  11. Initial progress report.
  12. Report of preconstruction conference.
  13. Certificates of insurance and insurance policies.
  14. Performance and payment bonds.
  15. Data needed to acquire Owner's insurance.
- J. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
    - a. Complete administrative actions, submittals, and Work preceding this application, as described in Section 017700 "Closeout Procedures."
  2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- K. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
  2. Certification of completion of final punch list items.
  3. Insurance certificates for products and completed operations where required and proof that taxes (unless tax exempt), fees, and similar obligations were paid.
  4. Updated final statement, accounting for final changes to the Contract Sum.



5. AIA Document G706: 'Contractor's Affidavit of Payment of Debts and Claims'.
6. AIA Document G706A: 'Contractor's Affidavit of Release of Liens.
7. AIA Document G707: 'Consent of Surety to Final Payment'.
8. Evidence that claims have been settled.
9. Certification of paid wages.
10. Maintenance Bond.
11. Contractor's 'As-Built' documents in PDF file format, unless otherwise agreed upon in writing by Architect.
12. Operations and Maintenance Manuals.
13. Proof of 'attic stock' or 'extra materials' received by the Owner.
14. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
15. Final liquidated damages settlement statement.
16. Proof that taxes (unless tax exempt), fees, and similar obligations are paid.
17. Waivers and releases.
18. Written Guarantee of 2-years.
19. Completed Punchlist signed and notarized by the Contractor's authorized representative.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

## SECTION 013100 - PROJECT MANAGEMENT AND COORDINATION

### 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 provisions for coordinating construction operations on Project, including, but not limited to, the following:
  - 1. General coordination procedures.
  - 2. Coordination drawings.
  - 3. RFIs.
  - 4. Digital project management procedures.
  - 5. Web-based Project management software package.
  - 6. Project meetings.
- B. The contractor and its subcontractors shall participate in coordination requirements as described herein.
- C. Related Requirements:
  - 1. Section 013200 "Construction Progress Documentation" for preparing and submitting Contractor's construction schedule.
  - 2. Section 017300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
  - 3. Section 017700 "Closeout Procedures" for coordinating closeout of the Contract.

#### 1.3 DEFINITIONS

- A. RFI: Request for Information. Request from Owner, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
  - 1. Name, address, telephone number, and email address of entity performing subcontract or supplying products.
  - 2. Number and title of related Specification Section(s) covered by subcontract.
  - 3. Drawing number and detail references, as appropriate, covered by subcontract.

- B. Key Personnel Names: Within (15) days of issuance of the Notice to Proceed, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses, cellular telephone numbers, and e-mail addresses. Provide names, addresses, and telephone numbers of individuals assigned as alternates in the absence of individuals assigned to Project.
  - 1. Keep list current at all times.

## 1.5 GENERAL COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections that depend on each other for proper installation, connection, and operation. The Contractor shall be responsible for being the supervisor, manager, overseer, coordinator and expediter of its Subcontractors. The Contractor shall have included in its bid a sufficient cost amount to furnish such administrative and supervisory duties.
  - 1. Schedule construction operations in sequence required to obtain the best results, where installation of one part of the Work depends on installation of other components, before or after its own installation.
  - 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
  - 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
  - 1. Preparation of Contractor's construction schedule.
  - 2. Preparation of the schedule of values.
  - 3. Installation and removal of temporary facilities and controls.
  - 4. Delivery and processing of submittals.
  - 5. Progress meetings.
  - 6. Preinstallation conferences.
  - 7. Project closeout activities.
  - 8. Startup and adjustment of systems.

## 1.6 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely indicated on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.

1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
  - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
  - b. Coordinate the addition of trade-specific information to coordination drawings in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
  - c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
  - d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
  - e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
  - f. Indicate required installation sequences.
  - g. Indicate dimensions shown on Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternative sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.
  - h. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.
- B. Coordination drawings shall be prepared in a joint effort by the Contractor and its Subcontractors to avoid material and equipment installation interference as well as project delays. The coordination drawings will clearly indicate locations, dimensions, and elevations including, but not limited to, duct work, insulation, mechanical equipment, hot water supply and return piping, fire sprinkler work, electrical fixtures, electrical conduit, structural steel, beams, columns, joist, plumbing piping, plumbing equipment, ceiling grid, penetrations, lintels, etc. Additionally, any Contractor requiring a penetration to be made in wall, floor and or roof shall identify the required opening size and location. The size and type of lintel required for the penetration shall be required. Each Contractor is responsible for laying out their necessary wall, floor or roof penetration.
- C. The Contractor will coordinate a meeting between its subcontractors to finalize the coordination review. Upon the final review as to the accuracy of the coordination drawings, Contractor's representative who has written authorization from the President of the Company or Corporation to approve and sign-off on the coordination drawings will sign and date the coordination drawings. The Contractor will then submit copies of the signed and dated coordination drawing to the Architect for review. The signed coordination drawings shall be submitted to the Architect within (30) thirty calendar days from the date of Notice to Proceed. The Contractor that fails to furnish completed coordination drawings within the time specified shall be subject to liquidated damages and be financially responsible for removals, repairs, patching, etc. caused by failure to provide coordination drawings at the time needed in coordination with the Contractor's Construction Schedule.

- D. As the work progresses, the Contractor shall familiarize itself with the work to be done by others in so far as it affects its work and shall promptly give such information to others as affects their mutual interests. The Contractor shall notify the Architect of any condition that might prevent the satisfactory completion of their work.
- E. The Contractor shall carefully check job space requirements with all other subcontractors to make sure that the combined work can be installed in the allotted spaces, chases, etc., with all piping, conduits, ductwork, etc. concealed from view. Coordination drawings shall be the mutual responsibility of all Contractors and Subcontractors involved. Any Contractor or its Subcontractor not coordinating its work with others will be responsible for any additional costs arising from lack of coordination. In the case of conflict between Prime Contractors and subcontractors, the Architect will have the final decision in accordance with the General Conditions of the Contract for Construction. Any Contractor or subcontractor that fails to supply the proper sizes and locations for equipment or other installations shall be financially responsible for consequential corrective work
- F. Coordination Drawing Organization: Organize coordination drawings as follows:
1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
  2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within plenums to accommodate layout of light fixtures and other components indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
  3. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
  4. Mechanical and Plumbing Work: Show the following:
    - a. Sizes and bottom elevations of ductwork, piping, and conduit runs, including insulation, bracing, flanges, and support systems.
    - b. Dimensions of major components, such as dampers, valves, diffusers, access doors, cleanouts and electrical distribution equipment.
    - c. Fire-rated enclosures around ductwork.
  5. Electrical Work: Show the following:
    - a. Runs of vertical and horizontal conduit 1-1/4 inches in diameter and larger.
    - b. Light fixture, exit light, emergency battery pack, smoke detector, and other fire-alarm locations.
    - c. Panel board, switchboard, switchgear, transformer, busway, generator, and motor-control center locations.
    - d. Location of pull boxes and junction boxes dimensioned from column center lines.
  6. Fire-Protection System: Show the following:
    - a. Locations of standpipes, mains piping, branch lines, pipe drops, and sprinkler heads.
  7. Review: Architect will review coordination drawings to confirm that, in general, the Work is being coordinated, but not for the details of the coordination, which are

Contractor's responsibility. If Architect determines that coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, Architect will so inform Contractor, who shall make suitable modifications and resubmit.

- a. If the Architect determines that coordination drawings are not being prepared in a manner consistent with the design intent, such as conduit runs, piping and the like exposed without regard to aesthetic effect of the design intent of the contract documents, or are otherwise deficient, Architect will inform the Contractor, who shall make changes as directed at no additional cost to the Contract amount.
8. Coordination Drawing Prints: Prepare coordination drawing prints according to requirements in Section 013300 "Submittal Procedures."
- G. Coordination Drawing Process: Prepare coordination drawings in the following manner:
1. Schedule submittal and review of Fire Sprinkler, Plumbing, HVAC, and Electrical Shop Drawings to make required changes prior to preparation of coordination drawings.
  2. Commence routing of coordination drawing files with HVAC Installer, who will provide drawing plan files denoting approved ductwork. HVAC Installer will locate ductwork and piping on a single layer, using orange color. Forward drawings to Plumbing Installer.
  3. Plumbing Installer will locate plumbing and equipment on a single layer, using blue color.
  4. Fire Sprinkler Installer will locate piping and equipment, using red color. Fire Sprinkler Installer shall forward drawing files to Electrical Installer.
  5. Electrical Installer will indicate service and feeder conduit runs and equipment in green color. Electrical Installer shall forward drawing files to Communications and Electronic Safety and Security Installer.
  6. Communications and Electronic Safety and Security Installer will indicate cable trays and cabling runs and equipment in purple color. Communications and Electronic Safety and Security Installer shall forward completed drawing files to Contractor.
  7. Contractor shall perform the final coordination review. As each coordination drawing is completed, Contractor will meet with Architect to review and resolve conflicts on the coordination drawings.
- H. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
1. File Preparation Format:
    - a. CAD drawing files (.DWG) or BIM model files (.RVT) or other format as mutually agreed upon by all parties responsible for preparation of coordination drawings.
  2. File Submittal Format: Submit or post coordination drawing files using PDF format.
  3. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
    - a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.
    - b. Digital Data Software Program: Drawings files are available in CAD format in the latest software versions.

- c. Contractor(s) shall execute an indemnification /hold-harmless document as provided by the Architect prior to the distribution of digital data files.

## 1.7 REQUEST FOR INFORMATION (RFI)

- A. General: Immediately on discovery of the need for additional information, clarification, or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
  1. Architect will return without response those RFIs submitted to Architect by other entities controlled by Contractor.
  2. Coordinate and submit RFIs in a prompt manner to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
  1. Project name.
  2. Name of Architect.
  3. Architect's Project number.
  4. Date.
  5. Name of Contractor.
  6. RFI number, numbered sequentially.
  7. RFI subject.
  8. Specification Section number and title and related paragraphs, as appropriate.
  9. Drawing number and detail references, as appropriate.
  10. Field dimensions and conditions, as appropriate.
  11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
  12. Contractor's signature.
  13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
    - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: Form bound in Project Manual or Software-generated form with substantially the same content as indicated above, acceptable to Architect.
  1. Attachments shall be electronic files in PDF format.
- D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow (7) seven calendar days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.
  1. The following Contractor-generated RFIs will be returned without action:
    - a. Requests for approval of submittals.
    - b. Requests for approval of substitutions.

- c. Requests for approval of Contractor's means and methods.
  - d. Requests for coordination information already indicated in the Contract Documents.
  - e. Requests for adjustments in the Contract Time or the Contract Sum.
  - f. Requests for interpretation of Architect's actions on submittals.
  - g. Incomplete RFIs or inaccurately prepared RFIs.
- 2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt by Architect of additional information.
  - 3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Section 012600 "Contract Modification Procedures."
    - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within (5) five days of receipt of the RFI response.
- E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log weekly and at each job meeting. Use software log that is part of web-based Project management software which includes not less than the following:
- 1. Project name.
  - 2. Name and address of Contractor.
  - 3. Name and address of Architect.
  - 4. RFI number, including RFIs that were returned without action or withdrawn.
  - 5. RFI description.
  - 6. Date the RFI was submitted.
  - 7. Date Architect's response was received.
  - 8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
- F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within (3) three days if Contractor disagrees with response.

## 1.8 DIGITAL PROJECT MANAGEMENT PROCEDURES

- A. Use of Architect's Digital Data Files: Digital data files of Architect's CAD drawings will be provided by Architect for Contractor's use during construction.
- 1. Digital data files may be used by Contractor in preparing coordination drawings, Shop Drawings, and Project Record Drawings.
  - 2. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Contract Drawings.
  - 3. Digital Drawing Software Program: Contract Drawings are available in AutoCAD DWG 2018 format.
  - 4. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect.



- a. Subcontractors and other parties granted access by Contractor to Architect's digital data files shall execute a data licensing agreement in the form of Agreement acceptable to Owner and Architect.
  - 5. The following digital data files will be furnished for each appropriate discipline:
    - a. Floor plans.
    - b. Reflected ceiling plans.
- B. Web-Based Project Management Software Package: Provide, administer, and use web-based Project management software package for purposes of hosting and managing Project communication and documentation until Final Completion.
- 1. Web-based Project management software includes, at a minimum, the following features:
    - a. Compilation of Project data, including Contractor, subcontractors, Architect, Architect's consultants, Owner, and other entities involved in Project. Include names of individuals and contact information.
    - b. Access control for each entity for each workflow process, to determine entity's digital rights to create, modify, view, and print documents.
    - c. Document workflow planning, allowing customization of workflow between project entities.
    - d. Creation, logging, tracking, and notification for Project communications required in other Specification Sections, including, but not limited to, RFIs, submittals, Minor Changes in the Work, Construction Change Directives, and Change Orders.
    - e. Track status of each Project communication in real time, and log time and date when responses are provided.
    - f. Procedures for handling PDFs or similar file formats, allowing markups by each entity. Provide security features to lock markups against changes once submitted.
    - g. Processing and tracking of payment applications.
    - h. Processing and tracking of contract modifications.
    - i. Creating and distributing meeting minutes.
    - j. Document management for Drawings, Specifications, and coordination drawings, including revision control.
    - k. Management of construction progress photographs.
    - l. Mobile device compatibility, including smartphones and tablets.
  - 2. Provide up to seven Project management software user licenses for use of Owner, Architect, and Architect's consultants. Provide one hour of software training at Architect's office for web-based Project software users.
  - 3. At completion of Project, provide digital archive in format that is readable by common desktop software applications in format acceptable to Architect. Provide data in locked format to prevent further changes.
- C. PDF Document Preparation: Where PDFs are required to be submitted to Architect, prepare as follows:
- 1. Assemble complete submittal package into a single indexed file, incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  - 2. Name file with submittal number or other unique identifier, including revision identifier.

3. Certifications: Where digitally submitted certificates and certifications are required, provide a digital signature with digital certificate on where indicated.

#### 1.9 FIELD SUPERVISION

- A. The Contractor shall have a full-time superintendent present on site to supervise its work and that of its Subcontractors. At no time shall the Contractor or its Subcontractors be working on the Project without the Contractor's superintendent present. The Contractor shall submit the name of its Superintendent to the Architect prior to commencement of work.
- B. Field Supervisor shall be fluent in the English language to ensure full communications can be achieved during daily operations between Contractor, Architect, and Owner.

#### 1.10 PROJECT MEETINGS

- A. General: Contractor shall schedule and conduct meetings and conferences at Project site unless otherwise indicated.
  1. Attendees: Contractor will inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notification to all parties of scheduled meeting dates and times shall be provided a minimum of (7) seven days prior to meeting. Contractor(s) will inform its subcontractors, suppliers, participants and others involved whose presence is required at scheduled meetings and times.
  2. Agenda: Contractor may prepare a meeting agenda to distribute to all invited attendees.
  3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved and distribute the meeting minutes to everyone concerned, including Owner and Architect, within (7) seven calendar days of the meeting.
- B. Preconstruction Conference: Contractor will schedule and conduct a preconstruction conference before starting construction, at a time convenient to all interested parties, but no later than (15) fifteen days after execution of the Agreement.
  1. Attendees: Authorized representatives of Owner Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
  2. Agenda: Discuss items of significance that could affect progress, including the following:
    - a. Responsibilities and personnel assignments.
    - b. Tentative construction schedule prepared by the Contractor.
    - c. Phasing.
    - d. Critical work sequencing and long lead items.
    - e. Designation of key personnel and their duties.
    - f. Lines of communications.
    - g. Use of web-based Project software.
    - h. Procedures for processing field decisions and Change Orders.
    - i. Procedures for RFIs.
    - j. Procedures for testing and inspecting.
    - k. Procedures for processing Applications for Payment.

- l. Distribution of the Contract Documents.
  - m. Submittal procedures.
  - n. Preparation of Record Documents.
  - o. Use of the premises and existing building.
  - p. Work restrictions.
  - q. Working hours.
  - r. Owner's occupancy requirements.
  - s. Responsibility for temporary facilities and controls.
  - t. Procedures for moisture and mold control.
  - u. Procedures for disruptions and shutdowns.
  - v. Construction waste management and recycling.
  - w. Parking availability.
  - x. Office, work, and storage areas.
  - y. Equipment deliveries and priorities.
  - z. First aid.
  - aa. Security.
  - bb. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity when required by other Sections and when required for coordination with other construction.
- 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
  - 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
    - a. Contract Documents.
    - b. Options.
    - c. Related RFIs.
    - d. Related Change Orders.
    - e. Purchases.
    - f. Deliveries.
    - g. Submittals.
    - h. Possible conflicts.
    - i. Compatibility requirements.
    - j. Time schedules.
    - k. Weather limitations.
    - l. Manufacturer's written instructions.
    - m. Warranty requirements.
    - n. Compatibility of materials.
    - o. Acceptability of substrates.
    - p. Temporary facilities and controls.
    - q. Space and access limitations.
    - r. Regulations of authorities having jurisdiction.
    - s. Testing and inspecting requirements.

- t. Installation procedures.
  - u. Coordination with other work.
  - v. Required performance results.
  - w. Protection of adjacent work.
  - x. Protection of construction and personnel.
3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
  4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
  5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Architect, but no later than 10 days prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to Project closeout.
  2. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
    - a. Preparation of Record Documents.
    - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
    - c. Procedures for completing and archiving web-based Project software site data files.
    - d. Submittal of written warranties.
    - e. Requirements for preparing operations and maintenance data.
    - f. Requirements for delivery of material samples, attic stock, and spare parts.
    - g. Requirements for demonstration and training.
    - h. Preparation of Contractor's punch list.
    - i. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
    - j. Submittal procedures.
    - k. Coordination of separate contracts.
    - l. Owner's partial occupancy requirements.
    - m. Installation of Owner's furniture, fixtures, and equipment.
    - n. Responsibility for removing temporary facilities and controls.
  4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- E. Progress Meetings: Conduct progress meetings at a minimum, biweekly intervals on a prescribed date and time, or more often as directed or required by the Architect.
1. Coordinate dates of meetings with preparation of payment requests.

2. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
  3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
      - 1) Review schedule for next period.
    - b. Review present and future needs of each entity present, including the following:
      - 1) Interface requirements.
      - 2) Sequence of operations.
      - 3) Status of submittals.
      - 4) Deliveries.
      - 5) Off-site fabrication.
      - 6) Access.
      - 7) Site use.
      - 8) Temporary facilities and controls.
      - 9) Progress cleaning.
      - 10) Quality and work standards.
      - 11) Status of correction of deficient items.
      - 12) Field observations.
      - 13) Status of RFIs.
      - 14) Status of Proposal Requests.
      - 15) Pending changes.
      - 16) Status of Change Orders.
      - 17) Pending claims and disputes.
      - 18) Documentation of information for payment requests.
  4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
    - a. Schedule Updating: Contractor(s) shall revise the construction schedule after each progress meeting, where revisions to the schedule have been made or recognized. Issue revised schedule within (4) four days of the concurrent progress meeting.
- F. Coordination Meetings: Contractor shall conduct Project coordination meetings at regular intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.

1. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
  - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
  - b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting, where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
  - c. Review present and future needs of each contractor present, including the following:
    - 1) Interface requirements.
    - 2) Sequence of operations.
    - 3) Resolution of BIM component conflicts.
    - 4) Status of submittals.
    - 5) Deliveries.
    - 6) Off-site fabrication.
    - 7) Access.
    - 8) Site use.
    - 9) Temporary facilities and controls.
    - 10) Work hours.
    - 11) Hazards and risks.
    - 12) Progress cleaning.
    - 13) Quality and work standards.
    - 14) Status of RFIs.
    - 15) Proposal Requests.
    - 16) Change Orders.
    - 17) Pending changes.
3. Reporting: The contractor shall record meeting results and distribute copies to everyone in attendance including Owner, Architect and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

## SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
  1. Contractor's Construction Schedule.
  2. Submittals Schedule.
  3. Material location reports.
  4. Field condition reports.
  5. Special reports.

#### 1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
  1. Critical activities are activities on the critical path. They must start and finish on the planned early start and finish times.
  2. Predecessor Activity: An activity that precedes another activity in the network.
  3. Successor Activity: An activity that follows another activity in the network.
- B. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- C. Event: The starting or ending point of an activity.
- D. Major Area: A story of construction, a separate building, or a similar significant construction element.
- E. Milestone: A key or critical point in time for reference or measurement.

#### 1.4 SUBMITTALS

- A. Submittals Schedule: Submit (3) three copies of schedule. Arrange the following information in a tabular format:
  1. Scheduled date for first submittal.



2. Specification Section number and title.
  3. Submittal category (action or informational).
  4. Name of subcontractor.
  5. Description of the Work covered.
  6. Schedule dates for purchasing.
  7. Schedule dates for installation.
  8. Activity or event number.
  9. Scheduled date for Architect's final release or approval.
- B. Contractor's Construction Schedule: Submit (2) two opaque copies of initial schedule, large enough to show entire schedule for entire construction period.
- C. Material Location Reports: Submit (2) two copies with each monthly application for payment.
- D. Field Condition Reports: Submit (2) two copies at time of discovery of differing conditions.
- E. Special Reports: Submit (2) two copies weekly intervals.

## 1.5 COORDINATION

- A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors.
- B. Coordinate Contractor's Construction Schedule with the Schedule of Values, list of subcontracts, Submittals Schedule, progress reports, payment requests, and other required schedules and reports.
1. Secure time commitments for performing critical elements of the Work from parties involved.
  2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

## PART 2 - PRODUCTS

### 2.1 SUBMITTALS SCHEDULE

- A. Preparation: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, re-submittal, ordering, manufacturing, fabrication, delivery and installation when establishing dates.
1. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Contractor's Construction Schedule.
  2. Initial Submittal Schedule: Submit concurrently with preliminary bar-chart schedule. Include submittals required during the first 60 sixty days of construction. List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
  3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's Construction Schedule.

## 2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

- A. Time Frame: Extend schedule from date established for Notice to Proceed to date of Substantial and Final Completion.
  - 1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- B. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
  - 1. Products Ordered in Advance: Include a separate activity for each product. Include delivery date. Delivery dates indicated stipulate the earliest possible delivery date.
  - 2. Work Restrictions: Show the effect of the following types of items on the schedule including, but not limited to:
    - a. Coordination with existing construction.
    - b. Limitations of continued occupancies.
    - c. Uninterruptible services.
    - d. Partial occupancy before Substantial Completion.
    - e. Use of premises restrictions.
    - f. Provisions for future construction.
    - g. Seasonal variations.
    - h. Environmental control.
    - i. Local ordinances.
  - 3. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:
    - a. Subcontract awards.
    - b. Submittals.
    - c. Purchases.
    - d. Mockups.
    - e. Fabrication.
    - f. Sample testing.
    - g. Deliveries.
    - h. Installation.
    - i. Tests and inspections.
    - j. Adjusting.
    - k. Curing.
    - l. Startup and placement into final use and operation.
- C. Milestones: Include any milestones in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and Final Completion.
- D. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragnets to demonstrate the effect of the proposed change on the overall project schedule.
- E. Computer Software: Prepare schedules using a program that has been developed specifically to manage construction schedules.

## 2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)

- A. Contractor shall, within (7) seven calendar days after issuance of a Notice to Proceed, submit a draft Contractor's Construction Schedule detailing logic, tasks and durations along with a detailed submittal schedule to the (Project Coordinator).
- B. Gantt-Chart Schedule: The Contractor shall submit a comprehensive, fully developed, horizontal Gantt-chart-type, Contractor's Construction Schedule within (15) fifteen calendar days of date established for the Notice to Proceed. Base schedule on the Preliminary Construction Schedule and whatever updating and feedback was received since the start of Project. Schedule shall be a comprehensive, fully developed, Contractor's Construction Schedule detailing logic, tasks and durations related to all work of the entire Project. The schedule shall not exceed time limits current under the Contract Documents for substantial completion of (each) phase and that of the Project.
- C. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
  - 1. For construction activities that require 3 months or longer to complete, indicate an estimated completion percentage in (10) ten percent increments within time bar.

## 2.4 REPORTS

- A. Material Location Reports: At (monthly) intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.
- B. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare and submit a detailed report. Submit with a request for information in Section 009000 Project Forms, Form 009215 Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

## 2.5 SPECIAL REPORTS

- A. General: Submit special reports directly to Owner within weekly of an occurrence. Distribute copies of report to parties affected by the occurrence.
- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

## PART 3 - EXECUTION

### 3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Contractor's Construction Schedule Updating: At, at least, every 30 calendar days or as often as deemed necessary by the Architect, update schedule to reflect actual construction progress and activities and to recommend changes in the sequencing and scheduling. Issue schedule (1) one week before each regularly scheduled progress meeting. Upon 7 working days of the Architect's request, submit an updated schedule to the Architect.
1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
  2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
  3. As the Work progresses, indicate Actual Completion percentage for each activity.
- B. The updated Contractors' Construction Schedule will be reviewed at each Job Meeting. Contractor is required to have a representative present at the Job Meeting with written authorization from the President of the Company or Corporation to review, agree upon and sign-off on any approved and agreed upon changes to the updated Contractors' Construction Schedule. Failure by Contractor to provide timely input in the time required to update the schedule shall result in a reduction in Contractor's Contract Amount of FIVE HUNDRED (\$500.00) DOLLARS per each occurrence as liquidated damages. In addition, payment to the Contractor may result in the withholding of payments to the Contractor, and in the liability of the Contractor for liquidated damages, for failure of the Project to be completed within the designated time due to the Contractor's failure to cooperate. Contractor shall be responsible for meeting the overall Project's phased completion date(s) and overall substantial completion date.
- C. Any acceleration of the Contractor's Construction Schedule shall be agreed upon by Contractor and approved by the Architect in writing.
- D. In the absence of a signed change order approving an extension of time, all Contractor Construction Schedule updates must show substantial completion date(s) consistent with the date(s) required in Section 011000 – Summary, paragraph 1.5.B. Changes in logistics or duration shall not be made, except for good cause, and shall not result in an extension of the time for substantial completion. In the event certain aspects of the work fall behind the Contractor's Construction Schedule, the Contractor(s) responsible shall, in coordination, and consultation with all other Contractors, will develop a recovery plan to revise logistics, add manpower resources to reduce durations, expedite procurement or advance start of activities, to get the project back on a schedule that will assure completion in accordance with the substantial completion date.
- E. Distribution: Distribute copies of approved schedule to Architect, Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
1. Post copies in Project meeting rooms and temporary field offices.

2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION 013200

## SECTION 013300 - SUBMITTAL PROCEDURES

### 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:

- 1. Submittal schedule requirements.
- 2. Administrative and procedural requirements for submittals.

- B. Related Requirements:

- 1. Section 012900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
- 2. Section 013100 "Project Management and Coordination" for submitting coordination drawings and subcontract list and for requirements for web-based Project software.
- 3. Section 013200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
- 4. Section 014000 "Quality Requirements" for submitting test and inspection reports, and schedule of tests and inspections.
- 5. Section 017700 "Closeout Procedures" for submitting closeout submittals and maintenance material submittals.
- 6. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
- 7. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
- 8. Section 017900 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.

#### 1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

## 1.4 SUBMITTAL SCHEDULE

- A. Submittal Schedule: Submit, as an action submittal, a list of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.
1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
  2. Initial Submittal Schedule: Submit concurrently with startup construction schedule. Include submittals required during the first 30 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
  3. Final Submittal Schedule: Submit concurrently with the first complete submittal of Contractor's construction schedule.
    - a. Submit revised submittal schedule as required to reflect changes in current status and timing for submittals.
  4. Format: Arrange the following information in a tabular format:
    - a. Scheduled date for first submittal.
    - b. Specification Section number and title.
    - c. Submittal Category: Action; informational.
    - d. Submittal Format: Paper; Electronic
    - e. Name of subcontractor.
    - f. Description of the Work covered.
    - g. Scheduled date for Architect's final release or approval.
    - h. Scheduled dates for purchasing.
    - i. Scheduled date of fabrication.
    - j. Scheduled dates for installation.
    - k. Activity or event number.
- B. No extension of contract time will be considered or authorized because of failure to transmit submittals far enough in advance of the work to permit processing.

## 1.5 SUBMITTAL FORMATS

- A. Submittal Information: All submittals shall include the Architects "Submittal Cover Sheet" as provided in the Project Manual, or approved document equivalent; and shall contain the following information in each submittal:
1. Project name.
  2. Date.
  3. Name of Architect.
  4. Name of Contractor.
  5. Name of firm or entity that prepared submittal.
  6. Names of subcontractor, manufacturer, and supplier.

7. Unique submittal number, including revision identifier. Include Specification Section number with sequential alphanumeric identifier and alphanumeric suffix for resubmittals.
  10. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
  11. Drawing number and detail references, as appropriate.
  12. Indication of full or partial submittal.
  13. Location(s) where product is to be installed, as appropriate.
  14. Other necessary identification.
  15. Remarks.
  16. Signature of transmitter.
- B. Options: Identify options requiring selection by Architect.
- C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.
- D. Paper Submittals:
1. Paper submittals are required for submittals requiring color or texture selection, color or texture matching, review of product samples, or similar review activities that cannot be completed with digital representations of physical materials.
    - a. Except as required above, paper submittal will be discarded without review.
  2. Place a permanent label or title block on each submittal item for identification; include name of firm or entity that prepared submittal.
  3. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
  4. Action Submittals: Submit three paper copies of each submittal unless otherwise indicated. Architect will return two copies.
    - a. When Paper submittals are used in conjunction with Web-Based Project Software, submit one paper copy and one electronic copy. Architect keep the paper copy on file and return the electronic copy.
  5. Informational Submittals: Not permitted as paper submittals. Submit electronic submittals.
  6. Additional Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
- E. Electronic Submittals: Prepare submittals as a PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number and a brief description.
1. Transmittal for Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using the Architect's "Submittal Cover Sheet" as included in Project Manual and Contractor's transmittal form. The Architect will return submittals, without review, received from sources other than the Contractor and those submittals received without the Architect's "Submittal Cover Sheet" and/or Contractor's transmittal form.



- F. Submittals Utilizing Web-Based Project Software: Prepare submittals as PDF files or other format indicated by Project management software.

## 1.6 SUBMITTAL PROCEDURES

- A. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
  - 1. Web-Based Project Management Software: Prepare submittals in PDF form, and upload to web-based Project management software website. Enter required data in web-based software site to fully identify submittal.
  - 2. Paper: Prepare submittals in paper form and deliver to Architect.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  - 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
  - 4. Coordinate transmittal of submittals for related parts of the Work specified in different Sections, so processing will not be delayed because of need to review submittals concurrently for coordination.
    - a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of a fully prepared and complete submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
  - 1. Initial Review: Allow (15) fifteen calendar days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
  - 2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
  - 3. Resubmittal Review: Allow (15) fifteen calendar days for review of each resubmittal.
  - 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow (21) twenty-one calendar days for initial review of each submittal. Sequential reviews may include, but are not limited to the following:
    - a. HVAC systems and components.
    - b. Plumbing systems and components.
    - c. Electrical systems and components.

5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow (15) fifteen calendar days for review of each submittal. Submittal will be returned to Architect before being returned to Contractor.
  - a. Submit one copy of submittal to concurrent reviewer(s) in addition to copies to Architect.
- D. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
  1. Note date and content of previous submittal.
  2. Note date and content of revision in label or title block, and clearly indicate extent of revision.
  3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.
- E. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- F. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

## 1.7 SUBMITTAL REQUIREMENTS

- A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
  1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
  2. Mark each copy of each submittal to show which products and options are applicable.
  3. Include the following information, as applicable:
    - a. Manufacturer's catalog cuts.
    - b. Manufacturer's product specifications.
    - c. Standard color charts.
    - d. Statement of compliance with specified referenced standards.
    - e. Testing by recognized testing agency.
    - f. Application of testing agency labels and seals.
    - g. Notation of coordination requirements.
    - h. Availability and delivery time information.
  4. For equipment, include the following in addition to the above, as applicable:
    - a. Wiring diagrams that show factory-installed wiring.
    - b. Printed performance curves.
    - c. Operational range diagrams.
    - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.

5. Submit Product Data before Shop Drawings, and before or concurrently with Samples.
- B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data unless submittal based on Architect's digital data drawing files is otherwise permitted.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
    - a. Dimensions
    - b. Identification of products.
    - c. Fabrication and installation drawings.
    - d. Rough-in and setting diagrams.
    - e. Shop work manufacturing instruction.
    - f. Templates and patterns.
    - g. Design calculations.
    - h. Schedules.
    - i. Compliance with specified standards.
    - j. Notation of coordination requirements.
    - k. Notation of dimensions established by field measurement.
    - l. Relationship and attachment to adjoining construction clearly indicated.
    - m. Seal and signature of professional engineer if specified, within the state Project is located.
    - n. Wiring diagrams showing field-installed wiring, including power, signal and control wiring.
    - o. Wiring diagrams differentiating between manufacturer-installed and field-installed wiring and responsibilities for who makes the final connections.
  2. Paper Sheet Size: Except for templates, patterns, and similar full-size Drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches, but no larger than 30 by 42 inches.
    - a. Submit Shop Drawings to Architect via email or other electronic media transfer.
    - b. For larger projects where shop drawing quantities and file sizes may limit the amount of media allowed to be electronically transferred, Shop Drawing packages may be broken down into smaller groups. In this case, file names should be clearly identified with a description (i.e. Part 1, Part 2, etc.) to alert recipients to the receipt of multiple files.
- C. Samples: Submit Samples for review of type, color, pattern, and texture for a check of these characteristics with other materials.
1. Transmit Samples that contain multiple, related components, such as accessories together in one submittal package.
  2. Identification: Permanently attach label on unexposed side of Samples that includes the following:
    - a. Project name and submittal number.
    - b. Generic description of Sample.
    - c. Product name and name of manufacturer.
    - d. Sample source.
    - e. Number and title of applicable Specification Section.

- f. Specification paragraph number and generic name of each item.
  - 3. Email Transmittal: Provide PDF transmittal. Include digital image file illustrating Sample characteristics and identification information for record.
  - 4. Web-Based Project Management Software: Prepare submittals in PDF form, and upload to web-based Project software website. Enter required data in web-based software site to fully identify submittal.
  - 5. Paper Transmittal: Include paper transmittal, including complete submittal information indicated.
  - 6. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
    - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
  - 7. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units, showing the full range of colors, textures, and patterns available.
    - a. Number of Samples: Submit one full set of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.
  - 8. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
    - a. Number of Samples: Submit (2) two sets of Samples. Architect will retain one Sample set; remainder will be [or provided to the Construction Manager to be retained on site for future verification.
      - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
      - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least (3) three sets of paired units that show approximate limits of variations.
- D. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:

1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
  2. Manufacturer and product name, and model number if applicable.
  3. Number and name of room or space.
  4. Location within room or space.
- E. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- F. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.
- G. Certificates:
1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
  2. Installer Certificates: Submit written statements on manufacturer's letterhead, certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
  3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead, certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
  4. Material Certificates: Submit written statements on manufacturer's letterhead, certifying that material complies with requirements in the Contract Documents.
  5. Product Certificates: Submit written statements on manufacturer's letterhead, certifying that product complies with requirements in the Contract Documents.
  6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of AWS B2.1 on AWS forms. Include names of firms and personnel certified.
- H. Test and Research Reports:
1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for substrate preparation and primers required.
  2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
  3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
  4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.

5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
  - a. Name of evaluation organization.
  - b. Date of evaluation.
  - c. Time period when report is in effect.
  - d. Product and manufacturers' names.
  - e. Description of product.
  - f. Test procedures and results.
  - g. Limitations of use.

## 1.8 CONTRACTOR'S REVIEW

- A. Action Submittals and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Contractor's Approval: Indicate Contractor's approval for each submittal with a uniform approval stamp or indication in web-based Project management software. Include name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
  1. Architect will not review submittals received from Contractor that do not have Contractor's review and approval, and will return the same without action.

## 1.9 ARCHITECT'S REVIEW

- A. Action Submittals: Architect will review each submittal, indicate corrections or revisions required, and return.
  1. PDF Submittals: Architect will indicate, via markup on each submittal, the appropriate action, as follows:
    - a. Approved: Submittal contents have been reviewed without comment. Resubmission is not required.
    - b. Approved as Noted: Submittal contents have been reviewed with comments included. Resubmission is not required, unless specifically directed by Architect for purposes of 'record' or other indicated purpose.
    - c. Revise and Resubmit: Submittal contents have been reviewed and require resubmission based on the quantity or content of the comments included. Contractor shall not release material until resubmission is made with an 'Approved' or 'Approved as Noted' result.

- d. Rejected: Submittal contents have been reviewed and found to be in non-conformance with the requirements of the contract drawings and/or specifications, lack sufficient information for a complete review or as otherwise noted in the Architect's comments. Contractor shall not release material until resubmission is made with an 'Approved' or Approved as Noted' result.
  - e. Information/Record Only: Submittal contents is not required or is of a non-reviewable nature. At the Architect's discretion, the submittal may be returned without action or retains for record purposes only.
2. Paper Submittals: Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action as follows:
- a. Approved: Submittal contents have been reviewed without comment. Resubmission is not required.
  - b. Approved as Noted: Submittal contents have been reviewed with comments included. Resubmission is not required, unless specifically directed by Architect[ or Construction Manager] for purposes of 'record' or other indicated purpose.
  - c. Revise and Resubmit: Submittal contents have been reviewed and require resubmission based on the quantity or content of the comments included. Contractor shall not release material until resubmission is made with an 'Approved' or Approved as Noted' result.
  - d. Rejected: Submittal contents have been reviewed and found to be in non-conformance with the requirements of the contract drawings and/or specifications, lack sufficient information for a complete review or as otherwise noted in the Architect's[ or Construction Managers] comments. Contractor shall not release material until resubmission is made with an 'Approved' or Approved as Noted' result.
  - e. Information/Record Only: Submittal contents is not required or is of a non-reviewable nature. At the Architect's discretion, the submittal may be returned without action or retains for record purposes only.
3. Submittals by Web-Based Project Management Software: Architect will indicate, on Project management software website, the appropriate action.
- a. Actions taken by indication on Project management software website have the following meanings:
    - 1) Approved: Submittal contents have been reviewed without comment. Resubmission is not required.
    - 2) Approved as Noted: Submittal contents have been reviewed with comments included. Resubmission is not required, unless specifically directed by Architect[ or Construction Manager] for purposes of 'record' or other indicated purpose.
    - 3) Revise and Resubmit: Submittal contents have been reviewed and require resubmission based on the quantity or content of the comments included. Contractor shall not release material until resubmission is made with an 'Approved' or Approved as Noted' result.
    - 4) Rejected: Submittal contents have been reviewed and found to be in non-conformance with the requirements of the contract drawings and/or specifications, lack sufficient information for a complete review or as otherwise noted in the Architect's[ or Construction Managers] comments.

Contractor shall not release material until resubmission is made with an 'Approved' or 'Approved as Noted' result.

- 5) Information/Record Only: Submittal contents is not required or is of a non-reviewable nature. At the Architect's discretion, the submittal may be returned without action or retains for record purposes only.
- B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
  - C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.
  - D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
  - E. Architect will return without review submittals received from sources other than Contractor.
  - F. Submittals not required by the Contract Documents will be returned by Architect without action.
  - G. Whether specifically indicated or not on the returned submittal, the Architect's review does not include review of Material Safety Data Sheets (MSDS) where submitted with other received submittal information.
    1. MSDS information shall always be maintained by the Contractor's field personnel and kept up to date. Include and catalog new MSDS sheets as materials are brought onto each Project and/or site.
    2. Record copies of MSDS information shall be required to be organized into a Project binder for each individual Project and/or site. Duplicate copies shall be provided to the Owner's designated representative.

#### 1.10 CONTRACTOR'S USE OF ARCHITECT'S ELECTRONIC DIGITAL DATA FILES

- A. General: At Contractor's written request, copies of Architect's digital data files may be conditionally provided to Contractor for Contractor's use in connection with Project, subject to the following conditions:
  1. Contractor will be required to sign an Indemnification and Hold Harmless Agreement in form provided by the Architect for the use of original electronic digital data created by the Architect.
  2. Electronic digital data files will be provided only for the specific purpose of providing a reference document to the Contractor to be used for backgrounds for the completion by the Contractor of shop drawings only.
  3. The Contractor shall agree the electronic digital data information is for reference purposes only and that the Architect provides no warranty of any kind, written or implied, as to the completeness or accuracy of the electronic digital data files.
  4. The Contractor shall agree to hold all information contained in the electronic digital data files confidential and protect it against use by others.



5. The Contractor shall be required to indemnify and hold harmless the Architect, its principals, employees and consultants in accordance with all terms and conditions listed in the Architect's Indemnification and Hold Harmless Agreement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013300

## SECTION 013516 - ALTERATION PROJECT PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section includes special procedures for alteration work.

#### 1.3 DEFINITIONS

- A. Alteration Work: This term includes remodeling, renovation, repair, and maintenance work performed within existing spaces or on existing surfaces as part of the Project.
- B. Consolidate: To strengthen loose or deteriorated materials in place.
- C. Design Reference Sample: A sample that represents the Architect's prebid selection of work to be matched; it may be existing work or work specially produced for the Project.
- D. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; disposing of items unless indicated to be salvaged or reinstalled.
- E. Match: To blend with adjacent construction and manifest no apparent difference in material type, species, cut, form, detail, color, grain, texture, or finish as approved by Architect.
- F. Refinish: To remove existing finishes to base material and apply new finish to match original, or as otherwise indicated.
- G. Repair: To correct damage and defects, retaining existing materials, features, and finishes. This includes patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading materials.
- H. Replace: To remove, duplicate, and reinstall entire item with new material. The original item is the pattern for creating duplicates unless otherwise indicated.
- I. Replicate: To reproduce in exact detail, materials, and finish unless otherwise indicated.
- J. Reproduce: To fabricate a new item, accurate in detail to the original, and from either the same or a similar material as the original, unless otherwise indicated.
- K. Retain: To keep existing items that are not to be removed or dismantled.

- L. Strip: To remove existing finish down to base material unless otherwise indicated.

#### 1.4 COORDINATION

- A. Alteration Work Subschedule: A construction schedule coordinating the sequencing and scheduling of alteration work for entire Project, including each activity to be performed, and based on Contractor's Construction Schedule. Secure time commitments for performing critical construction activities from separate entities responsible for alteration work.
  - 1. Schedule construction operations in sequence required to obtain best Work results.
  - 2. Coordinate sequence of alteration work activities to accommodate the following:
    - a. Owner's continuing occupancy of portions of existing building.
    - b. Owner's partial occupancy of completed Work.
    - c. Other known work in progress.
    - d. Tests and inspections.
  - 3. Detail sequence of alteration work, with start and end dates.
  - 4. Utility Services: Indicate how long utility services will be interrupted. Coordinate shutoff, capping, and continuation of utility services.
  - 5. Use of elevator and stairs.
  - 6. Equipment Data: List gross loaded weight, axle-load distribution, and wheel-base dimension data for mobile and heavy equipment proposed for use in existing structure. Do not use such equipment without certification from Contractor's professional engineer that the structure can support the imposed loadings without damage.
- B. Pedestrian and Vehicular Circulation: Coordinate alteration work with circulation patterns within Project building(s) and site. Some work is near circulation patterns and adjacent to restricted areas. Circulation patterns cannot be closed off entirely and in places can be only temporarily redirected around small areas of work. Access to restricted areas may not be obstructed. Plan and execute the Work accordingly.

#### 1.5 PROJECT MEETINGS FOR ALTERATION WORK

- A. Preliminary Conference for Alteration Work: Before starting alteration work, conduct conference at Project site.
  - 1. Attendees: In addition to representatives of Owner, Architect, and Contractor, testing service representative, and specialists shall be represented at the meeting.
  - 2. Agenda: Discuss items of significance that could affect progress of alteration work, including review of the following:
    - a. Alteration Work Subschedule: Discuss and finalize; verify availability of materials, specialists' personnel, equipment, and facilities needed to make progress and avoid delays.
    - b. Fire-prevention plan.
    - c. Governing regulations.
    - d. Areas where existing construction is to remain and the required protection.
    - e. Hauling routes.

- f. Sequence of alteration work operations.
  - g. Storage, protection, and accounting for salvaged and specially fabricated items.
  - h. Existing conditions, staging, and structural loading limitations of areas where materials are stored.
  - i. Qualifications of personnel assigned to alteration work and assigned duties.
  - j. Requirements for extent and quality of work, tolerances, and required clearances.
  - k. Embedded work, special details, collection of waste, protection of occupants and the public, and condition of other construction that affects the Work or will affect the work.
3. Reporting: Record conference results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from conference.
- B. Coordination Meetings: Conduct coordination meetings specifically for alteration work at weekly intervals. Coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
1. Attendees: In addition to representatives of Owner, Architect, and Contractor, each specialist, supplier, installer, and other entity concerned with progress or involved in planning, coordination, or performance of alteration work activities shall be represented at these meetings. All participants at conference shall be familiar with Project and authorized to conclude matters relating to alteration work.
  2. Agenda: Review and correct or approve minutes of previous coordination meeting. Review other items of significance that could affect progress of alteration work. Include topics for discussion as appropriate to status of Project.
    - a. Alteration Work Subschedule: Review progress since last coordination meeting. Determine whether each schedule item is on time, ahead of schedule, or behind schedule. Determine how construction behind schedule will be expedited with retention of quality; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities are completed within the Contract Time.
    - b. Schedule Updating: Revise Contractor's Alteration Work Subschedule after each coordination meeting where revisions to schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
    - c. Review present and future needs of each entity present, including review items listed in the "Preliminary Conference for Alteration Work" Paragraph in this article and the following:
      - 1) Interface requirements of alteration work with other Project Work.
      - 2) Status of submittals for alteration work.
      - 3) Access to alteration work locations.
      - 4) Effectiveness of fire-prevention plan.
      - 5) Quality and work standards of alteration work.
      - 6) Change Orders for alteration work.
  3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

## 1.6 MATERIALS OWNERSHIP

- A. Historic items, relics, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, antiques, and other items of interest or value to Owner that may be encountered or uncovered during the Work, regardless of whether they were previously documented, remain Owner's property.
  - 1. Carefully dismantle and salvage each item or object in a manner to prevent damage and protect it from damage, then promptly deliver it to Owner where directed by Architect or Owner.

## 1.7 INFORMATIONAL SUBMITTALS

- A. Alteration Work Subschedule:
  - 1. Submit alteration work subschedule within (7) seven days of date established for commencement of alteration work.
- B. Preconstruction Documentation: Show preexisting conditions of adjoining construction and site improvements that are to remain, including finish surfaces, that might be misconstrued as damage caused by Contractor's alteration work operations.
- C. Alteration Work Program: Submit 15 days before work begins.
- D. Fire-Prevention Plan: Submit 15 days before work begins.

## 1.8 QUALITY ASSURANCE

- A. Specialist Qualifications: An experienced firm regularly engaged in specialty work similar in nature, materials, design, and extent to alteration work as specified in each Section and that has completed a minimum of (5) five recent projects with a record of successful in-service performance that demonstrates the firm's qualifications to perform this work.
  - 1. Field Supervisor Qualifications: Full-time supervisors experienced in specialty work similar in nature, material, design, and extent to that indicated for this Project. Supervisors shall be on-site when specialty work begins and during its progress. Supervisors shall not be changed during Project except for causes beyond the control of the specialist firm.
- B. Title X Requirement: Each firm conducting activities that disturb painted surfaces shall be a "Lead-Safe Certified Firm" according to 40 CFR 745, Subpart E, and use only workers that are trained in lead-safe work practices.
- C. Alteration Work Program: Prepare a written plan for alteration work for whole Project, including each phase or process and protection of surrounding materials during operations. Show compliance with indicated methods and procedures specified in this and other Sections. Coordinate this whole-Project alteration work program with specific requirements of programs required in other alteration work Sections.

1. Dust and Noise Control: Include locations of proposed temporary dust- and noise-control partitions and means of egress from occupied areas coordinated with continuing on-site operations and other known work in progress.
  2. Debris Hauling: Include plans clearly marked to show debris hauling routes, turning radii, and locations and details of temporary protective barriers.
- D. Fire-Prevention Plan: Prepare a written plan for preventing fires during the Work, including placement of fire extinguishers, fire blankets, rag buckets, and other fire-control devices during each phase or process. Coordinate plan with Owner's fire-protection equipment and requirements. Include fire-watch personnel's training, duties, and authority to enforce fire safety.
- E. Safety and Health Standard: Comply with ANSI/ASSE A10.6.

## 1.9 STORAGE AND HANDLING OF SALVAGED MATERIALS

### A. Salvaged Materials:

1. Clean loose dirt and debris from salvaged items unless more extensive cleaning is indicated.
2. Pack or crate items after cleaning; cushion against damage during handling. Label contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.
5. Protect items from damage during transport and storage.

### B. Salvaged Materials for Reinstallation:

1. Repair and clean items for reuse as indicated.
2. Pack or crate items after cleaning and repairing; cushion against damage during handling. Label contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment unless otherwise indicated. Provide connections, supports, and miscellaneous materials to make items functional for use indicated.

### C. Existing Materials to Remain: Protect construction indicated to remain against damage and soiling from construction work. Where permitted by Architect, items may be dismantled and taken to a suitable, protected storage location during construction work and reinstalled in their original locations after alteration and other construction work in the vicinity is complete.

### D. Storage: Catalog and store items within a weathertight enclosure where they are protected from moisture, weather, condensation, and freezing temperatures.

1. Identify each item for reinstallation with a nonpermanent mark to document its original location. Indicate original locations on plans, elevations, sections, or photographs by annotating the identifying marks.
2. Secure stored materials to protect from theft.
3. Control humidity so that it does not exceed 85 percent. Maintain temperatures 5 deg F or more above the dew point.

E. Storage Space:

1. Owner will arrange for limited on-site location(s) for free storage of salvaged material.
2. Arrange for off-site locations for storage and protection of salvaged material that cannot be stored and protected on-site.

1.10 FIELD CONDITIONS

- A. Survey of Existing Conditions: Record existing conditions that affect the Work by use of measured drawings, preconstruction photographs and/or preconstruction videotapes.
- B. Discrepancies: Notify Architect of discrepancies between existing conditions and Drawings before proceeding with removal and dismantling work.
- C. Owner's Removals: Before beginning alteration work, verify in correspondence with Owner that the following items have been removed:
  1. Office furniture and equipment, including, but not limited to, desks, chairs, computers, copy machines, file cabinets, and telephones.
- D. Size Limitations in Existing Spaces: Materials, products, and equipment used for performing the Work and for transporting debris, materials, and products shall be of sizes that clear surfaces within existing spaces, areas, rooms, and openings, including temporary protection, by 12 inches or more.

PART 2 - PRODUCTS - (Not Used)

PART 3 - EXECUTION

3.1 PROTECTION

- A. Protect persons, motor vehicles, surrounding surfaces of building, building site, plants, and surrounding buildings from harm resulting from alteration work.
  1. Use only proven protection methods, appropriate to each area and surface being protected.
  2. Provide temporary barricades, barriers, and directional signage to exclude the public from areas where alteration work is being performed.
  3. Erect temporary barriers to form and maintain fire-egress routes.
  4. Erect temporary protective covers over walkways and at points of pedestrian and vehicular entrance and exit that must remain in service during alteration work.
  5. Contain dust and debris generated by alteration work and prevent it from reaching the public or adjacent surfaces.
  6. Provide shoring, bracing, and supports as necessary. Do not overload structural elements.
  7. Protect floors and other surfaces along hauling routes from damage, wear, and staining.
- B. Temporary Protection of Materials to Remain:

1. Protect existing materials with temporary protections and construction. Do not remove existing materials unless otherwise indicated.
  2. Do not attach temporary protection to existing surfaces except as indicated as part of the alteration work program.
- C. Comply with each product manufacturer's written instructions for protections and precautions. Protect against adverse effects of products and procedures on people and adjacent materials, components, and vegetation.
- D. Utility and Communications Services:
1. Notify Owner, Architect, authorities having jurisdiction, and entities owning or controlling wires, conduits, pipes, and other services affected by alteration work before commencing operations.
  2. Disconnect and cap pipes and services as required by authorities having jurisdiction, as required for alteration work.
  3. Maintain existing services unless otherwise indicated; keep in service and protect against damage during operations. Provide temporary services during interruptions to existing utilities.
- E. Existing Drains: Prior to the start of work in an area, test drainage system to ensure that it is functioning properly. Notify Architect immediately of inadequate drainage or blockage. Do not begin work in an area until the drainage system is functioning properly.
1. Prevent solids such as adhesive or mortar residue or other debris from entering the drainage system. Clean out drains and drain lines that become sluggish or blocked by sand or other materials resulting from alteration work.
  2. Protect drains from pollutants. Block drains or filter out sediments, allowing only clean water to pass.
- F. Existing Roofing: Prior to the start of work in an area, install roofing protection.

### 3.2 PROTECTION FROM FIRE

- A. General: Follow fire-prevention plan and the following:
1. Comply with NFPA 241 requirements unless otherwise indicated.
  2. Remove and keep area free of combustibles, including rubbish, paper, waste, and chemicals, unless necessary for the immediate work.
    - a. If combustible material cannot be removed, provide fire blankets to cover such materials.
- B. Heat-Generating Equipment and Combustible Materials: Comply with the following procedures while performing work with heat-generating equipment or combustible materials, including welding, torch-cutting, soldering, brazing, removing paint with heat, or other operations where open flames or implements using high heat or combustible solvents and chemicals are anticipated:



1. Obtain Owner's approval for operations involving use of open-flame or welding or other high-heat equipment. Notify Owner at least 72 hours before each occurrence, indicating location of such work.
  2. As far as practicable, restrict heat-generating equipment to shop areas or outside the building.
  3. Do not perform work with heat-generating equipment in or near rooms or in areas where flammable liquids or explosive vapors are present or thought to be present. Use a combustible gas indicator test to ensure that the area is safe.
  4. Use fireproof baffles to prevent flames, sparks, hot gases, or other high-temperature material from reaching surrounding combustible material.
  5. Prevent the spread of sparks and particles of hot metal through open windows, doors, holes, and cracks in floors, walls, ceilings, roofs, and other openings.
  6. Fire Watch: Before working with heat-generating equipment or combustible materials, station personnel to serve as a fire watch at each location where such work is performed. Fire-watch personnel shall have the authority to enforce fire safety. Station fire watch according to NFPA 51B, NFPA 241, and as follows:
    - a. Train each fire watch in the proper operation of fire-control equipment and alarms.
    - b. Prohibit fire-watch personnel from other work that would be a distraction from fire-watch duties.
    - c. Cease work with heat-generating equipment whenever fire-watch personnel are not present.
    - d. Have fire-watch personnel perform final fire-safety inspection each day beginning no sooner than 30 minutes after conclusion of work in each area to detect hidden or smoldering fires and to ensure that proper fire prevention is maintained.
    - e. Maintain fire-watch personnel at each area of Project site until 60 minutes after conclusion of daily work.
- C. Fire-Control Devices: Provide and maintain fire extinguishers, fire blankets, and rag buckets for disposal of rags with combustible liquids. Maintain each as suitable for the type of fire risk in each work area. Ensure that nearby personnel and the fire-watch personnel are trained in fire-extinguisher and blanket use.
- D. Sprinklers: Where sprinkler protection exists and is functional, maintain it without interruption while operations are being performed. If operations are performed close to sprinklers, shield them temporarily with guards.
1. Remove temporary guards at the end of work shifts, whenever operations are paused, and when nearby work is complete.

### 3.3 PROTECTION DURING APPLICATION OF CHEMICALS

- A. Protect motor vehicles, surrounding surfaces of building, building site, plants, and surrounding buildings from harm or spillage resulting from applications of chemicals and adhesives.
- B. Cover adjacent surfaces with protective materials that are proven to resist chemicals selected for Project unless chemicals being used will not damage adjacent surfaces as indicated in alteration work program. Use covering materials and masking agents that are waterproof and UV resistant and that will not stain or leave residue on surfaces to which they are applied. Apply protective materials according to manufacturer's written instructions. Do not apply liquid masking agents

or adhesives to painted or porous surfaces. When no longer needed, promptly remove protective materials.

- C. Do not apply chemicals during winds of sufficient force to spread them to unprotected surfaces.
- D. Neutralize alkaline and acid wastes and legally dispose of off Owner's property.
- E. Collect and dispose of runoff from chemical operations by legal means and in a manner that prevents soil contamination, soil erosion, undermining of paving and foundations, damage to landscaping, or water penetration into building interior.

### 3.4 GENERAL ALTERATION WORK

- A. Have specialty work performed only by qualified specialists.
- B. Ensure that supervisory personnel are present when work begins and during its progress.
- C. Record existing work before each procedure (preconstruction), and record progress during the work. Use digital preconstruction documentation photographs and/or video recordings.
- D. Perform surveys of Project site as the Work progresses to detect hazards resulting from alterations.
- E. Notify Architect of visible changes in the integrity of material or components whether from environmental causes including biological attack, UV degradation, freezing, or thawing or from structural defects including cracks, movement, or distortion.
  - 1. Do not proceed with the work in question until directed by Architect.

END OF SECTION 013516

## SECTION 014000 - QUALITY REQUIREMENTS

### 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 quality assurance and quality control.
- B. Testing and inspection services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
  - 1. Specific quality-assurance and quality-control requirements for individual work results are specified in their respective Specification Sections. Requirements in individual Sections may also cover production of standard products.
  - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and quality-control procedures that facilitate compliance with the Contract Document requirements.
  - 3. Requirements for Contractor to provide quality-assurance and quality-control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

#### 1.3 DEFINITIONS

- A. Experienced: When used with an entity or individual, "experienced," unless otherwise further described, means having successfully completed a minimum of (5) five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.
- B. Field Quality-Control Tests and Inspections: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- C. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, subcontractor, or sub-subcontractor, to perform a particular construction operation, including installation, erection, application, assembly, and similar operations.
  - 1. Use of trade-specific terminology in referring to a Work result does not require that certain construction activities specified apply exclusively to specific trade(s).
- D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance

with specified criteria. Unless otherwise indicated, copies of reports of tests or inspections performed for other than the Project do not meet this definition.

- E. Product Tests: Tests and inspections that are performed by a nationally recognized testing laboratory (NRTL) according to 29 CFR 1910.7, by a testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program (NVLAP), or by a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- F. Source Quality-Control Tests and Inspections: Tests and inspections that are performed at the source (e.g., plant, mill, factory, or shop).
- G. Testing Agency: An entity engaged to perform specific tests, inspections, or both. The term "testing laboratory" has the same meaning as the term "testing agency."
- H. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work, to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- I. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work, to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Contractor's quality-control services do not include contract administration activities performed by Architect.

#### 1.4 DELEGATED DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
  - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated Design Services Statement: Submit a statement signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional, indicating that the products and systems are in compliance with performance and design criteria indicated. Include list of codes, loads, and other factors used in performing these services.

#### 1.5 CONFLICTING REQUIREMENTS

- A. Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements is specified and the standards or requirements establish different or conflicting requirements for minimum quantities or quality levels, inform the Architect regarding the conflict and obtain clarification prior to proceeding with the Work. Refer conflicting requirements that are different, but apparently equal, to Architect for clarification before proceeding.

- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified is the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

## 1.6 INFORMATIONAL SUBMITTALS

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Qualification Data: For Contractor's quality-control personnel.
- C. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- D. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
  - 1. Specification Section number and title.
  - 2. Entity responsible for performing tests and inspections.
  - 3. Description of test and inspection.
  - 4. Identification of applicable standards.
  - 5. Identification of test and inspection methods.
  - 6. Number of tests and inspections required.
  - 7. Time schedule or time span for tests and inspections.
  - 8. Requirements for obtaining samples.
  - 9. Unique characteristics of each quality-control service.
- E. Reports: Prepare and submit certified written reports and documents as specified.
- F. Permits, Licenses, and Certificates: For Owner's record, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents established for compliance with standards and regulations bearing on performance of the Work.

## 1.7 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan within (10) ten days of Notice to Proceed, and not less than (5) five days prior to preconstruction conference. Submit in format acceptable to Architect. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities and to coordinate Owner's quality-assurance and quality-control activities. Coordinate with Contractor's Construction Schedule.
- B. Quality-Control Personnel Qualifications: Engage qualified personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.

1. Project quality-control manager may also serve as Project superintendent.
- C. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- D. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
  1. Contractor-performed tests and inspections, including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections. Distinguish source quality-control tests and inspections from field quality-control tests and inspections.
  2. Special inspections required by authorities having jurisdiction and indicated on the Statement of Special Inspections.
  3. Owner-performed tests and inspections indicated in the Contract Documents.
- E. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring the Work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- F. Monitoring and Documentation: Maintain testing and inspection reports, including log of approved and rejected results. Include Work Architect has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming Work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

## 1.8 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
  1. Date of issue.
  2. Project title and number.
  3. Name, address, telephone number, and email address of testing agency.
  4. Dates and locations of samples and tests or inspections.
  5. Names of individuals making tests and inspections.
  6. Description of the Work and test and inspection method.
  7. Identification of product and Specification Section.
  8. Complete test or inspection data.
  9. Test and inspection results and an interpretation of test results.
  10. Record of temperature and weather conditions at time of sample-taking and testing and inspection.
  11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
  12. Name and signature of laboratory inspector.
  13. Recommendations on retesting and reinspecting.

- B. **Manufacturer's Technical Representative's Field Reports:** Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, telephone number, and email address of technical representative making report.
  2. Statement on condition of substrates and their acceptability for installation of product.
  3. Statement that products at Project site comply with requirements.
  4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  6. Statement of whether conditions, products, and installation will affect warranty.
  7. Other required items indicated in individual Specification Sections.
- C. **Factory-Authorized Service Representative's Reports:** Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, telephone number, and email address of factory-authorized service representative making report.
  2. Statement that equipment complies with requirements.
  3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  4. Statement of whether conditions, products, and installation will affect warranty.
  5. Other required items indicated in individual Specification Sections.

## 1.9 QUALITY ASSURANCE

- A. Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. **Manufacturer Qualifications:** A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units. As applicable, procure products from manufacturers able to meet qualification requirements, warranty requirements, and technical or factory-authorized service representative requirements.
- C. **Fabricator Qualifications:** A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. **Installer Qualifications:** A firm or individual experienced in installing, erecting, applying, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- E. **Professional Engineer Qualifications:** A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed

for installations of the system, assembly, or product that is similar in material, design, and extent to those indicated for this Project.

- F. Specialists: Certain Specification Sections require that specific construction activities be performed by entities who are recognized experts in those operations. Specialists will satisfy qualification requirements indicated and engage in the activities indicated.
  - 1. Requirements of authorities having jurisdiction supersede requirements for specialists.
- G. Testing and Inspecting Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspection indicated, as documented in accordance with ASTM E329, and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
- H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect, demonstrate, repair, and perform service on installations of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

#### 1.10 QUALITY CONTROL

- A. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities, whether specified or not, to verify and document that the Work complies with requirements.
  - 1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
  - 2. Engage a qualified testing agency to perform quality-control services.
    - a. Contractor will not employ same entity engaged by Owner, unless agreed to in writing by Owner.
  - 3. Notify testing agencies at least 48 hours in advance of time when Work that requires testing or inspection will be performed.
  - 4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
  - 5. Testing and inspection requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
  - 6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.



- B. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- C. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
  - 1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
  - 2. Determine the locations from which test samples will be taken and in which in-situ tests are conducted.
  - 3. Conduct and interpret tests and inspections, and state in each report whether tested and inspected Work complies with or deviates from requirements.
  - 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
  - 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
  - 6. Do not perform duties of Contractor.
- D. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 013300 "Submittal Procedures."
- E. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- F. Contractor's Associated Requirements and Services: Cooperate with agencies and representatives performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
  - 1. Access to the Work.
  - 2. Incidental labor and facilities necessary to facilitate tests and inspections.
  - 3. Adequate quantities of representative samples of materials that require testing and inspection. Assist agency in obtaining samples.
  - 4. Facilities for storage and field curing of test samples.
  - 5. Delivery of samples to testing agencies.
  - 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
  - 7. Security and protection for samples and for testing and inspection equipment at Project site.
- G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspection.
  - 1. Schedule times for tests, inspections, obtaining samples, and similar activities.

- H. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents as a component of Contractor's quality-control plan. Coordinate and submit concurrently with Contractor's Construction Schedule. Update and submit with each Application for Payment.
1. Schedule Contents: Include tests, inspections, and quality-control services, including Contractor- and Owner-retained services, commissioning activities, and other Project-required services paid for by other entities.
  2. Distribution: Distribute schedule to Owner, Architect, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

### 3.1 TEST AND INSPECTION LOG

- A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
1. Date test or inspection was conducted.
  2. Description of the Work tested or inspected.
  3. Date test or inspection results were transmitted to Architect.
  4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's and authorities' having jurisdiction reference during normal working hours.
1. Submit log at Project closeout as part of Project Record Documents.

### 3.2 REPAIR AND PROTECTION

- A. General: On completion of testing, inspection, sample-taking, and similar services, repair damaged construction and restore substrates and finishes.
1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."
- B. Protect construction exposed by or for quality-control service activities.
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

## SECTION 014200 – REFERENCES

### 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 DEFINITIONS

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.
- C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."
- D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."
- E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.
- F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. "Install": Unload, temporarily store, unpack, assemble, erect, place, anchor, apply, work to dimension, finish, cure, protect, clean, and similar operations at Project site.
- H. "Provide": Furnish and install, complete and ready for the intended use.
- I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

#### 1.3 INDUSTRY STANDARDS

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.
  - 1. For standards referenced by applicable building codes, comply with dates of standards as listed in building codes.
- C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
  - 1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

#### 1.4 ABBREVIATIONS AND ACRONYMS

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. The information in this list is subject to change and is believed to be accurate as of the date of the Contract Documents.
  - 1. AABC - Associated Air Balance Council; [www.aabc.com](http://www.aabc.com).
  - 2. AAMA - American Architectural Manufacturers Association; [www.aamanet.org](http://www.aamanet.org).
  - 3. AAPFCO - Association of American Plant Food Control Officials; [www.aapfco.org](http://www.aapfco.org).
  - 4. AASHTO - American Association of State Highway and Transportation Officials; [www.transportation.org](http://www.transportation.org).
  - 5. AATCC - American Association of Textile Chemists and Colorists; [www.aatcc.org](http://www.aatcc.org).
  - 6. ABMA - American Bearing Manufacturers Association; [www.americanbearings.org](http://www.americanbearings.org).
  - 7. ABMA - American Boiler Manufacturers Association; [www.abma.com](http://www.abma.com).
  - 8. ACI - American Concrete Institute; (Formerly: ACI International); [www.concrete.org](http://www.concrete.org).
  - 9. ACPA - American Concrete Pipe Association; [www.concrete-pipe.org](http://www.concrete-pipe.org).
  - 10. AEIC - Association of Edison Illuminating Companies, Inc. (The); [www.aeic.org](http://www.aeic.org).
  - 11. AF&PA - American Forest & Paper Association; [www.afandpa.org](http://www.afandpa.org).
  - 12. AGA - American Gas Association; [www.aga.org](http://www.aga.org).
  - 13. AHAM - Association of Home Appliance Manufacturers; [www.aham.org](http://www.aham.org).
  - 14. AHRI - Air-Conditioning, Heating, and Refrigeration Institute (The); [www.ahrinet.org](http://www.ahrinet.org).
  - 15. AI - Asphalt Institute; [www.asphaltinstitute.org](http://www.asphaltinstitute.org).
  - 16. AIA - American Institute of Architects (The); [www.aia.org](http://www.aia.org).
  - 17. AISC - American Institute of Steel Construction; [www.aisc.org](http://www.aisc.org).
  - 18. AISI - American Iron and Steel Institute; [www.steel.org](http://www.steel.org).
  - 19. AITC - American Institute of Timber Construction; [www.aitc-glulam.org](http://www.aitc-glulam.org).
  - 20. AMCA - Air Movement and Control Association International, Inc.; [www.amca.org](http://www.amca.org).
  - 21. ANSI - American National Standards Institute; [www.ansi.org](http://www.ansi.org).
  - 22. AOSA - Association of Official Seed Analysts, Inc.; [www.aosaseed.com](http://www.aosaseed.com).
  - 23. APA - APA - The Engineered Wood Association; [www.apawood.org](http://www.apawood.org).
  - 24. APA - Architectural Precast Association; [www.archprecast.org](http://www.archprecast.org).
  - 25. API - American Petroleum Institute; [www.api.org](http://www.api.org).
  - 26. ARI - Air-Conditioning & Refrigeration Institute; (See AHRI).
  - 27. ARI - American Refrigeration Institute; (See AHRI).
  - 28. ARMA - Asphalt Roofing Manufacturers Association; [www.asphaltroofing.org](http://www.asphaltroofing.org).
  - 29. ASCE - American Society of Civil Engineers; [www.asce.org](http://www.asce.org).

30. ASCE/SEI - American Society of Civil Engineers/Structural Engineering Institute; (See ASCE).
31. ASHRAE - American Society of Heating, Refrigerating and Air-Conditioning Engineers; [www.ashrae.org](http://www.ashrae.org).
32. ASME - ASME International; (American Society of Mechanical Engineers); [www.asme.org](http://www.asme.org).
33. ASSE - American Society of Sanitary Engineering; [www.asse-plumbing.org](http://www.asse-plumbing.org).
34. ASSP - American Society of Safety Professionals (The); [www.assp.org](http://www.assp.org).
35. ASTM - ASTM International; [www.astm.org](http://www.astm.org).
36. ATIS - Alliance for Telecommunications Industry Solutions; [www.atis.org](http://www.atis.org).
37. AVIXA - Audiovisual and Integrated Experience Association; (Formerly: Infocomm International); [www.soundandcommunications.com](http://www.soundandcommunications.com).
38. AWEA - American Wind Energy Association; [www.awea.org](http://www.awea.org).
39. AWI - Architectural Woodwork Institute; [www.awinet.org](http://www.awinet.org).
40. AWMAC - Architectural Woodwork Manufacturers Association of Canada; [www.awmac.com](http://www.awmac.com).
41. AWPA - American Wood Protection Association; [www.awpa.com](http://www.awpa.com).
42. AWS - American Welding Society; [www.aws.org](http://www.aws.org).
43. AWWA - American Water Works Association; [www.awwa.org](http://www.awwa.org).
44. BHMA - Builders Hardware Manufacturers Association; [www.buildershardware.com](http://www.buildershardware.com).
45. BIA - Brick Industry Association (The); [www.gobrick.com](http://www.gobrick.com).
46. BICSI - BICSI, Inc.; [www.bicsi.org](http://www.bicsi.org).
47. BIFMA - BIFMA International; (Business and Institutional Furniture Manufacturer's Association); [www.bifma.org](http://www.bifma.org).
48. BISSC - Baking Industry Sanitation Standards Committee; [www.bissc.org](http://www.bissc.org).
49. BWF - Badminton World Federation; (Formerly: International Badminton Federation); [www.bissc.org](http://www.bissc.org).
50. CDA - Copper Development Association; [www.copper.org](http://www.copper.org).
51. CE - Conformite Europeenne; [www.ec.europa.eu/growth/single-market/ce-marking](http://www.ec.europa.eu/growth/single-market/ce-marking).
52. CEA - Canadian Electricity Association; [www.electricity.ca](http://www.electricity.ca).
53. CFFA - Chemical Fabrics and Film Association, Inc.; [www.chemicalfabricsandfilm.com](http://www.chemicalfabricsandfilm.com).
54. CFSEI - Cold-Formed Steel Engineers Institute; [www.cfsei.org](http://www.cfsei.org).
55. CGA - Compressed Gas Association; [www.cganet.com](http://www.cganet.com).
56. CIMA - Cellulose Insulation Manufacturers Association; [www.cellulose.org](http://www.cellulose.org).
57. CISCA - Ceilings & Interior Systems Construction Association; [www.cisca.org](http://www.cisca.org).
58. CISPI - Cast Iron Soil Pipe Institute; [www.cispi.org](http://www.cispi.org).
59. CLFMI - Chain Link Fence Manufacturers Institute; [www.chainlinkinfo.org](http://www.chainlinkinfo.org).
60. CPA - Composite Panel Association; [www.compositepanel.org](http://www.compositepanel.org).
61. CRI - Carpet and Rug Institute (The); [www.carpet-rug.org](http://www.carpet-rug.org).
62. CRRC - Cool Roof Rating Council; [www.coolroofs.org](http://www.coolroofs.org).
63. CRSI - Concrete Reinforcing Steel Institute; [www.crsi.org](http://www.crsi.org).
64. CSA - CSA Group; [www.csa-group.org](http://www.csa-group.org).
65. CSI - Construction Specifications Institute (The); [www.csiresources.org](http://www.csiresources.org).
66. CSSB - Cedar Shake & Shingle Bureau; [www.cedarbureau.org](http://www.cedarbureau.org).
67. CTA - Consumer Technology Association; [www.cta.tech](http://www.cta.tech).
68. CTI - Cooling Technology Institute; (Formerly: Cooling Tower Institute); [www.coolingtechnology.org](http://www.coolingtechnology.org).
69. CWC - Composite Wood Council; (See CPA).
70. DASMA - Door and Access Systems Manufacturers Association; [www.dasma.com](http://www.dasma.com).
71. DHA - Decorative Hardwoods Association; (Formerly: Hardwood Plywood & Veneer Association); [www.decorativehardwoods.org](http://www.decorativehardwoods.org).

72. DHI - Door and Hardware Institute; [www.dhi.org](http://www.dhi.org).
73. ECA - Electronic Components Association; (See ECIA).
74. ECAMA - Electronic Components Assemblies & Materials Association; (See ECIA).
75. ECIA - Electronic Components Industry Association; [www.ecianow.org](http://www.ecianow.org).
76. EIA - Electronic Industries Alliance; (See TIA).
77. EIMA - EIFS Industry Members Association; [www.eima.com](http://www.eima.com).
78. EJMA - Expansion Joint Manufacturers Association, Inc.; [www.ejma.org](http://www.ejma.org).
79. EOS/ESD Association; (Electrostatic Discharge Association); [www.esda.org](http://www.esda.org).
80. ESTA - Entertainment Services and Technology Association; (See PLASA).
81. ETL - Intertek (See Intertek); [www.intertek.com](http://www.intertek.com).
82. EVO - Efficiency Valuation Organization; [www.evo-world.org](http://www.evo-world.org).
83. FCI - Fluid Controls Institute; [www.fluidcontrolsintitute.org](http://www.fluidcontrolsintitute.org).
84. FIBA - Federation Internationale de Basketball; (The International Basketball Federation); [www.fiba.com](http://www.fiba.com).
85. FIVB - Federation Internationale de Volleyball; (The International Volleyball Federation); [www.fivb.org](http://www.fivb.org).
86. FM Approvals - FM Approvals LLC; [www.fmglobal.com](http://www.fmglobal.com).
87. FM Global - FM Global; (Formerly: FMG - FM Global); [www.fmglobal.com](http://www.fmglobal.com).
88. FRSA - Florida Roofing, Sheet Metal Contractors Association, Inc.; [www.floridarroof.com](http://www.floridarroof.com).
89. FSA - Fluid Sealing Association; [www.fluidsealing.com](http://www.fluidsealing.com).
90. FSC - Forest Stewardship Council U.S.; [www.fscus.org](http://www.fscus.org).
91. GA - Gypsum Association; [www.gypsum.org](http://www.gypsum.org).
92. GANA - Glass Association of North America; (See NGA).
93. GS - Green Seal; [www.green Seal.org](http://www.green Seal.org).
94. HI - Hydraulic Institute; [www.pumps.org](http://www.pumps.org).
95. HI/GAMA - Hydronics Institute/Gas Appliance Manufacturers Association; (See AHRI).
96. HMMA - Hollow Metal Manufacturers Association; (See NAAMM).
97. HPVA - Hardwood Plywood & Veneer Association; (See DHA).
98. HPW - H. P. White Laboratory, Inc.; [www.hpwhite.com](http://www.hpwhite.com).
99. IAPSC - International Association of Professional Security Consultants; [www.iapsc.org](http://www.iapsc.org).
100. IAS - International Accreditation Service; [www.iasonline.org](http://www.iasonline.org).
101. ICBO - International Conference of Building Officials; (See ICC).
102. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
103. ICEA - Insulated Cable Engineers Association, Inc.; [www.icea.net](http://www.icea.net).
104. ICPA - International Cast Polymer Association; [www.theicpa.com](http://www.theicpa.com).
105. ICRI - International Concrete Repair Institute, Inc.; [www.icri.org](http://www.icri.org).
106. IEC - International Electrotechnical Commission; [www.iec.ch](http://www.iec.ch).
107. IEEE - Institute of Electrical and Electronics Engineers, Inc. (The); [www.ieee.org](http://www.ieee.org).
108. IES - Illuminating Engineering Society; (Formerly: Illuminating Engineering Society of North America); [www.ies.org](http://www.ies.org).
109. IESNA - Illuminating Engineering Society of North America; (See IES).
110. IEST - Institute of Environmental Sciences and Technology; [www.iest.org](http://www.iest.org).
111. IGMA - Insulating Glass Manufacturers Alliance; [www.igmaonline.org](http://www.igmaonline.org).
112. IGSHPA - International Ground Source Heat Pump Association; [www.igshpa.org](http://www.igshpa.org).
113. II - Infocomm International; (See AVIXA).
114. ILI - Indiana Limestone Institute of America, Inc.; [www.iliai.com](http://www.iliai.com).
115. Intertek - Intertek Group; (Formerly: ETL SEMCO; Intertek Testing Service NA); [www.intertek.com](http://www.intertek.com).
116. ISA - International Society of Automation (The); (Formerly: Instrumentation, Systems, and Automation Society); [www.isa.org](http://www.isa.org).

## REFERENCES

117. ISAS - Instrumentation, Systems, and Automation Society (The); (See ISA).
118. ISFA - International Surface Fabricators Association; (Formerly: International Solid Surface Fabricators Association); [www.isfanow.org](http://www.isfanow.org).
119. ISO - International Organization for Standardization; [www.iso.org](http://www.iso.org).
120. ISSFA - International Solid Surface Fabricators Association; (See ISFA).
121. ITU - International Telecommunication Union; [www.itu.int](http://www.itu.int).
122. KCMA - Kitchen Cabinet Manufacturers Association; [www.kcma.org](http://www.kcma.org).
123. LMA - Laminating Materials Association; (See CPA).
124. LPI - Lightning Protection Institute; [www.lightning.org](http://www.lightning.org).
125. MBMA - Metal Building Manufacturers Association; [www.mbma.com](http://www.mbma.com).
126. MCA - Metal Construction Association; [www.metalconstruction.org](http://www.metalconstruction.org).
127. MFMA - Maple Flooring Manufacturers Association, Inc.; [www.maplefloor.org](http://www.maplefloor.org).
128. MFMA - Metal Framing Manufacturers Association, Inc.; [www.metalframingmfg.org](http://www.metalframingmfg.org).
129. MHIA - Material Handling Industry of America; [www.mhia.org](http://www.mhia.org).
130. MIA - Marble Institute of America; (See NSI).
131. MMPA - Moulding & Millwork Producers Association; [www.wmmpa.com](http://www.wmmpa.com).
132. MPI - Master Painters Institute; [www.paintinfo.com](http://www.paintinfo.com).
133. MSS - Manufacturers Standardization Society of The Valve and Fittings Industry Inc.; [www.mss-hq.org](http://www.mss-hq.org).
134. NAAMM - National Association of Architectural Metal Manufacturers; [www.naamm.org](http://www.naamm.org).
135. NACE - NACE International; (National Association of Corrosion Engineers International); [www.nace.org](http://www.nace.org).
136. NADCA - National Air Duct Cleaners Association; [www.nadca.com](http://www.nadca.com).
137. NAIMA - North American Insulation Manufacturers Association; [www.naima.org](http://www.naima.org).
138. NALP - National Association of Landscape Professionals; [www.landscapeprofessionals.org](http://www.landscapeprofessionals.org).
139. NBGQA - National Building Granite Quarries Association, Inc.; [www.nbgqa.com](http://www.nbgqa.com).
140. NBI - New Buildings Institute; [www.newbuildings.org](http://www.newbuildings.org).
141. NCAA - National Collegiate Athletic Association (The); [www.ncaa.org](http://www.ncaa.org).
142. NCMA - National Concrete Masonry Association; [www.ncma.org](http://www.ncma.org).
143. NEBB - National Environmental Balancing Bureau; [www.nebb.org](http://www.nebb.org).
144. NECA - National Electrical Contractors Association; [www.necanet.org](http://www.necanet.org).
145. NeLMA - Northeastern Lumber Manufacturers Association; [www.nelma.org](http://www.nelma.org).
146. NEMA - National Electrical Manufacturers Association; [www.nema.org](http://www.nema.org).
147. NETA - InterNational Electrical Testing Association; [www.netaworld.org](http://www.netaworld.org).
148. NFHS - National Federation of State High School Associations; [www.nfhs.org](http://www.nfhs.org).
149. NFPA - National Fire Protection Association; [www.nfpa.org](http://www.nfpa.org).
150. NFPA - NFPA International; (See NFPA).
151. NFRC - National Fenestration Rating Council; [www.nfrc.org](http://www.nfrc.org).
152. NGA - National Glass Association (The); (Formerly: Glass Association of North America); [www.glass.org](http://www.glass.org).
153. NHLA - National Hardwood Lumber Association; [www.nhla.com](http://www.nhla.com).
154. NLGA - National Lumber Grades Authority; [www.nlga.org](http://www.nlga.org).
155. NOFMA - National Oak Flooring Manufacturers Association; (See NWFA).
156. NOMMA - National Ornamental & Miscellaneous Metals Association; [www.nomma.org](http://www.nomma.org).
157. NRCA - National Roofing Contractors Association; [www.nrca.net](http://www.nrca.net).
158. NRMCA - National Ready Mixed Concrete Association; [www.nrmca.org](http://www.nrmca.org).
159. NSF - NSF International; [www.nsf.org](http://www.nsf.org).
160. NSI - National Stone Institute; (Formerly: Marble Institute of America); [www.naturalstoneinstitute.org](http://www.naturalstoneinstitute.org).

161. NSPE - National Society of Professional Engineers; [www.nspe.org](http://www.nspe.org).
162. NSSGA - National Stone, Sand & Gravel Association; [www.nssga.org](http://www.nssga.org).
163. NTMA - National Terrazzo & Mosaic Association, Inc. (The); [www.ntma.com](http://www.ntma.com).
164. NWFA - National Wood Flooring Association; [www.nwfa.org](http://www.nwfa.org).
165. NWRRA - National Waste & Recycling Association; [www.wasterecycling.org](http://www.wasterecycling.org)
166. PCI - Precast/Prestressed Concrete Institute; [www.pci.org](http://www.pci.org).
167. PDI - Plumbing & Drainage Institute; [www.pdionline.org](http://www.pdionline.org).
168. PLASA - PLASA; (Formerly: ESTA - Entertainment Services and Technology Association); [www.plasa.org](http://www.plasa.org).
169. RCSC - Research Council on Structural Connections; [www.boltcouncil.org](http://www.boltcouncil.org).
170. RFCI - Resilient Floor Covering Institute; [www.rfci.com](http://www.rfci.com).
171. RIS - Redwood Inspection Service; [www.redwoodinspection.com](http://www.redwoodinspection.com).
172. SAE - SAE International; [www.sae.org](http://www.sae.org).
173. SCTE - Society of Cable Telecommunications Engineers; [www.scte.org](http://www.scte.org).
174. SDI - Steel Deck Institute; [www.sdi.org](http://www.sdi.org).
175. SDI - Steel Door Institute; [www.steeldoor.org](http://www.steeldoor.org).
176. SEFA - Scientific Equipment and Furniture Association (The); [www.sefalabs.com](http://www.sefalabs.com).
177. SEI/ASCE - Structural Engineering Institute/American Society of Civil Engineers; (See ASCE).
178. SIA - Security Industry Association; [www.siaonline.org](http://www.siaonline.org).
179. SJI - Steel Joist Institute; [www.steeljoist.org](http://www.steeljoist.org).
180. SMA - Screen Manufacturers Association; [www.smainfo.org](http://www.smainfo.org).
181. SMACNA - Sheet Metal and Air Conditioning Contractors' National Association; [www.smacna.org](http://www.smacna.org).
182. SMPTE - Society of Motion Picture and Television Engineers; [www.smpte.org](http://www.smpte.org).
183. SPFA - Spray Polyurethane Foam Alliance; [www.sprayfoam.org](http://www.sprayfoam.org).
184. SPIB - Southern Pine Inspection Bureau; [www.spib.org](http://www.spib.org).
185. SPRI - Single Ply Roofing Industry; [www.spri.org](http://www.spri.org).
186. SRCC - Solar Rating & Certification Corporation; [www.solar-rating.org](http://www.solar-rating.org).
187. SSINA - Specialty Steel Industry of North America; [www.ssina.com](http://www.ssina.com).
188. SSPC - SSPC: The Society for Protective Coatings; [www.sspc.org](http://www.sspc.org).
189. STI - Steel Tank Institute; [www.steeltank.com](http://www.steeltank.com).
190. SWI - Steel Window Institute; [www.steelwindows.com](http://www.steelwindows.com).
191. SWPA - Submersible Wastewater Pump Association; [www.swpa.org](http://www.swpa.org).
192. TCA - Tilt-Up Concrete Association; [www.tilt-up.org](http://www.tilt-up.org).
193. TCNA - Tile Council of North America, Inc.; [www.tileusa.com](http://www.tileusa.com).
194. TEMA - Tubular Exchanger Manufacturers Association, Inc.; [www.tema.org](http://www.tema.org).
195. TIA - Telecommunications Industry Association (The); (Formerly: TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance); [www.tiaonline.org](http://www.tiaonline.org).
196. TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance; (See TIA).
197. TMS - The Masonry Society; [www.masonrysociety.org](http://www.masonrysociety.org).
198. TPI - Truss Plate Institute; [www.tpinst.org](http://www.tpinst.org).
199. TPI - Turfgrass Producers International; [www.turfgrassod.org](http://www.turfgrassod.org).
200. TRI - Tile Roofing Institute; [www.tilerroofing.org](http://www.tilerroofing.org).
201. UL - Underwriters Laboratories Inc.; [www.ul.com](http://www.ul.com).
202. UNI - Uni-Bell PVC Pipe Association; [www.uni-bell.org](http://www.uni-bell.org).
203. USAV - USA Volleyball; [www.usavolleyball.org](http://www.usavolleyball.org).
204. USGBC - U.S. Green Building Council; [www.usgbc.org](http://www.usgbc.org).
205. USITT - United States Institute for Theatre Technology, Inc.; [www.usitt.org](http://www.usitt.org).

## REFERENCES



206. WA - Wallcoverings Association; [www.wallcoverings.org](http://www.wallcoverings.org).
207. WCLIB - West Coast Lumber Inspection Bureau; [www.wclib.org](http://www.wclib.org).
208. WCMA - Window Covering Manufacturers Association; [www.wcmanet.org](http://www.wcmanet.org).
209. WDMA - Window & Door Manufacturers Association; [www.wdma.com](http://www.wdma.com).
210. WI - Woodwork Institute; [www.wicnet.org](http://www.wicnet.org).
211. WSRCA - Western States Roofing Contractors Association; [www.wsrca.com](http://www.wsrca.com).

B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is believed to be accurate as of the date of the Contract Documents.

1. DIN - Deutsches Institut für Normung e.V.; [www.din.de](http://www.din.de).
2. IAPMO - International Association of Plumbing and Mechanical Officials; [www.iapmo.org](http://www.iapmo.org).
3. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
4. ICC-ES - ICC Evaluation Service, LLC; [www.icc-es.org](http://www.icc-es.org).

C. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Information is subject to change and is up to date as of the date of the Contract Documents.

1. COE - Army Corps of Engineers; [www.usace.army.mil](http://www.usace.army.mil).
2. CPSC - Consumer Product Safety Commission; [www.cpsc.gov](http://www.cpsc.gov).
3. DOC - Department of Commerce; National Institute of Standards and Technology; [www.nist.gov](http://www.nist.gov).
4. DOD - Department of Defense; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
5. DOE - Department of Energy; [www.energy.gov](http://www.energy.gov).
6. EPA - Environmental Protection Agency; [www.epa.gov](http://www.epa.gov).
7. FAA - Federal Aviation Administration; [www.faa.gov](http://www.faa.gov).
8. FG - Federal Government Publications; [www.gpo.gov/fdsys](http://www.gpo.gov/fdsys).
9. GSA - General Services Administration; [www.gsa.gov](http://www.gsa.gov).
10. HUD - Department of Housing and Urban Development; [www.hud.gov](http://www.hud.gov).
11. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; [www.eetd.lbl.gov](http://www.eetd.lbl.gov).
12. OSHA - Occupational Safety & Health Administration; [www.osha.gov](http://www.osha.gov).
13. SD - Department of State; [www.state.gov](http://www.state.gov).
14. TRB - Transportation Research Board; National Cooperative Highway Research Program; The National Academies; [www.trb.org](http://www.trb.org).
15. USDA - Department of Agriculture; Agriculture Research Service; U.S. Salinity Laboratory; [www.ars.usda.gov](http://www.ars.usda.gov).
16. USDA - Department of Agriculture; Rural Utilities Service; [www.usda.gov](http://www.usda.gov).
17. USDOJ - Department of Justice; Office of Justice Programs; National Institute of Justice; [www.ojp.usdoj.gov](http://www.ojp.usdoj.gov).
18. USP - U.S. Pharmacopeial Convention; [www.usp.org](http://www.usp.org).
19. USPS - United States Postal Service; [www.usps.com](http://www.usps.com).

D. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.

1. CFR - Code of Federal Regulations; Available from Government Printing Office; [www.govinfo.gov](http://www.govinfo.gov).
2. DOD - Department of Defense; Military Specifications and Standards; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
3. DSCC - Defense Supply Center Columbus; (See FS).
4. FED-STD - Federal Standard; (See FS).
5. FS - Federal Specification; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
  - a. Available from Defense Standardization Program; [www.dsp.dla.mil](http://www.dsp.dla.mil).
  - b. Available from General Services Administration; [www.gsa.gov](http://www.gsa.gov).
  - c. Available from National Institute of Building Sciences/Whole Building Design Guide; [www.wbdg.org](http://www.wbdg.org).
6. MILSPEC - Military Specification and Standards; (See DOD).
7. USAB - United States Access Board; [www.access-board.gov](http://www.access-board.gov).
8. USATBCB - U.S. Architectural & Transportation Barriers Compliance Board; (See USAB).

E. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.

1. CBHF; State of California; Department of Consumer Affairs; Bureau of Electronic and Appliance Repair, Home Furnishings and Thermal Insulation; [www.bearhfti.ca.gov](http://www.bearhfti.ca.gov).
2. CCR; California Code of Regulations; Office of Administrative Law; California Title 24 Energy Code; [www.calregs.com](http://www.calregs.com).
3. CDHS; California Department of Health Services; (See CDPH).
4. CDPH; California Department of Public Health; Indoor Air Quality Program; [www.cdph.ca.gov/Programs/CCDPHP/DEODC/EHLB/IAQ/Pages/Main-Page.aspx](http://www.cdph.ca.gov/Programs/CCDPHP/DEODC/EHLB/IAQ/Pages/Main-Page.aspx).
5. CPUC; California Public Utilities Commission; [www.cpuc.ca.gov](http://www.cpuc.ca.gov).
6. SCAQMD; South Coast Air Quality Management District; [www.aqmd.gov](http://www.aqmd.gov).
7. TFS; Texas A&M Forest Service; Sustainable Forestry and Economic Development; [www.txforestservation.tamu.edu](http://www.txforestservation.tamu.edu).

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 014200

## SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Specific administrative and procedural minimum actions are specified in this Section, as extensions of provisions in General Conditions and other Contract Documents. These requirements have been included for special purposes as indicated. Nothing in this Section is intended to limit types and amounts of temporary work required, and no omission from this Section will be recognized as an indication by Architect or its Engineers that such temporary activity is not required for successful completion of the Work and compliance with requirements of Contract Documents. Provisions of this Section are applicable to, but not by way of limitation, utility services, construction facilities, security/protection provisions, and support facilities, etc.
- C. The types of temporary support facilities required and to be provided includes, but not by way of limitation, field offices, temporary heating, cooling, ventilation, electrical power distribution, lighting, enclosure of work, ladders, scaffolds, first aid facilities, bulletin board, private and public telephones, clocks, thermometer, project identification signs, cleanup facilities, dumpsters and waste disposal services, and similar miscellaneous general services, all as may be reasonably required for proficient performance of the work and accommodation of personnel at the site including Architect's and Engineers' personnel. Include moving, relocation and reinstallation as may be required to accommodate construction progress. Discontinue and remove temporary support facilities, and make incidental similar use of permanent work of the project, only when and in manner authorized by the Architect; and, if not otherwise indicated, immediately before time of Substantial Completion. Locate temporary support facilities for convenience of users, and for minimum interference with construction activities.

#### 1.3 DEFINITIONS

- A. Permanent Enclosure: As determined by Architect, permanent or temporary roofing is complete, insulated, and weather tight; exterior walls are insulated and weather tight; and all openings are closed with permanent construction or substantial temporary closures.

#### 1.4 USE CHARGES

- A. General: Cost or use charges for temporary facilities shall be included in the Contract Sum. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
- B. Water Service: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.
- C. Electric Power Service: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

#### 1.5 QUALITY ASSURANCE

- A. General: In addition to compliance with governing regulations and rules/recommendations of franchised utility companies, comply with specific requirements indicated and with applicable local industry standards for construction work (published recommendations by local consensus "building councils").
- B. ANSI Standards: Comply with applicable provisions of ANSI A10-Series standards on construction safety.
- C. NFPA Code: Comply with NFPA Code 241 "Safeguarding Construction, Alteration and Demolition Operations".
- D. Environmental Impact Statement: Comply with provisions of Owner's committed EIS, for development and operation of temporary facilities and construction activities.
- E. Conservation: In compliance with Owner's policy on energy/materials conservation, install and operate temporary facilities and perform construction activities in manner which reasonably will be conservative and avoid waste of energy and materials including water.
- F. ADA and ICC/ANSI Compliance: Construction for this Project must comply with the Americans with Disability Act (ADA) of 2009 and ICC/ANSI A117.1.
- G. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.
- H. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

#### 1.6 PROJECT CONDITIONS

- A. Temporary Use of Permanent Facilities: Installer of each permanent service shall assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

- B. Establish and initiate the use of each temporary facility at time first reasonably required for proper performance of the Work. Terminate use and remove facilities at earliest reasonable time, when no longer needed or when permanent facilities have, with authorized use, replaced the need.
- C. Install, operate, maintain and protect temporary facilities in a manner and at locations which will be safe, non-hazardous, sanitary and protective of persons and property, and free of deleterious effects.
- D. Installers shall verify clearances of all paths at job site leading to final installation locations, and break down the final product components into component assemblies sized accordingly to negotiate all corners, turns, etc., in the path to its final installation location.
- E. Contractors will provide their own extension cords, hoses, etc. as required for their work.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Materials for Temporary Work: Lumber, plywood, gypsum board, insulation, paints, etc. required for temporary work shall comply with corresponding specification sections and applicable codes and regulations of in effect at the Project location by authorities having jurisdiction.
- B. Temporary Floor Protections: Provide Heavy-Duty temporary floor protection (Ram Board or Equal) under all work areas.

### 2.2 FIRE PROTECTION PROVISIONS

- A. Fire Extinguishers: Provide Fire protection equipment during the entire construction period as required by the authority having jurisdiction of types, sizes, numbers and locations as would be reasonably effective in extinguishing fires during early stages, by personnel at Project site. Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures. Post warning and quick instructions at each extinguisher location, and instruct personnel at Project site, at time of their first arrival, on proper use of extinguishers and other available facilities at Project site. Post local fire department call number on each telephone instrument at Project site.

### 2.3 TEMPORARY UTILITY SERVICES

- A. The types of services required include, but not by way of limitation, heat (and cooling), ventilation (and humidity control), electrical power, lighting, telephones and electronic communication service. Where possible and reasonable, connect to existing franchised utilities for required services; and comply with service companies' recommendations on materials and methods, or engage service companies to install services. Locate and relocate services (as necessary) to minimize interference with construction operations.

## PART 3 - EXECUTION

### 3.1 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

### 3.2 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
  - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. TEMPORARY HEATING SERVICE:
  - 1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
  - 2. Provide adequate heat by the use and maintenance of vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control. and maintain a minimum temperature of 40 degrees F. and once plaster, spackling and/or painting work begins, a minimum temperature of 55 degrees F. within the enclosed area of the building at all times, and removal of same when no longer required. The Contractor shall be responsible for prevention of freeze-ups following enclosure of the building. Remove soot, smudges, residue, and other deposits from ceilings, walls and all other exposed surfaces resulting from the use of heating equipment. Finish work shall not commence until work areas are properly cleaned. Provide supervision of heaters, at no additional cost, at all times prior to start up of permanent heating system. Provide and pay for all fuel and related equipment maintenance.
  - 3. Ventilation and Humidity Control: Provide temporary ventilation (heating and cooling) required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce ambient condition required and minimize energy consumption.
- C. TEMPORARY ELECTRIC SERVICE:
  - 1. Electric Power Service: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations. Use of Owner's existing electric power service will be permitted, as long as equipment is maintained in a condition acceptable to Owner.

2. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
  - a. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
3. When the temporary electrical lines are no longer required they shall be removed by the Electrical Contractor and he shall restore to their original condition any part, or parts, or the ground or building, disturbed or damaged.

### 3.3 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
  1. Maintain support facilities until near Substantial Completion. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Project Identification and Temporary Signs: Contractor shall provide Project identification and other signs. Install signs where indicated or directed to inform public and individuals seeking entrance to Project. Unauthorized signs are not permitted. Engage an experienced sign painter to paint graphics on sign as indicated. Construct sign of treated wood framing and posts, and 3/4" plywood panels of exterior type Grade B-C sanded 2 sides. No other signs will be permitted at the Site. Remove the project identification and temporary signs at the completion of the project.
  1. Provide project identification sign showing name of the Project, Owner, Architect, Engineers, and Contractor.
  2. Provide temporary, directional signs for construction personnel and visitors.
  3. Maintain and touchup signs so they are legible at all times.
- C. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction.
  1. The Contractor shall provide waste-collection containers for use by all construction personnel to deposit all rubbish, debris, boxes, crates, etc. The Contractor shall remove and properly dispose of the contents of the waste-collection containers as necessary to keep the progress of the job moving.
  2. The Contractor shall maintain the construction areas as clean as the progress of the work will permit.
    - a. Contractor will clean up all its waste materials, rubbish and debris on a daily basis.
    - b. Contractor will place its waste materials, rubbish and debris outside of building in the waste-collection containers on a daily basis.
    - c. The Contractor will broom clean the building a minimum of once a week.
  3. Upon Substantial Completion, the Contractor shall completely clean the entire Project. The cleaning shall include, but is not limited to, cleaning of all surfaces, finishes, equipment, fixtures, etc. The project site and surrounding areas shall be left in a condition acceptable to the Owner.

- E. Existing Elevator Use: Use of Owner's existing elevators will be permitted, as long as elevators are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore elevators to condition existing before initial use, including replacing worn cables, guide shoes, and similar items of limited life.
  - 1. Do not load elevators beyond their rated weight capacity.
  - 2. Provide protective coverings, barriers, devices, signs, or other procedures to protect elevator car and entrance doors and frame. If, despite such protection, elevators become damaged, engage elevator Installer to restore damaged work so no evidence remains of correction work. Return items that cannot be refinished in field to the shop, make required repairs and refinish entire unit, or provide new units as required.
  
- F. Existing Stair Usage: Use of Owner's existing stairs will be permitted, as long as stairs are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore stairs to condition existing before initial use.
  - 1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If, despite such protection, stairs become damaged, restore damaged areas so no evidence remains of correction work.

#### 3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
  - 1. Contractor shall provide filtering systems, temporary enclosures, and other suitable methods to limit dust and dirt rising and scattering in air to lowest practical level. Maintain a minimum of 0.1 inches of water, negative pressure from point of enclosure. General Contractor shall provide exhaust from a location as remote as possible from unaltered areas. The point of exhaust shall be a minimum of 25 feet from any air intake or building opening in compliance with regulations as established by the environmental protection agency and applicable governmental and local requirements.
  
- B. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
  
- C. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by Owner from fumes and noise.
  - 1. Construct dustproof partitions with 2 layers of 3-mil (0.07-mm) polyethylene sheet on each side. Cover floor with 2 layers of 3-mil (0.07-mm) polyethylene sheet, extending sheets 18 inches (460 mm) up the sidewalls. Overlap and tape full length of joints. Cover floor with fire-retardant plywood.
  - 2. Protect air-handling equipment.
  - 3. Construct temporary dustproof closures to open ends of ductwork and equipment until such time as systems are ready for use or till substantial completion.
  - 4. Provide walk-off mats at each entrance through temporary partition.



- D. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241.
  - 1. Prohibit smoking in hazardous fire-exposure and construction areas.
  - 2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
  - 3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
  - 4. Fire Extinguishers: Provide portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

### 3.5 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
  - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
  - 1. Materials and facilities that constitute temporary facilities are property of the Contractor. Owner reserves right to take possession of Project identification signs.
  - 2. At Substantial Completion, clean and renovate permanent facilities used during construction period. Comply with final cleaning requirements specified in Closeout Procedures.

END OF SECTION 015000

## SECTION 016000 - PRODUCT REQUIREMENTS

### 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 selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for Contractor requirements related to Owner-furnished products.
  - 2. Section 012500 "Substitution Procedures" for requests for substitutions.
  - 3. Section 014200 "References" for applicable industry standards for products specified.
  - 4. Section 01770 "Closeout Procedures" for submitting warranties.

#### 1.3 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
  - 1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.
  - 2. New Products: Items that have not previously been incorporated into another project or facility. Salvaged items or items reused from other projects are not considered new products. Items that are manufactured or fabricated to include recycled content materials are considered new products, unless indicated otherwise.
  - 3. Comparable Product: Product by named manufacturer that is demonstrated and approved through the comparable product submittal process described in Part 2 "Comparable Products" Article, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Basis-of-Design Product Specification: A specification in which a single manufacturer's product is named and accompanied by the words "basis-of-design product," or "approved equal" including make or model number or other designation. Published attributes and characteristics of basis-of-design product establish salient characteristics of products.

1. Evaluation of Comparable Products: In addition to the basis-of-design product description, product attributes and characteristics may be listed to establish the significant qualities related to type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other special features and requirements for purposes of evaluating comparable products of additional manufacturers named in the specification. Manufacturer's published attributes and characteristics of basis-of-design product also establish salient characteristics of products for purposes of evaluating comparable products.
- C. Subject to Compliance with Requirements: Where the phrase "Subject to compliance with requirements" introduces a product selection procedure in an individual Specification Section, provide products qualified under the specified product procedure. In the event that a named product or product by a named manufacturer does not meet the other requirements of the specifications, select another named product or product from another named manufacturer that does meet the requirements of the specifications; submit a comparable product request or substitution request, if applicable.
  - D. Comparable Product Request Submittal: An action submittal requesting consideration of a comparable product, including the following information:
    1. Identification of basis-of-design product or fabrication or installation method to be replaced, including Specification Section number and title and Drawing numbers and titles.
    2. Data indicating compliance with the requirements specified in Part 2 "Comparable Products" Article.
  - E. Basis-of-Design Product Specification Submittal: An action submittal complying with requirements in Section 013300 "Submittal Procedures."
  - F. Substitution: Refer to Section 012500 "Substitution Procedures" for definition and limitations on substitutions.
- #### 1.4 QUALITY ASSURANCE
- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product compatible with products previously selected, even if previously selected products were also options.
  - B. Identification of Products: Except for required labels and operating data, do not attach or imprint manufacturer or product names or trademarks on exposed surfaces of products or equipment that will be exposed to view in occupied spaces or on the exterior.
    1. Labels: Locate required product labels and stamps on a concealed surface, or, where required for observation following installation, on a visually accessible surface that is not conspicuous.
    2. Equipment Nameplates: Provide a permanent nameplate on each item of service- or power-operated equipment. Locate on a visually accessible but inconspicuous surface. Include information essential for operation, including the following:
      - a. Name of product and manufacturer.

- b. Model and serial number.
  - c. Capacity.
  - d. Speed.
  - e. Ratings.
3. See individual identification Sections in Divisions 21, 22, 23, and 26 for additional equipment identification requirements.

## 1.5 COORDINATION

- A. Modify or adjust affected work as necessary to integrate work of approved comparable products and approved substitutions.

## 1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products, using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.

- B. Delivery and Handling:

- 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
- 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
- 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
- 4. Inspect products on delivery to determine compliance with the Contract Documents and that products are undamaged and properly protected.

- C. Storage:

- 1. Provide a secure location and enclosure at Project site for storage of materials and equipment.
- 2. Store products to allow for inspection and measurement of quantity or counting of units.
- 3. Store materials in a manner that will not endanger Project structure.
- 4. Store products that are subject to damage by the elements under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation and with adequate protection from wind.
- 5. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
- 6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
- 7. Protect stored products from damage and liquids from freezing.
- 8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

## 1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
  - 1. Manufacturer's Warranty: Written standard warranty form furnished by individual manufacturer for a particular product and issued in the name of the Owner or endorsed by manufacturer to Owner.
  - 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner and issued in the name of the Owner or endorsed by manufacturer to Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
  - 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
  - 2. Specified Form: When specified forms are included in the Project Manual, prepare a written document, using indicated form properly executed.
  - 3. See other Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Section 017700 "Closeout Procedures."

## PART 2 - PRODUCTS

### 2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
  - 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  - 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
  - 3. Owner reserves the right to limit selection to products with warranties meeting requirements of the Contract Documents.
  - 4. Where products are accompanied by the term "as selected," Architect will make selection.
  - 5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
  - 6. Or Equal: For products specified by name and accompanied by the term "or equal," "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.

- a. Submit additional documentation required by Architect in order to establish equivalency of proposed products. Unless otherwise indicated, evaluation of "or equal" product status is by the Architect, whose determination is final.

B. Product Selection Procedures:

1. Limited List of Products: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered unless otherwise indicated.
  - a. Limited list of products may be indicated by the phrase "Subject to compliance with requirements, provide one of the following."
2. Non-Limited List of Products: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed or an unnamed product that complies with requirements.
  - a. Non-limited list of products is indicated by the phrase "Subject to compliance with requirements, available products that may be incorporated in the Work include, but are not limited to, the following."
  - b. Provision of an unnamed product is not considered a substitution, if the product complies with requirements.
3. Limited List of Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered unless otherwise indicated.
  - a. Limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, provide products by one of the following."
4. Non-Limited List of Manufacturers: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed or a product by an unnamed manufacturer that complies with requirements.
  - a. Non-limited list of manufacturers is indicated by the phrase "Subject to compliance with requirements, available manufacturers whose products may be incorporated in the Work include, but are not limited to, the following."
  - b. Provision of products of an unnamed manufacturer is not considered a substitution, if the product complies with requirements.
5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications may additionally indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.

- a. For approval of products by unnamed manufacturers, comply with requirements in Section 012500 "Substitution Procedures" for substitutions for convenience.
- C. Visual Matching Specification: Where Specifications require the phrase "match Architect's sample," provide a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.
1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's full range" or a similar phrase, select a product that complies with requirements. Architect will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.
1. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that does not include premium items.
  2. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration of Comparable Products: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect may return requests without action, except to record noncompliance with the following requirements:
1. Evidence that proposed product does not require revisions to the Contract Documents, is consistent with the Contract Documents, will produce the indicated results, and is compatible with other portions of the Work.
  2. Detailed comparison of significant qualities of proposed product with those of the named basis-of-design product. Significant product qualities include attributes, such as type, function, in-service performance and physical properties, weight, dimension, durability, visual characteristics, and other specific features and requirements.
  3. Evidence that proposed product provides specified warranty.
  4. List of similar installations for completed projects, with project names and addresses and names and addresses of architects and owners, if requested.
  5. Samples, if requested.
- B. Architect's Action on Comparable Products Submittal: If necessary, Architect will request additional information or documentation for evaluation, as specified in Section 013300 "Submittal Procedures."
1. Form of Approval of Submittal: As specified in Section 013300 "Submittal Procedures."
  2. Use product specified if Architect does not issue a decision on use of a comparable product request within time allocated.

- C. Submittal Requirements, Single-Step Process: When acceptable to Architect, incorporate specified submittal requirements of individual Specification Section in combined submittal for comparable products. Approval by the Architect of Contractor's request for use of comparable product and of individual submittal requirements will also satisfy other submittal requirements.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000



## SECTION 017300 – EXECUTION

### 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 general administrative and procedural requirements governing execution of the Work, including, but not limited to, the following:

1. Construction layout.
2. Installation of the Work.
3. Cutting and patching.
4. Progress cleaning.
5. Starting and adjusting.
6. Protection of installed construction.

- B. Related Requirements:

1. Section 011000 "Summary" for coordination of Owner-furnished products, Owner-performed work, Owner's separate contracts, and limits on use of Project site.
2. Section 013300 "Submittal Procedures" for submitting surveys.
3. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, replacing defective work, and final cleaning.
4. Section 024119 "Selective Demolition" for demolition and removal of selected portions of the building.
5. Section 078413 "Penetration Firestopping" for patching penetrations in fire-rated construction.

#### 1.3 DEFINITIONS

- A. Cutting: Removal of in-place construction necessary to permit installation or performance of subsequent work.
- B. Patching: Fitting and repair work required to restore construction to original conditions after installation of subsequent work.

#### 1.4 PREINSTALLATION MEETINGS

- A. Cutting and Patching Conference: Conduct conference at Project site.

1. Prior to commencing work requiring cutting and patching, review extent of cutting and patching anticipated and examine procedures for ensuring satisfactory result from cutting and patching work. Inform Architect of scheduled meeting. Require representatives of each entity directly concerned with cutting and patching to attend, including the following:
  - a. Contractor's superintendent.
  - b. Trade supervisor responsible for cutting operations.
  - c. Trade supervisor(s) responsible for patching of each type of substrate.
  - d. Mechanical, electrical, and utilities subcontractors' supervisors, to the extent each trade is affected by cutting and patching operations.
2. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

## 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For land surveyor or professional engineer licensed in the state the Project is located.
- B. Cutting and Patching Plan: Submit plan describing procedures at least (10) ten days prior to the time cutting and patching will be performed. Include the following information:
  1. Extent: Describe reason for and extent of each occurrence of cutting and patching.
  2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building appearance and other significant visual elements.
  3. Products: List products to be used for patching and firms or entities that will perform patching work.
  4. Dates: Indicate when cutting and patching will be performed.
  5. Utilities and Mechanical and Electrical Systems: List services and systems that cutting and patching procedures will disturb or affect. List services and systems that will be relocated and those that will be temporarily out of service. Indicate length of time permanent services and systems will be disrupted.
    - a. Include description of provisions for temporary services and systems during interruption of permanent services and systems.

## 1.6 QUALITY ASSURANCE

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
  1. Structural Elements: When cutting and patching structural elements, or when encountering the need for cutting and patching of elements whose structural function is not known, notify Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection.

2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. Operational elements include, but are not limited to the following:
    - a. Primary operational systems and equipment.
    - b. Fire separation assemblies.
    - c. Air or smoke barriers.
    - d. Fire-suppression systems.
    - e. Plumbing piping systems.
    - f. Mechanical systems piping and ducts.
    - g. Control systems.
    - h. Communication systems.
    - i. Fire-detection and -alarm systems.
    - j. Conveying systems.
    - k. Electrical wiring systems.
    - l. Operating systems of special construction.
  3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety. Other construction elements include but are not limited to the following:
    - a. Water, moisture, or vapor barriers.
    - b. Membranes and flashings.
    - c. Exterior curtain-wall construction.
    - d. Sprayed fire-resistive material.
    - e. Equipment supports.
    - f. Piping, ductwork, vessels, and equipment.
    - g. Noise- and vibration-control elements and systems.
  4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of specified products and equipment.
- C. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void or compromise existing warranties.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Comply with requirements specified in other Sections.

- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
  - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials. Use materials that are not considered hazardous.
- C. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
  - 1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
  - 2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
  - 3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- B. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
  - 1. Description of the Work, including Specification Section number and paragraph, and Drawing sheet number and detail, where applicable.
  - 2. List of detrimental conditions, including substrates.
  - 3. List of unacceptable installation tolerances.
  - 4. Recommended corrections.
- C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

### 3.2 PREPARATION

- A. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

- B. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- C. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect in accordance with requirements in Section 013100 "Project Management and Coordination."

### 3.3 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the existing conditions. If discrepancies are discovered, notify Architect promptly.

### 3.4 INSTALLATION

- A. Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
  - 1. Make vertical work plumb, and make horizontal work level.
  - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
  - 3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
  - 4. Maintain minimum headroom clearance of 96 inches in occupied spaces and 90 inches in unoccupied spaces, unless otherwise indicated on Drawings.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure satisfactory results as judged by Architect. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations, so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy of type expected for Project.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on-site and placement in permanent locations.
- F. Tools and Equipment: Select tools or equipment that minimize production of excessive noise levels.
- G. Templates: Obtain and distribute to the parties involved templates for Work specified to be factory prepared and field installed. Check Shop Drawings of other portions of the Work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- H. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with

other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions with manufacturer.

1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
  2. Allow for building movement, including thermal expansion and contraction.
  3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- I. Joints: Make joints of uniform width. Where joint locations in exposed Work are not indicated, arrange joints for the best visual effect, as judged by Architect. Fit exposed connections together to form hairline joints.
- J. Repair or remove and replace damaged, defective, or nonconforming Work.
1. Comply with Section 017700 "Closeout Procedures" for repairing or removing and replacing defective Work.

### 3.5 CUTTING AND PATCHING

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of Work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching in accordance with requirements in Section 011000 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to minimize or prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or

adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.

1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
4. Excavating and Backfilling: Comply with requirements in applicable Sections where required by cutting and patching operations.
5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
6. Proceed with patching after construction operations requiring cutting are complete.

H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as practicable, as judged by Architect. Provide materials and comply with installation requirements specified in other Sections, where applicable.

1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
  - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
  - b. Restore damaged pipe covering to its original condition.
3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
  - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch, corner to corner of wall and edge to edge of ceiling. Provide additional coats until patch blends with adjacent surfaces.
4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.

I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

### 3.6 PROGRESS CLEANING

- A. Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
  - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
  - 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
  - 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
    - a. Use containers intended for holding waste materials of type to be stored.
  - 4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where Work is in progress to the level of cleanliness necessary for proper execution of the Work.
  - 1. Remove liquid spills promptly.
  - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls." and/or Section 017419 "Construction Waste Management and Disposal."
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.



- J. Limiting Exposures: Supervise construction operations to ensure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

### 3.7 STARTING AND ADJUSTING

- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "Quality Requirements."

### 3.8 PROTECTION AND REPAIR OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Repair Work previously completed and subsequently damaged during construction period. Repair to like-new condition.
- C. Protection of Existing Items: Provide protection and ensure that existing items to remain undisturbed by construction are maintained in condition that existed at commencement of the Work.
- D. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION 017300

## SECTION 017700 - CLOSEOUT PROCEDURES

### 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 Contract closeout, including, but not limited to, the following:
  - 1. Substantial Completion procedures.
  - 2. Final completion procedures.
  - 3. Warranties.
  - 4. Final cleaning.
- B. Related Requirements:
  - 1. Section 012900 "Payment Procedures" for requirements for Applications for Payment for Substantial Completion and Final Completion.
  - 2. Section 017823 "Operation and Maintenance Data" for additional operation and maintenance manual requirements.
  - 3. Section 017839 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
  - 4. Section 017900 "Demonstration and Training" for requirements to train the Owner's maintenance personnel to adjust, operate, and maintain products, equipment, and systems.

#### 1.3 DEFINITIONS

- A. List of Incomplete Items: Contractor-prepared list of items to be completed or corrected, prepared for the Architect's use prior to Architect's inspection, to determine if the Work is substantially complete.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of cleaning agent.
- B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- C. Certified List of Incomplete Items: Final submittal at Final Completion.

## 1.5 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.
- C. Field Report: For pest-control inspection.

## 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Schedule of Maintenance Material Items: For maintenance material submittal items required by other Sections.

## 1.7 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following a minimum of (10) ten days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
  - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
  - 2. Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
  - 3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
  - 4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number.
    - a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Architect's signature for receipt of submittals.
  - 5. Submit testing, adjusting, and balancing records.
  - 6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of (10) ten days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Advise Owner of pending insurance changeover requirements.
2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
3. Complete startup and testing of systems and equipment.
4. Perform preventive maintenance on equipment used prior to Substantial Completion.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 017900 "Demonstration and Training."
6. Advise Owner of changeover in utility services.
7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
9. Complete final cleaning requirements.
10. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of (10) ten days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

## 1.8 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining Final Completion, complete the following:

1. Submit a final Application for Payment in accordance with Section 012900 "Payment Procedures."
2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit Consent of Surety for Final Payment.

B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection

or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
- C. Complete and submit to Architect “Ready for Closeout” form included as part of the Project Manual.

#### 1.9 LIST OF INCOMPLETE ITEMS

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.
1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor, listed by room or space number.
  2. Organize items applying to each space by major element, including categories for ceilings, individual walls, floors, equipment, and building systems.
  3. Include the following information at the top of each page:
    - a. Project name.
    - b. Date.
    - c. Name of Architect.
    - d. Name of Contractor.
    - e. Page number.
  4. Submit list of incomplete items in the following format:
    - a. PDF Electronic File: Architect will return annotated file.

#### 1.10 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
- C. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
1. Submit on digital media acceptable to Architect or by email to Architect or by uploading to web-based project software site.
  2. Original Warranties and Bond documents with raised seals shall be forwarded to the Architect for delivery to the Owner.

- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
  - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
    - a. Clean Project site of rubbish, waste material, litter, and other foreign substances.
    - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
    - c. Rake grounds that are not planted, mulched, or paved to a smooth, even-textured surface.
    - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
    - e. Remove snow and ice to provide safe access to building.
    - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
    - g. Remove debris and surface dust from limited-access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
    - h. Clean flooring, removing debris, dirt, and staining; clean according to manufacturer's recommendations.
    - i. Vacuum and mop concrete.
    - j. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.
    - k. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.

- l. Remove labels that are not permanent.
  - m. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
  - n. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
  - o. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
  - p. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
  
  - q. Clean luminaires, lamps, globes, and reflectors to function with full efficiency.
  - r. Clean strainers.
  - s. Leave Project clean and ready for occupancy.
- C. Construction Waste Disposal: Comply with waste-disposal requirements in Section 015000 "Temporary Facilities and Controls." And/or Section 017419 "Construction Waste Management and Disposal."

### 3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations required by Section 017300 "Execution" before requesting inspection for determination of Substantial Completion.

END OF SECTION 017700

## SECTION 017823 - OPERATION AND MAINTENANCE DATA

### 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 preparing operation and maintenance manuals, including the following:
  - 1. Operation and maintenance documentation directory manuals.
  - 2. Emergency manuals.
  - 3. Systems and equipment operation manuals.
  - 4. Systems and equipment maintenance manuals.
  - 5. Product maintenance manuals.
- B. Related Requirements:
  - 1. Section 013300 "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.

#### 1.3 DEFINITIONS

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

#### 1.4 CLOSEOUT SUBMITTALS

- A. Submit operation and maintenance manuals indicated. Provide content for each manual as specified in individual Specification Sections, and as reviewed and approved at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.
  - 1. Architect will comment on whether content of operation and maintenance submittals is acceptable.
  - 2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- B. Format: Submit operation and maintenance manuals in the following format:



1. Submit on digital media acceptable to Architect or by email to Architect or by uploading to web-based project software site. Enable reviewer comments on draft submittals.
- C. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least (15) fifteen days before commencing demonstration and training. Architect will return copy with comments.
1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within (7) seven days of receipt of Architect's comments and prior to commencing demonstration and training.
- D. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

## 1.5 FORMAT OF OPERATION AND MAINTENANCE MANUALS

- A. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.
1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
  2. File Names and Bookmarks: Bookmark individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

## 1.6 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

- A. Organization of Manuals: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:
1. Title page.
  2. Table of contents.
  3. Manual contents.
- B. Title Page: Include the following information:
1. Subject matter included in manual.
  2. Name and address of Project.
  3. Name and address of Owner.
  4. Date of submittal.
  5. Name and contact information for Contractor.
  6. Name and contact information for Architect.
  7. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.

8. Cross-reference to related systems in other operation and maintenance manuals.
- C. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.
  1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

## 1.7 EMERGENCY MANUALS

- A. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.
- B. Content: Organize manual into a separate section for each of the following:
  1. Type of emergency.
  2. Emergency instructions.
  3. Emergency procedures.
- C. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:
  1. Fire.
  2. Flood.
  3. Gas leak.
  4. Water leak.
  5. Power failure.
  6. Water outage.
  7. System, subsystem, or equipment failure.
  8. Chemical release or spill.
- D. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.
- E. Emergency Procedures: Include the following, as applicable:

1. Instructions on stopping.
2. Shutdown instructions for each type of emergency.
3. Operating instructions for conditions outside normal operating limits.
4. Required sequences for electric or electronic systems.
5. Special operating instructions and procedures.

## 1.8 SYSTEMS AND EQUIPMENT OPERATION MANUALS

- A. Systems and Equipment Operation Manual: Assemble a complete set of data indicating operation of each system, subsystem, and piece of equipment not part of a system. Include information required for daily operation and management, operating standards, and routine and special operating procedures.
1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
  2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- B. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:
1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
  2. Performance and design criteria if Contractor has delegated design responsibility.
  3. Operating standards.
  4. Operating procedures.
  5. Operating logs.
  6. Wiring diagrams.
  7. Control diagrams.
  8. Piped system diagrams.
  9. Precautions against improper use.
  10. License requirements including inspection and renewal dates.
- C. Descriptions: Include the following:
1. Product name and model number. Use designations for products indicated on Contract Documents.
  2. Manufacturer's name.
  3. Equipment identification with serial number of each component.
  4. Equipment function.
  5. Operating characteristics.
  6. Limiting conditions.
  7. Performance curves.
  8. Engineering data and tests.
  9. Complete nomenclature and number of replacement parts.
- D. Operating Procedures: Include the following, as applicable:
1. Startup procedures.
  2. Equipment or system break-in procedures.

3. Routine and normal operating instructions.
  4. Regulation and control procedures.
  5. Instructions on stopping.
  6. Normal shutdown instructions.
  7. Seasonal and weekend operating instructions.
  8. Required sequences for electric or electronic systems.
  9. Special operating instructions and procedures.
- E. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- F. Piped Systems: Diagram piping as installed and identify color coding where required for identification.

## 1.9 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

- A. Systems and Equipment Maintenance Manuals: Assemble a complete set of data indicating maintenance of each system, subsystem, and piece of equipment not part of a system. Include manufacturers' maintenance documentation, preventive maintenance procedures and frequency, repair procedures, wiring and systems diagrams, lists of spare parts, and warranty information.
1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
  2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- B. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranties and bonds as described below.
- C. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.
- D. Manufacturers' Maintenance Documentation: Include the following information for each component part or piece of equipment:
1. Standard maintenance instructions and bulletins; include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
    - a. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.

2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
  3. Identification and nomenclature of parts and components.
  4. List of items recommended to be stocked as spare parts.
- E. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
1. Test and inspection instructions.
  2. Troubleshooting guide.
  3. Precautions against improper maintenance.
  4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
  5. Aligning, adjusting, and checking instructions.
  6. Demonstration and training video recording, if available.
- F. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
  2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.
- G. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- H. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- I. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
1. Include procedures to follow and required notifications for warranty claims.
- J. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.
1. Do not use original project record documents as part of maintenance manuals.
- 1.10 PRODUCT MAINTENANCE MANUALS
- A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

- B. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- C. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.
- D. Product Information: Include the following, as applicable:
  - 1. Product name and model number.
  - 2. Manufacturer's name.
  - 3. Color, pattern, and texture.
  - 4. Material and chemical composition.
  - 5. Reordering information for specially manufactured products.
- E. Maintenance Procedures: Include manufacturer's written recommendations and the following:
  - 1. Inspection procedures.
  - 2. Types of cleaning agents to be used and methods of cleaning.
  - 3. List of cleaning agents and methods of cleaning detrimental to product.
  - 4. Schedule for routine cleaning and maintenance.
  - 5. Repair instructions.
- F. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- G. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
  - 1. Include procedures to follow and required notifications for warranty claims.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 017823

## SECTION 017839 - PROJECT RECORD DOCUMENTS

### 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 Project Record Documents, including the following:
  - 1. Record Drawings.
  - 2. Record specifications.
  - 3. Record Product Data.
  - 4. Miscellaneous record submittals.
- B. Related Requirements:
  - 1. Section 017300 "Execution" for final property survey.
  - 2. Section 017700 "Closeout Procedures" for general closeout procedures.
  - 3. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

#### 1.3 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
  - 1. Number of Copies: Submit copies of Record Drawings as follows:
    - a. Initial Submittal:
      - 1) Submit PDF electronic files of scanned record prints and one set of file prints.
      - 2) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
    - b. Final Submittal:
      - 1) Submit PDF electronic files of scanned Record Prints and one set of file prints.
- B. Record Specifications: Submit annotated PDF electronic files of Project's Specifications, including addenda and Contract modifications.

## 1.4 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
1. Preparation: Mark record prints to show the actual installation, where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Accurately record information in an acceptable drawing technique.
    - c. Record data as soon as possible after obtaining it.
    - d. Record and check the markup before enclosing concealed installations.
    - e. Cross-reference record prints to corresponding photographic documentation.
  2. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Depths of foundations.
    - d. Locations and depths of underground utilities.
    - e. Revisions to routing of piping and conduits.
    - f. Revisions to electrical circuitry.
    - g. Actual equipment locations.
    - h. Duct size and routing.
    - i. Locations of concealed internal utilities.
    - j. Changes made by Change Order or Construction Change Directive.
    - k. Changes made following Architect's written orders.
    - l. Details not on the original Contract Drawings.
    - m. Field records for variable and concealed conditions.
    - n. Record information on the Work that is shown only schematically.
  3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
  4. Mark record prints with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  5. Mark important additional information that was either shown schematically or omitted from original Drawings.
  6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.
- B. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect. When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:
1. Format: Annotated PDF electronic file with comment function enabled.
  2. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.



3. Refer instances of uncertainty to Architect for resolution.
  4. Architect will furnish Contractor with one set of digital data files of the Contract Drawings for use in recording information.
    - a. See Section 013100 "Project Management and Coordination" for requirements related to use of Architect's digital data files.
- C. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
  2. Format: Annotated PDF electronic file with comment function enabled.
  3. Identification: As follows:
    - a. Project name.
    - b. Date.
    - c. Designation "PROJECT RECORD DRAWINGS."
    - d. Name of Architect.
    - e. Name of Contractor.

## 1.5 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation, where installation varies from that indicated in Specifications, addenda, and Contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
  2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
  3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
  4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
  5. Note related Change Orders and Record Drawings where applicable.
- B. Format: Submit record specifications as annotated PDF electronic files.

## 1.6 RECORD PRODUCT DATA

- A. Recording: Maintain one copy of each submittal during the construction period for Project Record Document purposes. Post changes and revisions to Project Record Documents as they occur; do not wait until end of Project.
- B. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.

2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
  3. Note related Change Orders and Record Drawings where applicable.
- C. Format: Submit Record Product Data as annotated PDF electronic files.
1. Include Record Product Data directory organized by Specification Section number and title, electronically linked to each item of Record Product Data.

#### 1.7 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.
- B. Format: Submit miscellaneous record submittals as PDF electronic files.
1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

#### 1.8 MAINTENANCE OF RECORD DOCUMENTS

- A. Maintenance of Record Documents: Store Record Documents in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architect's reference during normal working hours.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 017839

## SECTION 017900 - DEMONSTRATION AND TRAINING

### 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. This Section includes administrative and procedural requirements for instructing Owner's personnel, including the following:
  - 1. Demonstration of operation of systems, subsystems, and equipment.
  - 2. Training in operation and maintenance of systems, subsystems, and equipment.
  - 3. Demonstration and training video.

#### 1.3 SUBMITTALS

- A. Instruction Program: Submit (2) two copies of outline of instructional program for demonstration and training, including a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module, no less than 10 days prior to the anticipated date of the Demonstration and Training. Include learning objective and outline for each training module.
  - 1. At completion of training, submit (2) two complete training manual(s) for Owner's use.
- B. Qualification Data: For Instructor.
- C. Attendance Record: For each training module, submit list of participants and length of instruction time.

#### 1.4 QUALITY ASSURANCE

- A. Instructor Qualifications: A factory-authorized service representative, experienced in operation and maintenance procedures and training.

#### 1.5 COORDINATION

- A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.

- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.
- D. Timeline: The general time line and schedule regarding Demonstration and Training shall be as follows:
  - 1. Submit Operations and Maintenance Manuals to the Architect for Review
  - 2. Architect reviews and returns Operations and Maintenance Manuals to the Contractor
  - 3. Contractor submits Demonstration and Training Schedule to the Architect (14 days minimum prior to the commencement of training).
  - 4. Contractor submits Instruction Program(s) (10 days minimum prior to the commencement of training).
  - 5. Owner confirms availability for proposed training dates and times, and schedules a location for training to be held (3 days minimum prior to the commencement of training).

## PART 2 - PRODUCTS

### 2.1 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and equipment, including, but not limited to, the following types of systems as provided:
  - 1. HVAC systems, including air-handling equipment, air distribution systems, and terminal equipment and devices.
  - 2. HVAC instrumentation and controls.
  - 3. Electrical service and distribution, including panelboards.
  - 4. Lighting equipment and controls.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following:
  - 1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
    - a. System, subsystem, and equipment descriptions.
    - b. Performance and design criteria if Contractor is delegated design responsibility.
    - c. Operating standards.
    - d. Regulatory requirements.
    - e. Equipment function.
    - f. Operating characteristics.
    - g. Limiting conditions.
    - h. Performance curves.
  - 2. Documentation: Review the following items in detail:
    - a. Emergency manuals.
    - b. Operations manuals.
    - c. Maintenance manuals.
    - d. Project Record Documents.

- e. Identification systems.
  - f. Warranties and bonds.
  - g. Maintenance service agreements and similar continuing commitments.
3. Emergencies: Include the following, as applicable:
- a. Instructions on meaning of warnings, trouble indications, and error messages.
  - b. Instructions on stopping.
  - c. Shutdown instructions for each type of emergency.
  - d. Operating instructions for conditions outside of normal operating limits.
  - e. Sequences for electric or electronic systems.
  - f. Special operating instructions and procedures.
4. Operations: Include the following, as applicable:
- a. Startup procedures.
  - b. Equipment or system break-in procedures.
  - c. Routine and normal operating instructions.
  - d. Regulation and control procedures.
  - e. Control sequences.
  - f. Safety procedures.
  - g. Instructions on stopping.
  - h. Normal shutdown instructions.
  - i. Operating procedures for emergencies.
  - j. Operating procedures for system, subsystem, or equipment failure.
  - k. Seasonal and weekend operating instructions.
  - l. Required sequences for electric or electronic systems.
  - m. Special operating instructions and procedures.
5. Adjustments: Include the following:
- a. Alignments.
  - b. Checking adjustments.
  - c. Noise and vibration adjustments.
  - d. Economy and efficiency adjustments.
6. Troubleshooting: Include the following:
- a. Diagnostic instructions.
  - b. Test and inspection procedures.
7. Maintenance: Include the following:
- a. Inspection procedures.
  - b. Types of cleaning agents to be used and methods of cleaning.
  - c. List of cleaning agents and methods of cleaning detrimental to product.
  - d. Procedures for routine cleaning
  - e. Procedures for preventive maintenance.
  - f. Procedures for routine maintenance.
  - g. Instruction on use of special tools.



## SECTION 024119 - SELECTIVE DEMOLITION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Provide all removal, proper and legal disposal work as required to complete selective demolition work and prepare existing areas for new work required including, but not limited to, the following:
  - 1. Demolition, removal and legal disposal off-site of selected portions of the building, construction assemblies, and other incidental work, whether shown or not shown, but required to complete the installation of scheduled work, coordinated with other trades and construction components being replaced by new construction.
  - 2. Disconnecting, capping or sealing, abandoning or removing utilities as indicated and/or required.
  - 3. Patching, repairing and replacing areas damaged or altered by demolition work, with new materials and construction similar in kind unless otherwise indicated.
  - 4. Demolition and removal of selected site elements.
  - 5. Salvage of existing items to be reused, relocated or recycled.
- B. Related Requirements:
  - 1. Section 011000 "Summary" for restrictions on the use of the premises, Owner-occupancy requirements, and phasing requirements.
  - 2. Section 017300 "Execution" for cutting and patching procedures.
  - 3. Section 017320 "Cutting and Patching".

#### 1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Salvage: Carefully detach from existing construction, in a manner to prevent damage, and deliver to Owner ready for reuse.
- C. Remove and Reinstall: Detach items from existing construction, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Existing items of construction that are not to be permanently removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

#### 1.4 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.
- B. Historic items, relics, antiques, and similar objects including, but not limited to, cornerstones and their contents, commemorative plaques and tablets, and other items of interest or value to Owner that may be uncovered during demolition remain the property of Owner.
  - 1. Carefully salvage in a manner to prevent damage and promptly return to Owner.
- C. Owner reserves first right of refusal for removal and salvage items. Items indicated for removal and salvage remain the Owner's property. Remove, clean, and pack items to protect against damage and deliver to Owner's designated storage area with labels to identify contents of containers. Demolished materials shall become the Contractor's property and removed from the site with further disposition at the Contractor's option.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For professional Engineer and refrigerant recovery technician.
- B. Proposed Protection Measures: Submit report, including drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection, dust control and for noise control. Indicate proposed locations and construction of barriers.
- C. Schedule of Selective Demolition Activities: Indicate the following:
  - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
  - 2. Interruption of utility services. Indicate how long utility services will be interrupted.
  - 3. Coordination for shutoff, capping, and continuation of utility services.
  - 4. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
  - 5. Locations of proposed dust- and noise-control temporary partitions and means of egress.
- D. Inventory: Submit a list of items to be removed and salvaged and deliver to Owner prior to start of demolition.
- E. Warranties: Documentation indicated that existing warranties are still in effect after completion of selective demolition.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Inventory: Submit a list of items that have been removed and salvaged.
- B. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.



## 1.7 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
  - 1. Coordinate with the Owner's continuing occupation and use of portions of the building to maintain safe emergency access to and from the facilities at all times.
  - 2. Provide minimum of (3) working days advance notice to Owner of demolition activities that will impact Owner's normal operations.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- A. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
  - 1. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Owner will remove hazardous materials under a separate contract.
- B. Partial Demolition and Removal: Items indicated to be removed, and not intended to be salvaged or retained by the Owner, but of salvageable value to Contractor, may be removed from the project as work progresses. Transport salvaged items from the project as they are removed.
  - 1. Storage or sale of removed items on site will not be permitted.
- C. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
  - 1. Maintain fire-protection facilities in service during selective demolition operations.

## 1.8 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:
  - 1. Roofing system
- B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI/ASSE A10.6 and NFPA 241.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
- B. Review record documents of existing construction provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in record documents.
- C. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- D. Inventory and record the condition of items to be removed and re-installed and items to be removed and salvaged.
- E. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect and Owner's Representative in accurate detail. Pending receipt of directive from Architect and/or Owner's Representative, rearrange demolition schedule as necessary to continue overall job progress without delay.

### 3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Use utility and material locator equipment to locate utilities, structural elements etc. concealed within the building's construction.
- B. Existing building fire protection system shall not be diminished. Removal of existing devices shall not occur until the new equipment is in place and ready for the switchover.
- C. Existing Services/Systems to Remain: Locate and maintain services/systems indicated to remain and protect them against damage.
  - 1. Comply with requirements for existing services/systems interruptions specified in Section 011000 "Summary."

- D. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
1. Building manager will arrange to shut off indicated services/systems when requested by Contractor.
  2. Arrange to shut off indicated utilities with utility companies.
  3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building. Provide minimum of **(3)** working days advance notice to Owner if shutdown of service is necessary during change-over.
  4. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed. Protect store and re install existing equipment effected by the new work that is not noted to be demolished.
    - a. Piping to Be Removed: Remove piping indicated to be removed back to the main and cap or plug remaining piping with same or compatible piping material.
    - b. Equipment to Be Removed: Disconnect and cap services and remove equipment.
    - c. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
    - d. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
    - e. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
    - f. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remove remaining portion of pipe or conduit after bypassing.
    - g. Where entire wall is to be removed, existing services/systems may be removed with removal of the wall.
    - h. Contractor's scope of work includes, and the Contractor is required and expected to, patch any hole(s) resulting in the removal and/or capping of plumbing fixture(s) and/or piping in a wall, ceiling or floor to remain to match existing conditions, unless otherwise noted.

### 3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
1. Comply with requirements for access and protection specified in Section 015000 "Temporary Facilities and Controls."
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.

2. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
  3. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas. Provide insulated temporary weather protection at heated spaces that are required to remain heated.
  4. Where temporary covered passageways are required or indicated, covers shall be constructed to sustain a minimum point loading of 500 lbs.
  5. Use utility and material locator equipment prior to cutting into existing construction to locate concealed utilities. By-pass or shut-off utilities anticipated to be near the demolition area.
  6. Construct temporary, insulated, solid, dustproof, partitions where required to separate areas where extensive dirt, dust, thermal and noisy operations are performed. Equip partitions with dustproof doors and security locks where passage is required. Use sound insulation to protect against noise and thermal insulation to protect against changes in temperature.
  7. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
  8. Cover and protect furniture, furnishings, and equipment that have not been removed.
  9. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Section 015000 "Temporary Facilities and Controls."
  10. Maintain dust-proof partitions and closures as required preventing spread of dust or fumes to occupied portions of the building.
- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
1. Strengthen or add new supports when required during progress of selective demolition.
- D. Damages: Notify the Architect and Owner of any damages. Promptly repair damages caused to adjacent facilities by demolition work at no cost to Owner.
- E. Traffic: Conduct demolition operations and debris removal in a manner to ensure minimum interference with pedestrian and vehicular access and exit routes as well as other adjacent occupied or used facilities.
1. Do not close, block or otherwise obstruct streets, parking areas, walks or other occupied or used facilities without written permission from authorities having jurisdiction. Provide alternate routes around closed or obstructed traffic ways if required by governing regulations.
- F. Explosives: Use of explosives will not be permitted.
- G. Pollution Controls: Use temporary enclosures, and other suitable methods to limit dust and dirt rising and scattering in the air to lowest practical level. Maintain a minimum of 0.1 inches of water, negative pressure from point of enclosure. The area shall be exhausted from a location as remote as possible from unaltered areas. The point of exhaust shall be a minimum of 25 feet from any air intake or building opening in compliance with regulations as established by the environmental protection agency and applicable governmental and local requirements.

### 3.4 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
2. Neatly cut openings and holes plumb, square, and true to dimensions required. Install lintels and or supports at all exterior and structural openings. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
4. Do not use cutting torches.
5. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
6. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
7. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
8. Dispose of demolished items and materials promptly.
9. Promptly patch and repair holes and damaged surfaces caused to adjacent construction by selective demolition operations.
10. Where repairs to existing surfaces are required, patch to produce surfaces with the integrity and visual appearance of the original installation when it was new and suitable for new scheduled finish materials.
11. Restore exposed finishes of patched areas and extend finish restoration into adjoining construction to remain in a manner that eliminates evidence of patching and refinishing.
12. Patch and repair all surfaces in the newly created openings, Install lintels and or supports at all openings. Where demolition work extends from one finished area into another. Provide a flush and even surface of uniform stability, color and appearance.
  - a. Closely match integrity, texture and finish of existing adjacent surfaces as when they were newly installed.
  - b. Patch with durable seams that are as invisible as possible. Comply with specified tolerances.
  - c. Where patching smooth painted surfaces, extend final paint coat over entire unbroken surface containing the patch after the surface has received primer and first finish coat.
  - d. Remove existing applied finishes over the entire unbroken surface area and replace with new materials, if necessary, to achieve uniform color and appearance.
  - e. Inspect and test patched areas to demonstrate integrity of the installation, where feasible.

B. Removed and Salvaged Items:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.

3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.
5. Protect items from damage during transport and storage.

C. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

D. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

### 3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.

### 3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them.

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

- B. Burning: Do not burn demolished materials.

- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

### 3.7 REPAIRS

- A. Use repair materials identical to existing materials to the fullest extent possible.

- B. Where identical materials are unavailable or cannot be used for exposed surfaces, code or hazard issues, use code compliant materials that visually match and are compatible with existing adjacent surfaces, that are free of damage, defects, deterioration, as originally installed when new, to the fullest extent possible pending approval by the Architect.

- C. Use materials whose installed performance equals or surpasses that of the existing materials as originally installed and complies with applicable codes.

### 3.8 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.
- B. Change filters on air handling equipment at completion of selective demolition operations.

END OF SECTION 024119

## SECTION 06 06 60 – MODULAR PARTITION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes the Plastic Fabrications as shown and specified in the described system(s):
  - 1. Modular Partition

#### 1.3 SUBMITTALS

- A. General: Submit the following in accordance with conditions of contract and Division 1 specification section 01 33 00 “Submittal Procedures”.
- B. Product Data: Submit manufacturer’s product data; include product description, fabrication information, and compliance with specified performance requirements.
- C. Submit product test reports from a qualified independent 3<sup>rd</sup> party testing agency indicating each type and class of panel system complies with the project performance requirements, based on comprehensive testing of current products. Previously completed test reports will be acceptable if for current manufacturer and indicative of products used on this project.
  - 1. Test reports required are:
    - a. Rate of Burning (ASTM D 635)
    - b. Self-Ignition Temperature (ASTM D 1929)
    - c. Density of Smoke (ASTM D 2843)
    - d. Room Corner Burn Test (NFPA 286)
    - e. Extent of Burning (UL 94)
    - f. Impact strength (ASTM D 3763)
    - g. Safety glazing impact resistance (ANSI Z97.1-2004)
    - h. UPITT Test for Combustion Product Toxicity
    - i. Dynamic environmental testing (ASTM standards D 5116 and D 6670)
- D. Building Approvals: Plastic Fabrications are to have been evaluated and must be registered with and comply to requirements of the following jurisdictions:
- E. Shop Drawings: Include plans, elevations, sections, panel dimensions, details, and attachments to other work.
- F. Samples for Initial Selection:



1. Submit minimum 2-inch by 2-inch samples. Indicate full color, texture and pattern variation.
- G. Samples for Verification:
  1. Submit minimum 4-inch by 4-inch sample for each color of Plastic Fabrications
- H. Maintenance Data: Submit manufacturer's care and maintenance data, including care, repair and cleaning instructions. Include in Project closeout documents.

#### 1.4 QUALITY ASSURANCE

##### A. Manufacturers Qualifications

1. Materials and systems shall be manufactured by a company continuously and regularly employed in the manufacture of specified materials for a period of at least two (2) consecutive years and which can show evidence of those materials being satisfactorily used on at least three (3) projects of similar size, scope and location. At least three (2) of the projects shall have been successful for use two (2) years or longer.
2. Manufactured panels must be produced from a minimum of 40% post-industrial recycle content. This recycle content must be certified by a recognized 3<sup>rd</sup> party certification group, such as Scientific Certification Systems (SCS).
3. Manufacturer must offer a documented reclaim process that will take back, at the manufacturers cost, panels that are at their end-of life cycle. Return process is preceded by following requirements highlighted in Section 02 42 00 Removal and Salvage of Construction Materials.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Deliver Plastic Fabrications and specified items in manufacturer's standard protective packaging.
- B. Do not deliver Plastic Fabrications, components and accessories to Project site until areas are ready for installation.
- C. Store materials in a flat orientation in a dry place that is not exposed to exterior elements.
- D. Handle materials to prevent damage to finished surfaces. Provide protective coverings to prevent damage or staining following installation for duration of project.
- E. Before installing Plastic Fabrications, permit them to reach room temperature.

#### 1.6 PROJECT CONDITIONS

- A. Environmental Limitations: Do not install Plastic Fabrications until spaces are enclosed and weatherproof, and ambient temperatures and humidity conditions are maintained at the levels indicated for Project when occupied for its intended use.

#### 1.7 WARRANTY

- A. Manufacturer's Special Warranty on polymer panel system: Manufacturer's standard form agreeing to repair or replace units that fail in material or workmanship within the specified warranty period.
- B. Warranty Period: 1 year after the date of substantial completion.
- C. The warranty shall not deprive the owner of other rights or remedies the Owner may have under other provisions of the Contract Documents, and is in addition to and runs concurrent with other warranties made by the Contractor under the requirements of the Contract Documents.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURER

- A. Manufacturer: 3form, Inc., Salt Lake City, Utah, USA / telephone 801-649-2500

### 2.2 MATERIALS

- A. Edge produced from Varia Ecoresin<sup>®</sup> Sheet
  1. Engineered polyester resin
  2. Fin Size: Various, between 3" -13" wide x 96" high
  3. Panel size (for yield): 48" x 96"
  4. Thickness: 1/4"
  5. Basis of Design Product: The design of plastic panel systems is based on Edge produced with Varia Ecoresin<sup>®</sup> as provided by 3form, Inc. Products from other manufacturers must be approved by the Architect or Designer prior to bidding in accordance with the Instructions to Bidders and Section 10 60 00 "Product Requirements".
- B. Interlayer Materials: Compatible with polyesters and bonding process to create a monolithic sheet of material when complete.
- C. Sheet minimum performance attributes:
  1. Rate of Burning (ASTM D 635). Material must attain CC1 Rating for a nominal thickness of 6 mm (0.250 in.) and greater.
  2. Self-Ignition Temperature (ASTM D 1929). Material must have a Self-ignition temperature greater than 650°F.
  3. Density of Smoke (ASTM D 2843). Material must have a smoke density less than 75%.
  4. Room Corner Burn Test (NFPA 286). Material must meet Class A criteria at 1/4" thickness as described by the 2003 *International Building Code*.
  5. Extent of Burning (UL 94). Must submit UL card.
  6. Impact strength. Minimum impact strength test as measured by ASTM D 3763 of 20 ft. lbs. (for durability, shipping, installation, and use).
  7. Safety Glazing. Material must attain a Class A impact rating in accordance with ANSI Z97.1-2004 at 1/8" thickness.
  8. UPITT Test for Combustion Product Toxicity: Product must be recorded as "not more toxic than wood".

9. Dynamic environmental testing (ASTM standards D 5116 and D 6670). Panels must not have detectable VOC off-gassing agents and must be have Greenguard™ Indoor Air Quality certified.
10. Panels must be produced from a minimum of 40% post-industrial recycle content. This recycle content must be certified by a recognized 3<sup>rd</sup> party certification group, such as Scientific Certification Systems (SCS).
11. Building Approvals: Plastic Fabrications are to have been evaluated and must be registered with and comply to requirements of the following jurisdictions:
  - a. Los Angeles Department of Building and Safety (Product must have a LARR [Los Angeles Research Report] number) for use as Light-transmitting Panels

## 2.3 MISCELLANEOUS MATERIALS

- A. General: Provide products of material, size, and shape required for application indicated, and with a proven record of compatibility with surfaces contacted in installation.
- B. Cleaner: Type recommended by manufacturer.
- C. Railing System: Use included hardware specifically designed for 3form Edge.
- D. Bonding Cements: May be achieved with solvents or adhesives, suitable for use with product and application.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions where installation of Plastic Fabrications will occur, with Installer present, for compliance with manufacturer's requirements. Verify that substrates and conditions are satisfactory for installation and comply with requirements specified.

### 3.2 INSTALLATION

- A. General: Comply with manufacturer's written instructions for the installation of Plastic Fabrications.
- B. Utilize fasteners provided by manufacturer.
- C. Install components plumb, level and rigid, scribed to adjacent finishes, in accordance with approved shop drawings and product data.
- D. We recommend that installation is completed by a 3form Certified Installer. Contact 3form for more information or to get a quote.

### 3.3 CLEANING AND PROTECTION

- A. Protect surfaces from damage until date of substantial completion. Repair work or replace damaged work, which cannot be repaired to Architect's satisfaction.

End of Section 06 06 60

## SECTION 079200 - JOINT SEALANTS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Latex joint sealants.
- B. Related Requirements:
  - 1. Section 079219 "Acoustical Joint Sealants" for sealing joints in sound-rated construction.

#### 1.2 ACTION SUBMITTALS

- A. Product Data:
  - 1. Joint-sealants.
  - 2. Joint sealant backing materials.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Test and Evaluation Reports:
  - 1. Preconstruction Laboratory Test Schedule: Include the following information for each joint sealant and substrate material to be tested:
    - a. Joint-sealant location and designation.
    - b. Manufacturer and product name.
    - c. Type of substrate material.
    - d. Proposed test.
    - e. Number of samples required.
  - 2. Preconstruction Laboratory Test Reports: For each joint sealant and substrate material to be tested from sealant manufacturer, indicating the following:
    - a. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
    - b. Interpretation of test results and written recommendations for primers and substrate preparation are needed for adhesion.
  - 3. Preconstruction Field-Adhesion-Test Reports: Indicate which sealants and joint preparation methods resulted in optimum adhesion to joint substrates based on testing specified in "Preconstruction Testing" Article.
- B. Field Quality-Control Submittals:
  - 1. Field-Adhesion-Test Reports: For each sealant application tested.

- C. Sample warranties.

#### 1.4 CLOSEOUT SUBMITTALS

- A. Warranty Documentation:
  - 1. Manufacturers' special warranties.
  - 2. Installer's special warranties.

#### 1.5 FIELD CONDITIONS

- A. Do not proceed with installation of joint sealants under the following conditions:
  - 1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer or are below 40 deg F.
  - 2. When joint substrates are wet.
  - 3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
  - 4. Where contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

#### 1.6 WARRANTY

- A. Special Installer's Warranty: Installer agrees to repair or replace joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
  - 1. Warranty Period: Two years from date of Substantial Completion.
- B. Special Manufacturer's Warranty: Manufacturer agrees to furnish joint sealants to repair or replace those joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
  - 1. Warranty Period: Five years from date of Substantial Completion.
- C. Special warranties specified in this article exclude deterioration or failure of joint sealants from the following:
  - 1. Movement of the structure caused by stresses on the sealant exceeding sealant manufacturer's written specifications for sealant elongation and compression.
  - 2. Disintegration of joint substrates from causes exceeding design specifications.
  - 3. Mechanical damage caused by individuals, tools, or other outside agents.
  - 4. Changes in sealant appearance caused by accumulation of dirt or other atmospheric contaminants.

## PART 2 - PRODUCTS

### 2.1 SOURCE LIMITATIONS

- A. Obtain joint sealants from single manufacturer.

### 2.2 JOINT SEALANTS, GENERAL

- A. Compatibility: Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by joint-sealant manufacturer, based on testing and field experience.
- B. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

### 2.3 LATEX JOINT SEALANTS

- A. Acrylic Latex: Acrylic latex or siliconized acrylic latex, ASTM C834, Type OP, Grade NF (Grade 0 deg C also acceptable).
  - 1. Basis-of-Design Product: Subject to compliance with requirements, provide Pecora Corporation; AC-20 or a comparable product by one of the following:
    - a. GE Sealants and Adhesives
    - b. Sherwin-Williams Company (The).
    - c. Tremco Incorporated.

### 2.4 JOINT-SEALANT BACKING

- A. Sealant Backing Material, General: Nonstaining; compatible with joint substrates, sealants, primers, and other joint fillers; and approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.
- B. Cylindrical Sealant Backings: ASTM C1330, Type C (closed-cell material with a surface skin), Type O (open-cell material), Type B (bicellular material with a surface skin), or any of the preceding types, as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.
- C. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or joint surfaces at back of joint. Provide self-adhesive tape where applicable.

### 2.5 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.

- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming joint substrates and adjacent nonporous surfaces in any way, and formulated to promote optimum adhesion of sealants to joint substrates.
- C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions and the following requirements:
  - 1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
  - 2. Clean porous joint substrate surfaces by brushing, grinding, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining after cleaning operations above by vacuuming or blowing out joints with oil-free compressed air. Porous joint substrates include the following:
    - a. Concrete.
    - b. Masonry.
  - 3. Remove laitance and form-release agents from concrete.
  - 4. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants. Nonporous joint substrates include the following:
    - a. Metal.
    - b. Glass.
    - c. Glazed surfaces of ceramic tile.
- B. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or



by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

### 3.3 INSTALLATION OF JOINT SEALANTS

- A. General: Comply with joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.
- B. Sealant Installation Standard: Comply with recommendations in ASTM C1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.
- C. Install sealant backings of type indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.
  - 1. Do not leave gaps between ends of sealant backings.
  - 2. Do not stretch, twist, puncture, or tear sealant backings.
  - 3. Remove absorbent sealant backings that have become wet before sealant application, and replace them with dry materials.
- D. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.
- E. Install sealants using proven techniques that comply with the following and at the same time backings are installed:
  - 1. Place sealants so they directly contact and fully wet joint substrates.
  - 2. Completely fill recesses in each joint configuration.
  - 3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.
- F. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified in subparagraphs below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.
  - 1. Remove excess sealant from surfaces adjacent to joints.
  - 2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
  - 3. Provide concave joint profile in accordance with Figure 8A in ASTM C1193 unless otherwise indicated.

### 3.4 CLEANING

- A. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

### 3.5 PROTECTION

- A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out, remove, and repair damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from original work.

### 3.6 JOINT-SEALANT SCHEDULE

- A. Interior joints in vertical surfaces and horizontal nontraffic surfaces not subject to significant movement:
  - 1. Joint Locations:
    - a. Control joints on exposed interior surfaces of exterior walls.
    - b. Perimeter joints between interior wall surfaces and frames of interior doors and windows.
    - c. Other joints as indicated on Drawings.
  - 2. Joint Sealant: Acrylic latex.
  - 3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.

END OF SECTION 079200

## SECTION 079219 - ACOUSTICAL JOINT SEALANTS

### PART 1 - GENERAL

#### 1.1 SUMMARY

A. Section Includes:

1. Acoustical joint sealants.

B. Related Requirements:

1. Section 079200 "Joint Sealants" for elastomeric, latex, and joint sealants for nonacoustical applications.

#### 1.2 ACTION SUBMITTALS

A. Product Data:

1. Acoustical joint sealants.

#### 1.3 CLOSEOUT SUBMITTALS

A. Warranty Documentation:

1. Manufacturers' special warranties.
2. Installer's special warranties.

#### 1.4 WARRANTY

A. Installer's Special Warranty: Installer agrees to repair or replace acoustical joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.

1. Warranty Period: Two years from date of Substantial Completion.

### PART 2 - PRODUCTS

#### 2.1 ACOUSTICAL JOINT SEALANTS

A. Acoustical joint-sealant products that effectively reduce airborne sound transmission through perimeter joints and openings in building construction, as demonstrated by testing representative assemblies in accordance with ASTM E90.

- B. Acoustical Sealant for Exposed and Concealed Joints: Manufacturer's standard nonsag, paintable, nonstaining latex acoustical sealant complying with ASTM C834.
  - 1. Basis-of-Design Product: Subject to compliance with requirements, provide Pecora Corporation; AC-20 FTR or a comparable product by one of the following:
    - a. GE Construction Sealants; Momentive Performance Materials Inc.
    - b. Grabber Construction Products, Inc.
    - c. Specified Technologies, Inc.
    - d. Tremco Incorporated.
    - e. USG Corporation.
  - 2. Colors of Exposed Acoustical Joint Sealants: As selected by Architect from manufacturer's full range of colors.

## 2.2 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by acoustical joint-sealant manufacturer where required for adhesion of sealant to joint substrates.
- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming joint substrates and adjacent nonporous surfaces in any way, and formulated to promote optimum adhesion of sealants to joint substrates.
- C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine joints indicated to receive acoustical joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing acoustical joint sealants to comply with joint-sealant manufacturer's written instructions.
- B. Joint Priming: Prime joint substrates where recommended by acoustical joint-sealant manufacturer. Apply primer to comply with joint-sealant manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.
- C. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or

by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

### 3.3 INSTALLATION OF ACOUSTICAL JOINT SEALANTS

- A. Comply with acoustical joint-sealant manufacturer's written installation instructions unless more stringent requirements apply.
- B. STC-Rated Assemblies and partitions separating conference rooms from adjacent spaces: Seal construction at perimeters, behind control joints, and at openings and penetrations with a continuous bead of acoustical joint sealant. Install acoustical joint sealants at both faces of partitions, at perimeters, and through penetrations. Comply with ASTM C919, ASTM C1193, and manufacturer's written instructions for closing off sound-flanking paths around or through assemblies, including sealing partitions to underside of floor slabs above acoustical ceilings.
- C. Acoustical Ceiling Areas: Apply acoustical joint sealant at perimeter edge moldings of acoustical ceiling areas in a continuous ribbon concealed on back of vertical legs of moldings before they are installed.

### 3.4 CLEANING

- A. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of acoustical joint sealants and of products in which joints occur.

### 3.5 PROTECTION

- A. Protect acoustical joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out, remove, and repair damaged or deteriorated acoustical joint sealants immediately so installations with repaired areas are indistinguishable from original work.

END OF SECTION 079219

## SECTION 081213 - HOLLOW METAL FRAMES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section Includes:

- 1. Interior standard steel frames.

- B. Related Requirements:

- 1. Section 087100 "Door Hardware" for door hardware for hollow-metal frames.

#### 1.3 DEFINITIONS

- A. Minimum Thickness: Minimum thickness of base metal without coatings according to SDI A250.8.

#### 1.4 COORDINATION

- A. Coordinate anchorage installation for hollow-metal frames. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors. Deliver such items to Project site in time for installation.
- B. Coordinate requirements for installation of door hardware, electrified door hardware, and access control and security systems.

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.

- 1. Include construction details, material descriptions, fire-resistance ratings, and finishes.

- B. Shop Drawings: Include the following:

- 1. Elevations of each frame type.
  - 2. Frame details for each frame type, including dimensioned profiles and metal thicknesses.
  - 3. Locations of reinforcement and preparations for hardware.
  - 4. Details of each different wall opening condition.

5. Details of electrical raceway and preparation for electrified hardware, access control systems, and security systems.
  6. Details of anchorages, joints, field splices, and connections.
  7. Details of accessories.
  8. Details of moldings, removable stops, and glazing.
- C. Product Schedule: For hollow-metal frames, prepared by or under the supervision of supplier, using same reference numbers for details and openings as those on Drawings. Coordinate with final door hardware schedule.

## 1.6 INFORMATIONAL SUBMITTALS

- A. Product Test Reports: For each type of fire-rated hollow-metal frame assembly for tests performed by a qualified testing agency indicating compliance with performance requirements.
- B. Oversize Construction Certification: For assemblies required to be fire-rated and exceeding limitations of labeled assemblies.

## 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver hollow-metal frames palletized, packaged, or crated to provide protection during transit and Project-site storage. Do not use nonvented plastic.
  1. Provide additional protection to prevent damage to factory-finished units.
- B. Deliver welded frames with two removable spreader bars across bottom of frames, tack welded to jambs and mullions.
- C. Store hollow-metal frames vertically under cover at Project site with head up. Place on minimum 4-inch- high wood blocking. Provide minimum 1/4-inch space between each stacked door to permit air circulation.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Ceco Door; AADG, Inc.; ASSA ABLOY.
  2. Curries, AADG, Inc.; ASSA ABLOY Group.
  3. North American Door Corp.
  4. Republic Doors and Frames; a Allegion brand.
  5. Steelcraft; Allegion plc.

## 2.2 STANDARD STEEL FRAMES

- A. Construct hollow-metal frames to comply with standards indicated for materials, fabrication, hardware locations, hardware reinforcement, tolerances, and clearances, and as specified.
- B. Interior Frames: SDI A250.8. At locations indicated in the Door and Frame Schedule.
  - 1. Materials: Uncoated steel sheet, minimum thickness of 0.042 inch.
  - 2. Sidelite Frames: Fabricated from same thickness material as adjacent door frame.
  - 3. Construction: Face welded.
  - 4. Exposed Finish: Prime.

## 2.3 FRAME ANCHORS

- A. Jamb Anchors:
  - 1. Type: Anchors of minimum size and type required by applicable door and frame standard, and suitable for performance level indicated.
  - 2. Quantity: Minimum of three anchors per jamb, with one additional anchor for frames with no floor anchor. Provide one additional anchor for each 24 inches of frame height above 7 feet.
  - 3. Postinstalled Expansion Anchor: Minimum 3/8-inch- diameter bolts with expansion shields or inserts, with manufacturer's standard pipe spacer.
- B. Floor Anchors: Provide floor anchors for each jamb and mullion that extends to floor.
- C. Floor Anchors for Concrete Slabs with Underlayment: Adjustable-type anchors with extension clips, allowing not less than 2-inch height adjustment. Terminate bottom of frames at top of underlayment.
- D. Material: ASTM A879/A879M, Commercial Steel (CS), 04Z coating designation; mill phosphatized.
  - 1. For anchors built into exterior walls, steel sheet complying with ASTM A1008/A1008M or ASTM A1011/A1011M; hot-dip galvanized according to ASTM A153/A153M, Class B.

## 2.4 MATERIALS

- A. Cold-Rolled Steel Sheet: ASTM A1008/A1008M, Commercial Steel (CS), Type B; suitable for exposed applications.
- B. Hot-Rolled Steel Sheet: ASTM A1011/A1011M, Commercial Steel (CS), Type B; free of scale, pitting, or surface defects; pickled and oiled.
- C. Metallic-Coated Steel Sheet: ASTM A653/A653M, Commercial Steel (CS), Type B.
- D. Inserts, Bolts, and Fasteners: Hot-dip galvanized according to ASTM A153/A153M.



- E. Power-Actuated Fasteners in Concrete: Fastener system of type suitable for application indicated, fabricated from corrosion-resistant materials, with clips or other accessory devices for attaching hollow-metal frames of type indicated.
- F. Glazing: Comply with requirements in Section 088000 "Glazing."

## 2.5 FABRICATION

- A. Hollow-Metal Frames: Fabricate in one piece except where handling and shipping limitations require multiple sections. Where frames are fabricated in sections, provide alignment plates or angles at each joint, fabricated of metal of same or greater thickness as frames.
  - 1. Sidelite Frames: Provide closed tubular members with no visible face seams or joints, fabricated from same material as door frame. Fasten members at crossings and to jambs by welding.
  - 2. Provide countersunk, flat- or oval-head exposed screws and bolts for exposed fasteners unless otherwise indicated.
  - 3. Door Silencers: Except on weather-stripped frames, drill stops to receive door silencers as follows. Keep holes clear during construction.
    - a. Single-Door Frames: Drill stop in strike jamb to receive three door silencers.
- B. Hardware Preparation: Factory prepare hollow-metal frames to receive templated mortised hardware, and electrical wiring; include cutouts, reinforcement, mortising, drilling, and tapping according to SDI A250.6, the Door Hardware Schedule, and templates.
  - 1. Reinforce frames to receive nontemplated, mortised, and surface-mounted door hardware.
  - 2. Comply with BHMA A156.115 for preparing hollow-metal frames for hardware.
- C. Glazed Lites: Provide stops and moldings around glazed lites where indicated. Form corners of stops and moldings with butted hairline joints.
  - 1. Multiple Glazed Lites: Provide fixed and removable stops and moldings so that each glazed lite is capable of being removed independently.
  - 2. Provide fixed frame moldings on outside of exterior and on secure side of interior frames. Provide loose stops and moldings on inside of hollow-metal frames.
  - 3. Coordinate rabbet width between fixed and removable stops with glazing and installation types indicated.
  - 4. Provide stops for installation with countersunk flat- or oval-head machine screws spaced uniformly not more than 9 inches o.c. and not more than 2 inches o.c. from each corner.

## 2.6 STEEL FINISHES

- A. Prime Finish: Clean, pretreat, and apply manufacturer's standard primer.
  - 1. Shop Primer: Manufacturer's standard, fast-curing, lead- and chromate-free primer complying with SDI A250.10; recommended by primer manufacturer for substrate; compatible with substrate and field-applied coatings despite prolonged exposure.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Remove welded-in shipping spreaders installed at factory. Restore exposed finish by grinding, filling, and dressing, as required to make repaired area smooth, flush, and invisible on exposed faces. Touch up factory-applied finishes where spreaders are removed.
- B. Drill and tap frames to receive nontemplated, mortised, and surface-mounted door hardware.

### 3.2 INSTALLATION

- A. General: Install hollow-metal frames plumb, rigid, properly aligned, and securely fastened in place. Comply with approved Shop Drawings and with manufacturer's written instructions. Comply with SDI A250.11.
- B. Set frames accurately in position; plumbed, aligned, and braced securely until permanent anchors are set. After wall construction is complete, remove temporary braces without damage to completed Work.
  - 1. Where frames are fabricated in sections, field splice at approved locations by welding face joint continuously; grind, fill, dress, and make splice smooth, flush, and invisible on exposed faces. Touch-up finishes.
  - 2. Install frames with removable stops located on secure side of opening.
- C. Floor Anchors: Secure with postinstalled expansion anchors.
  - 1. Floor anchors may be set with power-actuated fasteners instead of postinstalled expansion anchors if so indicated and approved on Shop Drawings.
- D. Solidly pack mineral-fiber insulation inside frames.
- E. Installation Tolerances: Adjust hollow-metal frames to the following tolerances:
  - 1. Squareness: Plus or minus 1/16 inch, measured at door rabbet on a line 90 degrees from jamb perpendicular to frame head.
  - 2. Alignment: Plus or minus 1/16 inch, measured at jambs on a horizontal line parallel to plane of wall.
  - 3. Twist: Plus or minus 1/16 inch, measured at opposite face corners of jambs on parallel lines, and perpendicular to plane of wall.
  - 4. Plumbness: Plus or minus 1/16 inch, measured at jambs at floor.
- F. Glazing: Comply with installation requirements in Section 088000 "Glazing" and with hollow-metal manufacturer's written instructions.

### 3.3 CLEANING AND TOUCHUP

- A. Prime-Coat Touchup: Immediately after erection, sand smooth rusted or damaged areas of prime coat and apply touchup of compatible air-drying, rust-inhibitive primer.

- B. Touchup Painting: Cleaning and touchup painting of abraded areas of paint are specified in painting Sections.

END OF SECTION 081213

SECTION 081416 - FLUSH WOOD DOORS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Five-ply flush wood veneer-faced doors for transparent finish.
2. Factory finishing flush wood doors.
3. Factory fitting flush wood doors to frames and factory machining for hardware.

B. Related Requirements:

1. Section 088000 "Glazing" for glass view panels in flush wood doors.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product, including the following:

1. Door core materials and construction.
2. Door edge construction
3. Door face type and characteristics.
4. Door louvers.
5. Door trim for openings.
6. Door frame construction.
7. Factory-machining criteria.
8. Factory- finishing specifications.

B. Shop Drawings: Indicate location, size, and hand of each door; elevation of each type of door; construction details not covered in Product Data; and the following:

1. Door schedule indicating door and frame location, type, size, fire protection rating, and swing.
2. Door elevations, dimension and locations of hardware, lite and louver cutouts, and glazing thicknesses.
3. Details of frame for each frame type, including dimensions and profile.
4. Details of electrical raceway and preparation for electrified hardware, access control systems, and security systems.
5. Dimensions and locations of blocking for hardware attachment.
6. Dimensions and locations of mortises and holes for hardware.
7. Clearances and undercuts.
8. Requirements for veneer matching.
9. Doors to be factory finished and application requirements.

C. Samples for Initial Selection: For factory-finished doors.

D. Samples for Verification:

1. Factory finishes applied to actual door face materials, approximately 8 by 10 inches, for each material and finish. For each wood species and transparent finish, provide set of three Samples showing typical range of color and grain to be expected in finished Work.
2. Frames for light openings, 6 inches long, for each material, type, and finish required.

### 1.3 INFORMATIONAL SUBMITTALS

- A. Sample Warranty: For special warranty.

### 1.4 CLOSEOUT SUBMITTALS

- A. Special warranties.

### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Comply with requirements of referenced standard and manufacturer's written instructions.
- B. Package doors individually in cardboard cartons and wrap bundles of doors in plastic sheeting.
- C. Mark each door on top and bottom rail with opening number used on Shop Drawings.

### 1.6 FIELD CONDITIONS

- A. Environmental Limitations:
  1. Do not deliver or install doors until spaces are enclosed and weathertight, wet-work in spaces is complete and dry, and HVAC system is operating and maintaining temperature and relative humidity at levels designed for building occupants for the remainder of construction period.
  2. Do not deliver or install doors until building is enclosed and weathertight, wet work is complete, and HVAC system is operating and maintaining temperature between 60 and 90 deg F and relative humidity between 25 and 55 percent during remainder of construction period.

### 1.7 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace doors that fail in materials or workmanship within specified warranty period.
  1. Failures include, but are not limited to, the following:
    - a. Delamination of veneer.
    - b. Warping (bow, cup, or twist) more than 1/4 inch in a 42-by-84-inch section.
    - c. Telegraphing of core construction in face veneers exceeding 0.01 inch in a 3-inch span.

2. Warranty also includes installation and finishing that may be required due to repair or replacement of defective doors.
3. Warranty Period for Solid-Core Interior Doors: Life of installation.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Source Limitations: Obtain flush wood doors from single manufacturer.

### 2.2 SOLID-CORE FIVE-PLY FLUSH WOOD VENEER-FACED DOORS FOR TRANSPARENT FINISH

- A. Interior Doors, Solid-Core Five-Ply Veneer-Faced, Door 202:
  1. Basis-of-Design Product: Subject to compliance with requirements, provide Masonite Architectural; CENDURA Series Standard Wood Veneer or a comparable product by one of the following:
    - a. Oshkosh Door Company.
    - b. VT Industries, Inc.
  2. Performance Grade: ANSI/WDMA I.S. 1A Extra Heavy Duty.
  3. ANSI/WDMA I.S. 1A Grade: Custom.
  4. Faces: Single-ply wood veneer not less than 1/50 inch thick.
    - a. Species: Red oak.
    - b. Cut: Plain sliced (flat sliced).
    - c. Match between Veneer Leaves: Book match.
    - d. Assembly of Veneer Leaves on Door Faces: Running match.
  5. Exposed Vertical Edges: Same species as faces or a compatible species - Architectural Woodwork Standards edge Type A.
  6. Core for Non-Fire-Rated Doors:
    - a. ANSI A208.1, Grade LD-1 particleboard.
  7. Construction: Five plies, hot-pressed bonded (vertical and horizontal edging is bonded to core), with entire unit abrasive planed before veneering.
  8. Transparent Finish:
    - a. ANSI/WDMA I.S. 1A Grade: Custom.
    - b. ANSI/WDMA I.S. 1A TR-8 UV Cured Acrylated Polyester/Urethane.
    - c. Staining: Match Architect's sample.
    - d. Sheen: Semigloss.
- B. Interior Doors, Solid-Core Five-Ply Veneer-Faced, Doors 202G and 202H:
  1. Basis-of-Design Product: Subject to compliance with requirements, provide Masonite Architectural; CENDURA Series Standard Wood Veneer or a comparable product by one of the following:

- a. Oshkosh Door Company.
- b. VT Industries, Inc.
- 2. Performance Grade: ANSI/WDMA I.S. 1A Extra Heavy Duty.
- 3. ANSI/WDMA I.S. 1A Grade: Custom.
- 4. Faces: Single-ply wood veneer not less than 1/50 inch thick.
  - a. Species: White maple.
  - b. Cut: Plain sliced (flat sliced).
  - c. Match between Veneer Leaves: Book match.
  - d. Assembly of Veneer Leaves on Door Faces: Running match.
- 5. Exposed Vertical and Top Edges: Same species as faces or a compatible species - Architectural Woodwork Standards edge Type A.
- 6. Core for Non-Fire-Rated Doors:
  - a. ANSI A208.1, Grade LD-1 particleboard.
- 7. Construction: Five plies, hot-pressed bonded (vertical and horizontal edging is bonded to core), with entire unit abrasive planed before veneering.
- 8. Transparent Finish:
  - a. ANSI/WDMA I.S. 1A Grade: Custom.
  - b. ANSI/WDMA I.S. 1A TR-8 UV Cured Acrylated Polyester/Urethane.
  - c. Staining: As selected by Architect from manufacturer's full range.
  - d. Sheen: Satin.

## 2.3 LIGHT FRAMES AND LOUVERS

- A. Wood Beads for Light Openings in Wood Doors: Provide manufacturer's standard wood beads unless otherwise indicated.
  - 1. Wood Species: Same species as door faces.
  - 2. Profile: Flush rectangular beads.

## 2.4 FABRICATION

- A. Factory fit doors to suit frame-opening sizes indicated.
  - 1. Comply with clearance requirements of referenced quality standard for fitting unless otherwise indicated.
- B. Factory machine doors for hardware that is not surface applied.
  - 1. Locate hardware to comply with DHI-WDHS-3.
  - 2. Comply with final hardware schedules, door frame Shop Drawings, ANSI/BHMA-156.115-W, and hardware templates.
  - 3. Coordinate with hardware mortises in metal frames, to verify dimensions and alignment before factory machining.

4. For doors scheduled to receive electrified locksets, provide factory-installed raceway and wiring to accommodate specified hardware.
- C. Openings: Factory cut and trim openings through doors.
1. Light Openings: Trim openings with moldings of material and profile indicated.
  2. Glazing: Factory install glazing in doors indicated to be factory finished. Comply with applicable requirements in Section 088000 "Glazing."

## 2.5 FACTORY FINISHING

- A. Comply with referenced quality standard for factory finishing.
1. Complete fabrication, including fitting doors for openings and machining for hardware that is not surface applied, before finishing.
  2. Finish faces, all four edges, edges of cutouts, and mortises.
  3. Stains and fillers may be omitted on bottom edges, edges of cutouts, and mortises.
- B. Factory finish doors.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine doors and installed door frames, with Installer present, before hanging doors.
1. Verify that installed frames comply with indicated requirements for type, size, location, and swing characteristics and have been installed with level heads and plumb jambs.
  2. Reject doors with defects.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Hardware: For installation, see Section 087100 "Door Hardware."
- B. Install doors to comply with manufacturer's written instructions and referenced quality standard, and as indicated.
- C. Install frames level, plumb, true, and straight.
1. Shim as required with concealed shims. Install level and plumb to a tolerance of 1/8 inch in 96 inches.
  2. Anchor frames to anchors or blocking built in or directly attached to substrates.
    - a. Secure with countersunk, concealed fasteners and blind nailing.
    - b. Use fine finishing nails or finishing screws for exposed fastening, countersunk and filled flush with woodwork.



- 1) For factory-finished items, use filler matching finish of items being installed.
- D. Factory-Fitted Doors: Align in frames for uniform clearance at each edge.
- E. Factory-Finished Doors: Restore finish before installation if fitting or machining is required at Project site.

### 3.3 ADJUSTING

- A. Operation: Rehang or replace doors that do not swing or operate freely.
- B. Finished Doors: Replace doors that are damaged or that do not comply with requirements. Doors may be repaired or refinished if Work complies with requirements and shows no evidence of repair or refinishing.

END OF SECTION 081416

## SECTION 084126.23 - INTERIOR ALL-GLASS ENTRANCES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section Includes:
  - 1. Interior, manual-swinging, all-glass entrance systems.

#### 1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.
  - 1. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for all-glass system.
- B. Shop Drawings: For interior all-glass entrance systems.
  - 1. Include plans, elevations, and sections.
  - 2. Include details of fittings and glazing, including isometric drawings of fittings.
  - 3. Include door hardware locations, mounting heights, and installation requirements.
- C. Samples for Verification: For each type of exposed finish indicated, prepared on Samples of sizes indicated below:
  - 1. Metal Finishes: 6-inch- long sections of fittings, and other items.
  - 2. Glass: 6 inches square, showing exposed-edge finish.
  - 3. Door Hardware: For exposed door hardware of each type, in specified finish, full size.
- D. Door Hardware Schedule: Prepared by or under supervision of supplier, detailing fabrication and assembly of door hardware, as well as procedures and diagrams. Coordinate final door hardware schedule with door components, assemblies, and related work to ensure proper size, thickness, hand, function, and finish of door hardware.

## 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data:
  - 1. For Installer.
- B. Sample Warranty: For special warranty.

## 1.6 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For interior all-glass entrance systems to include in maintenance manuals. Furnish a complete set of specialized tools and maintenance instructions as required for Owner's continued adjustment, maintenance, and removal and replacement of door hardware.

## 1.7 QUALITY ASSURANCE

- A. Installer Qualifications: An authorized representative who is trained and approved by manufacturer for installation of units required for this Project.
- B. Product Options: Information on Drawings and in Specifications establishes requirements for aesthetic effects and performance characteristics of assemblies. Aesthetic effects are indicated by dimensions, arrangements, alignment, and profiles of components and assemblies as they relate to sightlines, to one another, and to adjoining construction.
  - 1. Do not change intended aesthetic effects, as judged solely by Architect, except with Architect's approval. If changes are proposed, submit comprehensive explanatory data to Architect for review.

## 1.8 WARRANTY

- A. Special Warranty: Installer agrees to repair or replace components of interior all-glass entrance systems that do not comply with requirements or that fail in materials or workmanship within specified warranty period.
  - 1. Failures include, but are not limited to, the following:
    - a. Deterioration of metals, metal finishes, and other materials beyond normal use.
    - b. Failure of operating components.
  - 2. Warranty Period: Two years from date of Substantial Completion for assembly and components unless otherwise indicated.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Source Limitations: Obtain all components of interior all-glass entrance systems, including accessories, from single manufacturer.

### 2.2 INTERIOR, MANUAL-SWINGING, ALL-GLASS ENTRANCE SYSTEMS

- A. Basis-of-Design Product: Subject to compliance with requirements, provide C.R. Laurence Co., Inc., Cascade Glass Wall Office System or comparable product by one of the following:
  - 1. Coral Architectural Products; Coral Industries, Inc.
  - 2. GGI; General Glass International.
  - 3. PRL Glass Systems Inc.
- B. Fitting Configuration:
  - 1. Door Fittings: Continuous rail fitting at top and bottom (P-Style).
  - 2. Sidelight Fittings: Recessed glazing channel at top and bottom.
  - 3. Transom Fittings: Recessed glazing channel at top and patch fitting at bottom.
- C. Fitting Material: Aluminum.
- D. Rail Fittings:
  - 1. Height:
    - a. Top Rail: As indicated.
    - b. Bottom Rail: As indicated.
  - 2. Profile: As indicated.
  - 3. End Caps: Manufacturer's standard precision-fit end caps for rail fittings.
- E. Accessory Fittings:
  - 1. Overhead doorstep.
  - 2. Center-housing lock.
  - 3. U-channel.
- F. Anchors and Fastenings: Concealed.
- G. Door Hardware: In sizes, quantities, and types recommended by manufacturer for interior all-glass entrance systems indicated. For exposed parts, match metal and finish of fittings.
  - 1. Swing: Single acting.
  - 2. Single-Door Locksets: Lever Lock Glass Housings mounted on the strike edge of the glass door panel.
    - a. Grade: ANSI A156.2 Grade 1
    - b. Function: Entrance

- c. Strike: Manufacturer's matching lever lock glass keeper that is installed on the glass sidelite panel on the strike jamb of the door opening. Provide glass keeper with integral stop that prevents the door panel from swinging through the opening.
- d. Cylinder core: Compatible with cylinders as specified in Section 087100 "Door Hardware."

## 2.3 GLASS

- A. Glass: ASTM C1048, Kind FT (fully tempered), Condition A (uncoated surfaces), Type I (transparent), Quality-Q3, tested for surface and edge compression in accordance with ASTM C1048 and for impact strength in accordance with 16 CFR 1201 for Category II materials.
  - 1. Class 1: Clear monolithic.
    - a. Thickness: 12 mm.
    - b. Locations: As indicated.
  - 2. Exposed Edges: Machine ground and flat polished.
  - 3. Butt Edges: Flat ground.
  - 4. Corner Edges: Lap-joint corners with exposed edges polished.

## 2.4 MATERIALS

- A. Aluminum: ASTM B221 with strength and durability characteristics of not less than Alloy 6063-T5 for extruded bars, rods, profiles, and tubes. ASTM B209 for sheet and plate.
  - 1. Clear Anodic Finish: AAMA 611, AA-M12C22A31, Class II, 0.010 mm or thicker.
- B. Structural Shapes, Plates, and Bars: ASTM A36/A36M.

## 2.5 FABRICATION

- A. Provide holes and cutouts in glass to receive hardware, fittings, and accessory fittings before tempering glass. Do not cut, drill, or make other alterations to glass after tempering.
  - 1. Fully temper glass using horizontal (roller-hearth) process, and fabricate so that when glass is installed, roll-wave distortion is parallel with bottom edge of door or lite.
- B. Factory assemble components and factory install hardware and fittings to greatest extent possible.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION, GENERAL

- A. Install all-glass entrance systems and associated components in accordance with manufacturer's written instructions.
- B. Set units level, plumb, and true to line, with uniform joints.
- C. Maintain uniform clearances between adjacent components.
- D. Lubricate hardware and other moving parts in accordance with manufacturer's written instructions.

### 3.3 ADJUSTING AND CLEANING

- A. Adjust all-glass doors and hardware to produce smooth operation and tight fit at contact points.
  - 1. For all-glass, swinging entrance doors accessible to people with disabilities, adjust closers to provide a three-second closer sweep period for doors to move from a 70-degree open position to 3 inches from the latch measured to the leading door edge.
- B. Remove excess sealant and glazing compounds and dirt from surfaces.

END OF SECTION 084126.23

## SECTION 087100 - DOOR HARDWARE

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes commercial door hardware for the following:
  - 1. Swinging doors.
  - 2. Other doors to the extent indicated.
- B. Door hardware includes, but is not necessarily limited to, the following:
  - 1. Mechanical door hardware.
  - 2. Cylinders specified for doors in other sections.
- C. Related Sections:
  - 1. Division 08 Section "Hollow Metal Frames".
  - 2. Division 08 Section "Flush Wood Doors".
  - 3. Division 08 Section "Interior All Glass Entrances".
- D. Codes and References: Comply with the version year adopted by the Authority Having Jurisdiction.
  - 1. ANSI A117.1 - Accessible and Usable Buildings and Facilities.
  - 2. ICC/IBC - International Building Code.
  - 3. NFPA 70 - National Electrical Code.
  - 4. NFPA 80 - Fire Doors and Windows.
  - 5. NFPA 101 - Life Safety Code.
  - 6. NFPA 105 - Installation of Smoke Door Assemblies.
  - 7. State Building Codes, Local Amendments.
- E. Standards: All hardware specified herein shall comply with the following industry standards as applicable. Any undated reference to a standard shall be interpreted as referring to the latest edition of that standard:
  - 1. ANSI/BHMA Certified Product Standards - A156 Series.
  - 2. UL10C - Positive Pressure Fire Tests of Door Assemblies.
  - 3. ANSI/UL 294 - Access Control System Units.
  - 4. UL 305 - Panic Hardware.
  - 5. ANSI/UL 437- Key Locks.

### 1.3 SUBMITTALS

- A. Product Data: Manufacturer's product data sheets including installation details, material descriptions, dimensions of individual components and profiles, operational descriptions and finishes.
- B. Door Hardware Schedule: Prepared by or under the supervision of supplier, detailing fabrication and assembly of door hardware, as well as procedures and diagrams. Coordinate the final Door Hardware Schedule with doors, frames, and related work to ensure proper size, thickness, hand, function, and finish of door hardware.
  - 1. Format: Comply with scheduling sequence and vertical format in DHI's "Sequence and Format for the Hardware Schedule."
  - 2. Organization: Organize the Door Hardware Schedule into door hardware sets indicating complete designations of every item required for each door or opening. Organize door hardware sets in same order as in the Door Hardware Sets at the end of Part 3. Submittals that do not follow the same format and order as the Door Hardware Sets will be rejected and subject to resubmission.
  - 3. Content: Include the following information:
    - a. Type, style, function, size, label, hand, and finish of each door hardware item.
    - b. Manufacturer of each item.
    - c. Fastenings and other pertinent information.
    - d. Location of door hardware set, cross-referenced to Drawings, both on floor plans and in door and frame schedule.
    - e. Explanation of abbreviations, symbols, and codes contained in schedule.
    - f. Mounting locations for door hardware.
    - g. Door and frame sizes and materials.
    - h. Warranty information for each product.
  - 4. Submittal Sequence: Submit the final Door Hardware Schedule at earliest possible date, particularly where approval of the Door Hardware Schedule must precede fabrication of other work that is critical in the Project construction schedule. Include Product Data, Samples, Shop Drawings of other work affected by door hardware, and other information essential to the coordinated review of the Door Hardware Schedule.
- C. Keying Schedule: After a keying meeting with the owner has taken place prepare a separate keying schedule detailing final instructions. Submit the keying schedule in electronic format. Include keying system explanation, door numbers, key set symbols, hardware set numbers and special instructions. Owner must approve submitted keying schedule prior to the ordering of permanent cylinders/cores.
- D. Informational Submittals:
  - 1. Product Test Reports: Indicating compliance with cycle testing requirements, based on evaluation of comprehensive tests performed by manufacturer and witnessed by a qualified independent testing agency.



- E. Operating and Maintenance Manuals: Provide manufacturers operating and maintenance manuals for each item comprising the complete door hardware installation in quantity as required in Division 01, Closeout Procedures.

#### 1.4 QUALITY ASSURANCE

- A. Manufacturers Qualifications: Engage qualified manufacturers with a minimum 5 years of documented experience in producing hardware and equipment similar to that indicated for this Project and that have a proven record of successful in-service performance.
- B. Certified Products: Where specified, products must maintain a current listing in the Builders Hardware Manufacturers Association (BHMA) Certified Products Directory (CPD).
- C. Installer Qualifications: A minimum 3 years documented experience installing both standard and electrified door hardware similar in material, design, and extent to that indicated for this Project and whose work has resulted in construction with a record of successful in-service performance.
- D. Door Hardware Supplier Qualifications: Experienced commercial door hardware distributors with a minimum 5 years documented experience supplying both mechanical and electromechanical hardware installations comparable in material, design, and extent to that indicated for this Project. Supplier recognized as a factory direct distributor by the manufacturers of the primary materials with a warehousing facility in Project's vicinity. Supplier to have on staff a certified Architectural Hardware Consultant (AHC) available during the course of the Work to consult with Contractor, Architect, and Owner concerning both standard and electromechanical door hardware and keying.
- E. Source Limitations: Obtain each type and variety of door hardware specified in this section from a single source unless otherwise indicated.
- F. Each unit to bear third party permanent label demonstrating compliance with the referenced standards.
- G. Keying Conference: Conduct conference to comply with requirements in Division 01 Section "Project Meetings." Keying conference to incorporate the following criteria into the final keying schedule document:
  - 1. Function of building, purpose of each area and degree of security required.
  - 2. Plans for existing and future key system expansion.
  - 3. Requirements for key control storage and software.
  - 4. Installation of permanent keys, cylinder cores and software.
  - 5. Address and requirements for delivery of keys.
- H. Pre-Submittal Conference: Conduct coordination conference in compliance with requirements in Division 01 Section "Project Meetings" with attendance by representatives of Supplier(s), Installer(s), and Contractor(s) to review proper methods and the procedures for receiving, handling, and installing door hardware.
  - 1. Prior to installation of door hardware, conduct a project specific training meeting to instruct the installing contractors' personnel on the proper installation and adjustment of

their respective products. Product training to be attended by installers of door hardware (including electromechanical hardware) for aluminum, hollow metal and wood doors. Training will include the use of installation manuals, hardware schedules, templates and physical product samples as required.

2. Inspect and discuss electrical roughing-in, power supply connections, and other preparatory work performed by other trades.
  3. Review sequence of operation narratives for each unique access controlled opening.
  4. Review and finalize construction schedule and verify availability of materials.
  5. Review the required inspecting, testing, commissioning, and demonstration procedures
- I. At completion of installation, provide written documentation that components were applied to manufacturer's instructions and recommendations and according to approved schedule.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Inventory door hardware on receipt and provide secure lock-up and shelving for door hardware delivered to Project site. Do not store electronic access control hardware, software or accessories at Project site without prior authorization.
- B. Tag each item or package separately with identification related to the final Door Hardware Schedule, and include basic installation instructions with each item or package.
- C. Deliver, as applicable, permanent keys, cylinders, cores, access control credentials, software and related accessories directly to Owner via registered mail or overnight package service. Instructions for delivery to the Owner shall be established at the "Keying Conference".

#### 1.6 COORDINATION

- A. Templates: Obtain and distribute to the parties involved templates for doors, frames, and other work specified to be factory prepared for installing standard and electrified hardware. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing hardware to comply with indicated requirements.
- B. Door and Frame Preparation: Doors and corresponding frames are to be prepared, reinforced and pre-wired (if applicable) to receive the installation of the specified electrified, monitoring, signaling and access control system hardware without additional in-field modifications.

#### 1.7 WARRANTY

- A. General Warranty: Reference Division 01, General Requirements. Special warranties specified in this Article shall not deprive Owner of other rights Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by Contractor under requirements of the Contract Documents.
- B. Warranty Period: Written warranty, executed by manufacturer(s), agreeing to repair or replace components of standard and electrified door hardware that fails in materials or workmanship within specified warranty period after final acceptance by the Owner. Failures include, but are not limited to, the following:

1. Structural failures including excessive deflection, cracking, or breakage.
  2. Faulty operation of the hardware.
  3. Deterioration of metals, metal finishes, and other materials beyond normal weathering.
  4. Electrical component defects and failures within the systems operation.
- C. Standard Warranty Period: One year from date of Substantial Completion, unless otherwise indicated.
- D. Special Warranty Periods:
1. Ten years for mortise locks and latches.
  2. Twenty five years for manual overhead door closer bodies.

## 1.8 MAINTENANCE SERVICE

- A. Maintenance Tools and Instructions: Furnish a complete set of specialized tools and maintenance instructions as needed for Owner's continued adjustment, maintenance, and removal and replacement of door hardware.

## PART 2 - PRODUCTS

### 2.1 SCHEDULED DOOR HARDWARE

- A. General: Provide door hardware for each door to comply with requirements in Door Hardware Sets and each referenced section that products are to be supplied under.
- B. Designations: Requirements for quantity, item, size, finish or color, grade, function, and other distinctive qualities of each type of door hardware are indicated in the Door Hardware Sets at the end of Part 3. Products are identified by using door hardware designations, as follows:
1. Named Manufacturer's Products: Product designation and manufacturer are listed for each door hardware type required for the purpose of establishing requirements. Manufacturers' names are abbreviated in the Door Hardware Schedule.
- C. Substitutions: Requests for substitution and product approval for inclusive mechanical door hardware in compliance with the specifications must be submitted in writing and in accordance with the procedures and time frames outlined in Division 01, Substitution Procedures. Approval of requests is at the discretion of the architect, owner, and their designated consultants.

### 2.2 HANGING DEVICES

- A. Hinges: ANSI/BHMA A156.1 certified butt hinges with number of hinge knuckles and other options as specified in the Door Hardware Sets.
1. Quantity: Provide the following hinge quantity:
    - a. Two Hinges: For doors with heights up to 60 inches.
    - b. Three Hinges: For doors with heights 61 to 90 inches.

- c. Four Hinges: For doors with heights 91 to 120 inches.
  - d. For doors with heights more than 120 inches, provide 4 hinges, plus 1 hinge for every 30 inches of door height greater than 120 inches.
2. Hinge Size: Provide the following, unless otherwise indicated, with hinge widths sized for door thickness and clearances required:
    - a. Widths up to 3'0": 4-1/2" standard or heavy weight as specified.
    - b. Sizes from 3'1" to 4'0": 5" standard or heavy weight as specified.
  3. Hinge Weight and Base Material: Unless otherwise indicated, provide the following:
    - a. Interior Doors: Standard weight, steel, ball bearing or oil impregnated bearing hinges unless Hardware Sets indicate heavy weight.
  4. Hinge Options: Comply with the following:
    - a. Non-removable Pins: Provide set screw in hinge barrel that, when tightened into a groove in hinge pin, prevents removal of pin while door is closed; for the all out-swinging lockable doors.
  5. Manufacturers:
    - a. Hager Companies (HA).
    - b. McKinney Products; ASSA ABLOY Architectural Door Accessories (MK).
    - c. Stanley Hardware (ST).

## 2.3 CYLINDERS AND KEYING

- A. General: Cylinder manufacturer to have minimum (10) years experience designing secured master key systems and have on record a published security keying system policy.
- B. Source Limitations: Obtain each type of keyed cylinder and keys from the same source manufacturer as locksets and exit devices, unless otherwise indicated.
- C. Cylinder Types: Original manufacturer cylinders able to supply the following cylinder formats and types:
  1. Threaded mortise cylinders with rings and cams to suit hardware application.
  2. Rim cylinders with back plate, flat-type vertical or horizontal tailpiece, and raised trim ring.
  3. Mortise and rim cylinder collars to be solid and recessed to allow the cylinder face to be flush and be free spinning with matching finishes.
  4. Keyway: Manufacturer's Standard.
- D. Interchangeable Cores: Provide small format interchangeable cores as specified, core insert, removable by use of a special key; usable with other manufacturers' cylinders.
- E. Keying System: Each type of lock and cylinders to be factory keyed.

1. Supplier shall conduct a "Keying Conference" to define and document keying system instructions and requirements.
2. Furnish factory cut, nickel-silver large bow permanently inscribed with a visual key control number as directed by Owner.
3. New System: Key locks to a new key system as directed by the Owner.

F. Key Quantity: Provide the following minimum number of keys:

1. Change Keys per Cylinder: Two (2)
2. Master Keys (per Master Key Level/Group): Five (5).
3. Construction Keys (where required): Ten (10).

G. Construction Keying: Provide construction master keyed cylinders.

H. Key Registration List (Bitting List):

1. Provide keying transcript list to Owner's representative in the proper format for importing into key control software.
2. Provide transcript list in writing or electronic file as directed by the Owner.

## 2.4 MECHANICAL LOCKS AND LATCHING DEVICES

A. Mortise Locksets, Grade 1 (Heavy Duty): ANSI/BHMA A156.13, Series 1000, Operational Grade 1 Certified Products Directory (CPD) listed. Locksets are to be manufactured with a corrosion resistant steel case and be field-reversible for handing without disassembly of the lock body.

1. Manufacturers:

- a. Sargent Manufacturing (SA) - 8200 Series.
- b. Schlage (SC) - L9000 Series.
- c. Yale Commercial(YA) - 8800FL Series.

## 2.5 LOCK AND LATCH STRIKES

A. Strikes: Provide manufacturer's standard strike with strike box for each latch or lock bolt, with curved lip extended to protect frame, finished to match door hardware set, unless otherwise indicated, and as follows:

1. Flat-Lip Strikes: For locks with three-piece antifriction latchbolts, as recommended by manufacturer.

B. Standards: Comply with the following:

1. Strikes for Mortise Locks and Latches: BHMA A156.13.

## 2.6 DOOR CLOSERS

A. All door closers specified herein shall meet or exceed the following criteria:

1. General: Door closers to be from one manufacturer, matching in design and style, with the same type door preparations and templates regardless of application or spring size. Closers to be non-handed with full sized covers.
  2. Standards: Closers to comply with UL-10C for Positive Pressure Fire Test and be U.L. listed for use of fire rated doors.
  3. Cycle Testing: Provide closers which have surpassed 15 million cycles.
  4. Size of Units: Comply with manufacturer's written recommendations for sizing of door closers depending on size of door, exposure to weather, and anticipated frequency of use. Where closers are indicated for doors required to be accessible to the Americans with Disabilities Act, provide units complying with ANSI ICC/A117.1.
  5. Closer Arms: Provide heavy duty, forged steel closer arms unless otherwise indicated in Hardware Sets.
  6. Closers shall not be installed on exterior or corridor side of doors; where possible install closers on door for optimum aesthetics.
  7. Closer Accessories: Provide door closer accessories including custom templates, special mounting brackets, spacers and drop plates as required for proper installation. Provide through-bolt and security type fasteners as specified in the hardware sets.
- B. Door Closers, Surface Mounted (Heavy Duty): ANSI/BHMA A156.4, Grade 1 Certified Products Directory (CPD) listed surface mounted, heavy duty door closers with complete spring power adjustment, sizes 1 thru 6; and fully operational adjustable according to door size, frequency of use, and opening force. Closers to be rack and pinion type, one piece cast iron or aluminum alloy body construction, with adjustable backcheck and separate non-critical valves for closing sweep and latch speed control. Provide non-handed units standard.
1. Manufacturers:
    - a. LCN Closers (LC) - 4040SE Series.
    - b. Norton Door Controls (NO) - 7500 Series.
    - c. Sargent Manufacturing (SA) - 351 Series.
    - d. Yale Commercial(YA) - 4400 Series.

## 2.7 ARCHITECTURAL TRIM

- A. Door Protective Trim
1. General: Door protective trim units to be of type and design as specified below or in the Hardware Sets.
  2. Size: Fabricate protection plates (kick, armor, or mop) not more than 2" less than door width (LDW) on stop side of single doors and 1" LDW on stop side of pairs of doors, and not more than 1" less than door width on pull side. Coordinate and provide proper width and height as required where conflicting hardware dictates. Height to be as specified in the Hardware Sets.
  3. Where plates are applied to fire rated doors with the top of the plate more than 16" above the bottom of the door, provide plates complying with NFPA 80. Consult manufacturer's catalog and template book for specific requirements for size and applications.
  4. Protection Plates: ANSI/BHMA A156.6 certified protection plates (kick, armor, or mop), fabricated from the following:
    - a. Stainless Steel: 300 grade, 050-inch thick.
  5. Options and fasteners: Provide manufacturer's designated fastener type as specified in the Hardware Sets. Provide countersunk screw holes.

6. Manufacturers:
  - a. Hiawatha, Inc. (HI).
  - b. Rockwood Products; ASSA ABLOY Architectural Door Accessories (RO).
  - c. Trimco (TC).

## 2.8 DOOR STOPS AND HOLDERS

- A. General: Door stops and holders to be of type and design as specified below or in the Hardware Sets.
- B. Door Stops and Bumpers: ANSI/BHMA A156.16, Grade 1 certified door stops and wall bumpers. Provide wall bumpers, either convex or concave types with anchorage as indicated, unless floor or other types of door stops are specified in Hardware Sets. Do not mount floor stops where they will impede traffic. Where floor or wall bumpers are not appropriate, provide overhead type stops and holders.
  1. Manufacturers:
    - a. Hiawatha, Inc. (HI).
    - b. Rockwood Products; ASSA ABLOY Architectural Door Accessories (RO).
    - c. Trimco (TC).

## 2.9 ARCHITECTURAL SEALS

- A. General: Thresholds, weatherstripping, and gasket seals to be of type and design as specified below or in the Hardware Sets. Provide continuous weatherstrip gasketing on exterior doors and provide smoke, light, or sound gasketing on interior doors where indicated. At exterior applications provide non-corrosive fasteners and elsewhere where indicated.
- B. Sound-Rated Gasketing: Assemblies that are listed and labeled by a testing and inspecting agency, for sound ratings indicated.
- C. Replaceable Seal Strips: Provide only those units where resilient or flexible seal strips are easily replaceable and readily available from stocks maintained by manufacturer.
- D. Manufacturers:
  1. National Guard Products (NG).
  2. Pemko Products; ASSA ABLOY Architectural Door Accessories (PE).
  3. Reese Enterprises, Inc. (RE).

## 2.10 FABRICATION

- A. Fasteners: Provide door hardware manufactured to comply with published templates generally prepared for machine, wood, and sheet metal screws. Provide screws according to manufacturers recognized installation standards for application intended.

## 2.11 FINISHES

- A. Standard: Designations used in the Hardware Sets and elsewhere indicate hardware finishes complying with ANSI/BHMA A156.18, including coordination with traditional U.S. finishes indicated by certain manufacturers for their products.
- B. Provide quality of finish, including thickness of plating or coating (if any), composition, hardness, and other qualities complying with manufacturer's standards, but in no case less than specified by referenced standards for the applicable units of hardware
- C. Protect mechanical finishes on exposed surfaces from damage by applying a strippable, temporary protective covering before shipping.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine scheduled openings, with Installer present, for compliance with requirements for installation tolerances, labeled fire door assembly construction, wall and floor construction, and other conditions affecting performance.
- B. Notify architect of any discrepancies or conflicts between the door schedule, door types, drawings and scheduled hardware. Proceed only after such discrepancies or conflicts have been resolved in writing.

### 3.2 PREPARATION

- A. Hollow Metal Frames: Comply with ANSI/DHI A115 series.
- B. Wood Doors: Comply with ANSI/DHI A115-W series.

### 3.3 INSTALLATION

- A. Install each item of mechanical and electromechanical hardware and access control equipment to comply with manufacturer's written instructions and according to specifications.
  - 1. Installers are to be trained and certified by the manufacturer on the proper installation and adjustment of fire, life safety, and security products including: hanging devices; locking devices; closing devices; and seals.
- B. Mounting Heights: Mount door hardware units at heights indicated in following applicable publications, unless specifically indicated or required to comply with governing regulations:
  - 1. Standard Steel Doors and Frames: DHI's "Recommended Locations for Architectural Hardware for Standard Steel Doors and Frames."
  - 2. Wood Doors: DHI WDHS.3, "Recommended Locations for Architectural Hardware for Wood Flush Doors."



3. Where indicated to comply with accessibility requirements, comply with ANSI A117.1 "Accessibility Guidelines for Buildings and Facilities."
  4. Provide blocking in drywall partitions where wall stops or other wall mounted hardware is located.
- C. Retrofitting: Install door hardware to comply with manufacturer's published templates and written instructions. Where cutting and fitting are required to install door hardware onto or into surfaces that are later to be painted or finished in another way, coordinate removal, storage, and reinstallation of surface protective trim units with finishing work specified in Division 9 Sections. Do not install surface-mounted items until finishes have been completed on substrates involved.
- D. Thresholds: Set thresholds for exterior and acoustical doors in full bed of sealant complying with requirements specified in Division 7 Section "Joint Sealants."
- E. Storage: Provide a secure lock up for hardware delivered to the project but not yet installed. Control the handling and installation of hardware items so that the completion of the work will not be delayed by hardware losses before and after installation.

### 3.4 FIELD QUALITY CONTROL

- A. Field Inspection (Punch Report): Reference Division 01 Sections "Closeout Procedures" and "Cash Allowances". Produce project punch report for each installed door opening indicating compliance with approved submittals and verification hardware is properly installed, operating and adjusted. Include list of items to be completed and corrected, indicating the reasons or deficiencies causing the Work to be incomplete or rejected.
1. Organization of List: Include separate Door Opening and Deficiencies and Corrective Action Lists organized by Mark, Opening Remarks and Comments, and related Opening Images and Video Recordings.
  2. Submit documentation of incomplete items in the following formats:
    - a. PDF electronic file.
    - b. Electronic formatted file integrated with the Openings Studio™ door opening management software platform.

### 3.5 ADJUSTING

- A. Initial Adjustment: Adjust and check each operating item of door hardware and each door to ensure proper operation or function of every unit. Replace units that cannot be adjusted to operate as intended. Adjust door control devices to compensate for final operation of heating and ventilating equipment and to comply with referenced accessibility requirements.

### 3.6 CLEANING AND PROTECTION

- A. Protect all hardware stored on construction site in a covered and dry place. Protect exposed hardware installed on doors during the construction phase. Install any and all hardware at the latest possible time frame.

- B. Clean adjacent surfaces soiled by door hardware installation.
- C. Clean operating items as necessary to restore proper finish. Provide final protection and maintain conditions that ensure door hardware is without damage or deterioration at time of owner occupancy.

3.7 DEMONSTRATION

- A. Instruct Owner's maintenance personnel to adjust, operate, and maintain mechanical and electromechanical door hardware.

3.8 DOOR HARDWARE SETS

- A. The hardware sets represent the design intent and direction of the owner and architect. They are a guideline only and should not be considered a detailed hardware schedule. Discrepancies, conflicting hardware and missing items should be brought to the attention of the architect with corrections made prior to the bidding process. Omitted items not included in a hardware set should be scheduled with the appropriate additional hardware required for proper application and functionality.
  1. Quantities listed are for each pair of doors, or for each single door.
  2. The supplier is responsible for handling and sizing all products.
  3. Where multiple options for a piece of hardware are given in a single line item, the supplier shall provide the appropriate application for the opening.
  4. At existing openings with new hardware the supplier shall field inspect existing conditions prior to the submittal stage to verify the specified hardware will work as required. Provide alternate solutions and proposals as needed.

**Hardware Sets**

**Set: 1.0**

Door: 202

3 Hinge, Full Mortise	TA2714 FT	US26D	MK
1 Entrance Lock	UCR3 8807RL A620	626	YA
1 Surface Closer	(PR) 7500 (Reg or PA) (brackets and drop plate as required)	689	NO
1 Kick Plate	K1050 10" high BEV CSK	US32D	RO
1 Floor Stop	RM851	US32D	RO
3 Silencer	608		RO

**Set: 2.0**

Doors: 202G, 202H

3 Hinge, Full Mortise	TA2714 FT	US26D	MK
1 Entrance Lock	UCR3 8807RL A620	626	YA
1 Automatic Door Bottom Seal	411APKL		PE
1 Gasketing	S88BL (Head & Jambs)		PE

**Set: 3.0**

Doors: 202A, 202B, 202C, 202D, 202E, 202F

1 Cylinder Core	Compatible with Lockset and Key System.		
1 Wall/ Floor Stop	RM861 / RM850	US32D	RO
Balance of hardware by door manufacturer.			

END OF SECTION 087100

## SECTION 088000 - GLAZING

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Glass products.
2. Glazing sealants.
3. Glazing tapes.
4. Miscellaneous glazing materials.

##### B. Related Requirements:

1. Section 084126.23 "Interior All-Glass Entrances."

#### 1.2 DEFINITIONS

- A. Glass Manufacturers: Firms that produce primary glass, fabricated glass, or both, as defined in referenced glazing publications.
- B. Glass Thicknesses: Indicated by thickness designations in millimeters in accordance with ASTM C1036.
- C. IBC: International Building Code.

#### 1.3 COORDINATION

- A. Coordinate glazing channel dimensions to provide necessary bite on glass, minimum edge and face clearances, and adequate sealant thicknesses, with reasonable tolerances to achieve proper safety margins for glazing retention under each design load case, load case combination, and service condition.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Product Certificates: For glass.
- B. Sample Warranties: For special warranties.

## 1.6 QUALITY ASSURANCE

- A. Glass Testing Agency Qualifications: A qualified independent testing agency accredited according to the NFRC CAP 1 Certification Agency Program.

## 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Protect glazing materials in accordance with manufacturer's written instructions. Prevent damage to glass and glazing materials from condensation, temperature changes, direct exposure to sun, or other causes.
- B. Comply with insulating-glass manufacturer's written instructions for venting and sealing units to avoid hermetic seal ruptures due to altitude change.

## 1.8 FIELD CONDITIONS

- A. Environmental Limitations: Do not proceed with glazing when ambient and substrate temperature conditions are outside limits permitted by glazing material manufacturers and when glazing channel substrates are wet from rain, frost, condensation, or other causes.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Source Limitations for Glazing Accessories: For each product and installation method, obtain from single source from single manufacturer.

### 2.2 PERFORMANCE REQUIREMENTS

- A. Safety Glazing: Where safety glazing is indicated, provide glazing that complies with 16 CFR 1201, Category II.

### 2.3 GLASS PRODUCTS, GENERAL

- A. Glazing Publications: Comply with published recommendations of glass product manufacturers and organizations below unless more stringent requirements are indicated. See these publications for glazing terms not otherwise defined in this Section or in referenced standards.
  - 1. NGA Publications: "Glazing Manual."
- B. Safety Glazing Labeling: Where safety glazing is indicated, permanently mark glazing with certification label of the SGCC. Label shall indicate manufacturer's name, type of glass, thickness, and safety glazing standard with which glass complies.
- C. Thickness: Where glass thickness is indicated, it is a minimum. Provide glass that complies with performance requirements and is not less than thickness indicated.

## 2.4 GLASS PRODUCTS

- A. Fully Tempered Float Glass: ASTM C1048, Kind FT (fully tempered), Condition A (uncoated) unless otherwise indicated, Type I, Class 1 (clear) or Class 2 (tinted) as indicated, Quality-Q3.
  - 1. Fabrication Process: By horizontal (roller-hearth) process with roll-wave distortion parallel to bottom edge of glass as installed unless otherwise indicated.

## 2.5 GLAZING TAPES

- A. Back-Bedding Mastic Glazing Tapes: Preformed, butyl-based, 100 percent solids elastomeric tape; nonstaining and nonmigrating in contact with nonporous surfaces; with or without spacer rod as recommended in writing by tape and glass manufacturers for application indicated; and complying with ASTM C1281 and AAMA 800 for products indicated below:
  - 1. AAMA 804.3 tape, where indicated.
  - 2. AAMA 806.3 tape, for glazing applications in which tape is subject to continuous pressure.
  - 3. AAMA 807.3 tape, for glazing applications in which tape is not subject to continuous pressure.
- B. Expanded Cellular Glazing Tapes: Closed-cell, PVC foam tapes; factory coated with adhesive on both surfaces; and complying with AAMA 800 for the following types:
  - 1. AAMA 810.1, Type 1, for glazing applications in which tape acts as primary sealant.
  - 2. AAMA 810.1, Type 2, for glazing applications in which tape is used in combination with a full bead of liquid sealant.

## 2.6 MISCELLANEOUS GLAZING MATERIALS

- A. General: Provide products of material, size, and shape complying with referenced glazing standard, recommended in writing by manufacturers of glass and other glazing materials for application indicated, and with a proven record of compatibility with surfaces contacted in installation.
- B. Cleaners, Primers, and Sealers: Types recommended by sealant or gasket manufacturer.
- C. Setting Blocks:
  - 1. Type recommended in writing by sealant or glass manufacturer.
- D. Spacers:
  - 1. Type recommended in writing by sealant or glass manufacturer.
- E. Edge Blocks:
  - 1. Type recommended in writing by sealant or glass manufacturer.

## 2.7 FABRICATION OF GLAZING UNITS

- A. Fabricate glazing units in sizes required to fit openings indicated for Project, with edge and face clearances, edge and surface conditions, and bite complying with written instructions of product manufacturer and referenced glazing publications, to comply with system performance requirements.
- B. Clean-cut or flat-grind vertical edges of butt-glazed monolithic lites to produce square edges with slight chamfers at junctions of edges and faces.
- C. Grind smooth and polish exposed glass edges and corners.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine framing, glazing channels, and stops, with Installer present, for compliance with the following:
  - 1. Manufacturing and installation tolerances, including those for size, squareness, and offsets at corners.
  - 2. Minimum required face and edge clearances.
  - 3. Effective sealing between joints of glass-framing members.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Clean glazing channels and other framing members receiving glass immediately before glazing. Remove coatings not firmly bonded to substrates.
- B. Examine glazing units to locate exterior and interior surfaces. Label or mark units as needed so that exterior and interior surfaces are readily identifiable. Do not use materials that leave visible marks in the completed Work.

### 3.3 GLAZING, GENERAL

- A. Comply with combined written instructions of manufacturers of glass, sealants, gaskets, and other glazing materials, unless more stringent requirements are indicated, including those in referenced glazing publications.
- B. Protect glass edges from damage during handling and installation. Remove damaged glass from Project site and legally dispose of off Project site. Damaged glass includes glass with edge damage or other imperfections that, when installed, could weaken glass, impair performance, or impair appearance.

- C. Install setting blocks in sill rabbets, sized and located to comply with referenced glazing publications, unless otherwise required by glass manufacturer. Set blocks in thin course of compatible sealant suitable for heel bead.
- D. Do not exceed edge pressures stipulated by glass manufacturers for installing glass lites.
- E. Provide spacers for glass lites where length plus width is larger than 50 inches.
  - 1. Locate spacers directly opposite each other on both inside and outside faces of glass. Install correct size and spacing to preserve required face clearances, unless gaskets and glazing tapes are used that have demonstrated ability to maintain required face clearances and to comply with system performance requirements.
  - 2. Provide 1/8-inch- minimum bite of spacers on glass and use thickness equal to sealant width. With glazing tape, use thickness slightly less than final compressed thickness of tape.
- F. Provide edge blocking where indicated or needed to prevent glass lites from moving sideways in glazing channel, as recommended in writing by glass manufacturer and in accordance with requirements in referenced glazing publications.
- G. Set glass lites in each series with uniform pattern, draw, bow, and similar characteristics.

### 3.4 TAPE GLAZING

- A. Position tapes on fixed stops so that, when compressed by glass, their exposed edges are flush with or protrude slightly above sightline of stops.
- B. Install tapes continuously, but not necessarily in one continuous length. Do not stretch tapes to make them fit opening.
- C. Cover vertical framing joints by applying tapes to heads and sills first, then to jambs. Cover horizontal framing joints by applying tapes to jambs, then to heads and sills.
- D. Place joints in tapes at corners of opening with adjoining lengths butted together, not lapped. Seal joints in tapes with compatible sealant approved by tape manufacturer.
- E. Do not remove release paper from tape until right before each glazing unit is installed.
- F. Apply heel bead of elastomeric sealant.
- G. Center glass lites in openings on setting blocks, and press firmly against tape by inserting dense compression gaskets formed and installed to lock in place against faces of removable stops. Start gasket applications at corners and work toward centers of openings.

### 3.5 CLEANING AND PROTECTION

- A. Immediately after installation, remove nonpermanent labels and clean surfaces.
- B. Protect glass from contact with contaminating substances resulting from construction operations. Examine glass surfaces adjacent to or below exterior concrete and other masonry



surfaces at frequent intervals during construction, but not less than once a month, for buildup of dirt, scum, alkaline deposits, or stains.

1. If, despite such protection, contaminating substances do contact with glass, remove substances immediately as recommended in writing by glass manufacturer. Remove and replace glass that cannot be cleaned without damage to coatings.
- C. Remove and replace glass that is damaged during construction period.
- D. Wash glass on both exposed surfaces not more than four days before date scheduled for inspections that establish date of Substantial Completion. Wash glass as recommended in writing by glass manufacturer.

### 3.6 MONOLITHIC GLASS SCHEDULE

- A. Clear Glass Type: Fully tempered float glass.
1. Minimum Thickness: 6 mm.
  2. Safety glazing required.

END OF SECTION 088000

## SECTION 092216 - NON-STRUCTURAL METAL FRAMING

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Non-load-bearing steel framing systems for interior partitions.
2. Suspension systems for interior ceilings and soffits.
3. Grid suspension systems for gypsum board ceilings.

#### 1.2 ACTION SUBMITTALS

##### A. Product Data: For each type of product.

#### 1.3 INFORMATIONAL SUBMITTALS

- ##### A. Product Certificates: For each type of code-compliance certification for studs and tracks.
- ##### B. Evaluation Reports: For embossed, high-strength steel studs and tracks, post-installed anchors and power-actuated fasteners, from ICC-ES or other qualified testing agency acceptable to authorities having jurisdiction.

#### 1.4 QUALITY ASSURANCE

- ##### A. Code-Compliance Certification of Studs and Tracks: Provide documentation that framing members are certified according to the product-certification program of the Certified Steel Stud Association, the Steel Framing Industry Association, the Steel Stud Manufacturers Association or the Supreme Steel Framing System Association.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- ##### A. Notify manufacturer of damaged materials received prior to installation.
- ##### B. Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.
- ##### C. Protect cold-formed metal framing from corrosion, deformation, and other damage during delivery, storage, and handling as required by AISI S202, "Code of Standard Practice for Cold-Formed Steel Structural Framing."

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated on Drawings, according to ASTM E90 and classified according to ASTM E413 by an independent testing agency.
- A. Horizontal Deflection: For wall assemblies, limited to 1/240 of the wall height based on horizontal loading of 5 lbf/sq. ft..
- B. Design framing systems in accordance with AISI S220, "North American Specification for the Design of Cold-Formed Steel Framing - Nonstructural Members," unless otherwise indicated.
- C. Design Loads: As indicated on architectural Drawings or 5 lbf/sq. ft. minimum as required by the IBC.

### 2.2 FRAMING SYSTEMS

- A. Framing Members, General: Comply with AISI S220 and ASTM C645, Section 10 for conditions indicated.
  - 1. Steel Sheet Components: Comply with AISI S220 and ASTM C645, Section 10 requirements for metal unless otherwise indicated
  - 2. Protective Coating: Comply with AISI S220; ASTM A653/A653M, G40; or coating with equivalent corrosion resistance. Galvannealed products are unacceptable.
    - a. Coating demonstrates equivalent corrosion resistance with an evaluation report acceptable to authorities having jurisdiction.
- B. Studs and Track: AISI S220 and ASTM C645, Section 10.
  - 1. Basis-of-Design Product: Subject to compliance with requirements, provide ClarkDietrich; Trakloc Drywall Framing or a comparable product by one of the following:
    - a. MRI Steel Framing, LLC.
    - b. Marino\WARE.
    - c. SCAFCO Steel Stud Company.
    - d. Steel Network, Inc. (The).
  - 2. Minimum Base-Steel Thickness: As required by performance requirements for horizontal deflection.
  - 3. Depth: As indicated on Drawings.
- C. Embossed, High Strength Steel Studs and Tracks: Roll-formed and embossed with surface deformations to stiffen the framing members so that they are structurally comparable to conventional ASTM C645 steel studs and tracks.

1. Basis-of-Design Product: Subject to compliance with requirements, provide ClarkDietrich ; ProSTUD Drywall Framing. or a comparable product by one of the following:
  - a. MBA Building Supplies.
  - b. Marino\WARE.
  - c. SCAFCO Steel Stud Company.
  - d. Steel Network, Inc. (The).
  
- D. Slip-Type Head Joints: Where indicated, provide one of the following:
  1. Deflection Track: Steel sheet top track manufactured to prevent cracking of finishes applied to interior partition framing resulting from deflection of structure above; in thickness not less than indicated for studs and in width to accommodate depth of studs.
    - a. Basis-of-Design Product: Subject to compliance with requirements, provide ClarkDietrich ; MaxTrak Slotted Deflection Track. or a comparable product by one of the following:
      - 1) MBA Building Supplies.
      - 2) Marino\WARE.
      - 3) SCAFCO Steel Stud Company.
      - 4) Steel Network, Inc. (The).
  
- E. Flat Strap and Backing Plate: Steel sheet for blocking and bracing in length and width indicated.
  1. Basis-of-Design Product: Subject to compliance with requirements, provide ClarkDietrich; Backer Bar or a comparable product by one of the following:
    - a. MBA Building Supplies.
    - b. Marino\WARE.
    - c. SCAFCO Steel Stud Company.
    - d. Steel Network, Inc. (The).
  2. Minimum Base-Steel Thickness: 0.0296 inch.
  
- F. Cold-Rolled Channel Bridging: Steel, 0.0538-inch minimum base-steel thickness, with minimum 1/2-inch- wide flanges.
  1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
    - a. ClarkDietrich.
    - b. MBA Building Supplies.
    - c. MRI Steel Framing, LLC.
    - d. Marino\WARE.
    - e. SCAFCO Steel Stud Company.
    - f. Steel Construction Systems.
  2. Depth: 1-1/2 inches.
  3. Clip Angle: Not less than 1-1/2 by 1-1/2 inches, 0.068-inch- thick, galvanized steel.

G. Hat-Shaped, Rigid Furring Channels: ASTM C645.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
  - a. ClarkDietrich.
  - b. Jaimes Industries.
  - c. MBA Building Supplies.
  - d. MRI Steel Framing, LLC.
  - e. Marino\WARE.
  - f. SCAFCO Steel Stud Company.
  - g. Steel Construction Systems.
2. Minimum Base-Steel Thickness: 0.0179 inch.
3. Depth: 7/8 inch.

2.3 SUSPENSION SYSTEMS

- A. Tie Wire: ASTM A641/A641M, Class 1 zinc coating, soft temper, 0.062-inch- diameter wire, or double strand of 0.048-inch- diameter wire.
- B. Hanger Attachments to Concrete:
  1. Post-Installed Anchors: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC01, AC193, AC58 or AC308 as appropriate for the substrate.
    - a. Uses: Securing hangers to structure.
    - b. Material for Interior Locations: Carbon-steel components zinc-plated to comply with ASTM B633 or ASTM F1941, Class Fe/Zn 5, unless otherwise indicated.
  2. Power-Actuated Anchors: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.
- C. Wire Hangers: ASTM A641/A641M, Class 1 zinc coating, soft temper, 0.16 inch in diameter.
- D. Furring Channels (Furring Members):
  1. Embossed, High-Strength Steel Studs and Tracks: ASTM C645.
    - a. Minimum Base-Steel Thickness: 0.0147 inch.
    - b. Depth: As indicated on Drawings.
- E. Grid Suspension System for Gypsum Board Ceilings: ASTM C645, direct-hung system composed of main beams and cross-furring members that interlock.
  1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Armstrong Ceiling & Wall Solutions; Drywall Grid Systems.

- b. Certainteed; SAINT-GOBAIN; Grid Suspension System For Gypsum Board Ceilings.
- c. Rockfon; ROCKWOOL International; NON-STRUCTURAL METAL FRAMING.
- d. USG Corporation; Wall-to-Wall Drywall Suspension System.

## 2.4 AUXILIARY MATERIALS

- A. General: Provide auxiliary materials that comply with referenced installation standards.
  - 1. Fasteners for Steel Framing: Of type, material, size, corrosion resistance, holding power, and other properties required to fasten steel members to substrates.
- B. Isolation Strip at Exterior Walls: Provide one of the following:
  - 1. Asphalt-Saturated Organic Felt: ASTM D226/D226M, Type I (No. 15 asphalt felt), nonperforated.
  - 2. Foam Gasket: Adhesive-backed, closed-cell vinyl foam strips that allow fastener penetration without foam displacement, 1/8 inch thick, in width to suit steel stud size.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and substrates, with Installer present, and including welded hollow-metal frames, cast-in anchors, and structural framing, for compliance with requirements and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Suspended Assemblies: Coordinate installation of suspension systems with installation of overhead structure to ensure that inserts and other provisions for anchorages to building structure have been installed to receive hangers at spacing required to support the Work and that hangers will develop their full strength.
  - 1. Furnish concrete inserts and other devices indicated to other trades for installation in advance of time needed for coordination and construction.
- B. Coordination with Sprayed Fire-Resistive Materials:
  - 1. Before sprayed fire-resistive materials are applied, attach offset anchor plates or ceiling tracks to surfaces indicated to receive sprayed fire-resistive materials. Where offset anchor plates are required, provide continuous plates fastened to building structure not more than 24 inches o.c.
  - 2. After sprayed fire-resistive materials are applied, remove them only to extent necessary for installation of non-load-bearing steel framing. Do not reduce thickness of fire-

resistive materials below that are required for fire-resistance ratings indicated. Protect adjacent fire-resistive materials from damage.

### 3.3 INSTALLATION, GENERAL

- A. Installation Standard: ASTM C754.
  - 1. Gypsum Board Assemblies: Also comply with requirements in ASTM C840 that apply to framing installation.
- B. Install framing and accessories plumb, square, and true to line, with connections securely fastened.
- C. Install supplementary framing, and blocking to support fixtures, equipment services, heavy trim, grab bars, toilet accessories, furnishings, or similar construction.
- D. Install bracing at terminations in assemblies.
- E. Do not bridge building control and expansion joints with non-load-bearing steel framing members. Frame both sides of joints independently.

### 3.4 INSTALLING FRAMED ASSEMBLIES

- A. Install framing system components according to spacings indicated, but not greater than spacings required by referenced installation standards for assembly types.
- B. Where studs are installed directly against exterior masonry walls or dissimilar metals at exterior walls, install isolation strip between studs and exterior wall.
- C. Install studs so flanges within framing system point in same direction.
- D. Install tracks at floors and overhead supports. Extend framing full height to structural supports or substrates above suspended ceilings except where partitions are indicated to terminate at suspended ceilings. Continue framing around ducts that penetrate partitions above ceiling.
  - 1. Slip-Type Head Joints: Where framing extends to overhead structural supports, install to produce joints at tops of framing systems that prevent axial loading of finished assemblies.
  - 2. Door Openings: Screw vertical studs at jambs to jamb anchor clips on door frames; install track section (for cripple studs) at head and secure to jamb studs.
    - a. Install two studs at each jamb unless otherwise indicated.
    - b. Install cripple studs at head adjacent to each jamb stud, with a minimum 1/2-inch clearance from jamb stud to allow for installation of control joint in finished assembly.
    - c. Extend jamb studs through suspended ceilings and attach to underside of overhead structure.
  - 3. Other Framed Openings: Frame openings other than door openings the same as required for door openings unless otherwise indicated. Install framing below sills of openings to match framing required above door heads.

4. Sound-Rated Partitions: Install framing to comply with sound-rated assembly indicated.
5. Curved Partitions:
  - a. Bend track to uniform curve and locate straight lengths so they are tangent to arcs.
  - b. Begin and end each arc with a stud, and space intermediate studs equally along arcs. On straight lengths of no fewer than two studs at ends of arcs, place studs 6 inches o.c.
- E. Direct Furring:
  1. Screw to wood framing.
  2. Attach to concrete or masonry with stub nails, screws designed for masonry attachment, or powder-driven fasteners spaced 24 inches o.c.
- F. Installation Tolerance: Install each framing member so fastening surfaces vary not more than 1/8 inch from the plane formed by faces of adjacent framing.

### 3.5 INSTALLING CEILING SUSPENSION SYSTEMS

- A. Install suspension system components according to spacings indicated, but not greater than spacings required by referenced installation standards for assembly types.
- B. Isolate suspension systems from building structure where they abut or are penetrated by building structure to prevent transfer of loading imposed by structural movement.
- C. Suspend hangers from building structure as follows:
  1. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum that are not part of supporting structural or suspension system.
    - a. Splay hangers only where required to miss obstructions and offset resulting horizontal forces by bracing, countersplaying, or other equally effective means.
  2. Where width of ducts and other construction within ceiling plenum produces hanger spacings that interfere with locations of hangers required to support standard suspension system members, install supplemental suspension members and hangers in the form of trapezes or equivalent devices.
    - a. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced installation standards.
  3. Wire Hangers: Secure by looping and wire tying, either directly to structures or to inserts, eye screws, or other devices and fasteners that are secure and appropriate for substrate, and in a manner that will not cause hangers to deteriorate or otherwise fail.
  4. Do not attach hangers to steel roof deck.
  5. Do not attach hangers to rolled-in hanger tabs of composite steel floor deck.
  6. Do not connect or suspend steel framing from ducts, pipes, or conduit.



- D. Grid Suspension Systems: Attach perimeter wall track or angle where grid suspension systems meet vertical surfaces. Mechanically join main beam and cross-furring members to each other and butt-cut to fit into wall track.
- E. Installation Tolerances: Install suspension systems that are level to within 1/8 inch in 12 feet measured lengthwise on each member that will receive finishes and transversely between parallel members that will receive finishes.

END OF SECTION 092216

## SECTION 092900 - GYPSUM BOARD

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Interior gypsum board.

##### B. Related Requirements:

1. Section 079219 "Acoustical Joint Sealants" for acoustical joint sealants installed in gypsum board assemblies.
2. Section 092216 "Non-Structural Metal Framing" for non-structural steel framing and suspension systems that support gypsum board panels.

#### 1.2 ACTION SUBMITTALS

##### A. Product Data: For the following:

1. Gypsum board, Type X.
2. Gypsum ceiling board.
3. Interior trim.
4. Joint treatment materials.
5. Sound-attenuation blankets.

#### 1.3 DELIVERY, STORAGE AND HANDLING

- ##### A.
- Store materials inside under cover and keep them dry and protected against weather, condensation, direct sunlight, construction traffic, and other potential causes of damage. Stack panels flat and supported on risers on a flat platform to prevent sagging.

#### 1.4 FIELD CONDITIONS

- ##### A.
- Environmental Limitations: Comply with ASTM C840 requirements or gypsum board manufacturer's written instructions, whichever are more stringent.
- ##### B.
- Do not install paper-faced gypsum panels until installation areas are enclosed and conditioned.
- ##### C.
- Do not install panels that are wet, moisture damaged, and mold damaged.
1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
  2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E90 and classified according to ASTM E413 by an independent testing agency.

### 2.2 GYPSUM BOARD, GENERAL

- A. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

### 2.3 INTERIOR GYPSUM BOARD

- A. Gypsum Board, Type X: ASTM C1396/C1396M.

- 1. Products: Subject to compliance with requirements, provide one of the following:

- a. Certainteed; SAINT-GOBAIN; CertainTeed Type X Gypsum Board.
- b. Gold Bond Building Products, LLC provided by National Gypsum Company; Gold Bond® Fire-Shield® Gypsum Board.
- c. USG Corporation; USG Sheetrock® Brand Firecode® X Gypsum Panels.

- 2. Thickness: 5/8 inch.

- 3. Long Edges: Tapered.

- B. Gypsum Ceiling Board: ASTM C1396/C1396M.

- 1. Products: Subject to compliance with requirements, provide one of the following:

- a. Certainteed; SAINT-GOBAIN; CertainTeed Interior Ceiling Gypsum Board.
- b. Gold Bond Building Products, LLC provided by National Gypsum Company; Gold Bond® High Strength LITE® Gypsum Board.
- c. USG Corporation; USG Sheetrock® UltraLight Panels.

- 2. Thickness: 1/2 inch.

- 3. Long Edges: Tapered.

### 2.4 TRIM ACCESSORIES

- A. Interior Trim: ASTM C1047.

- 1. Material: Paper-faced galvanized-steel sheet.

- 2. Shapes:

- a. Cornerbead.

- b. LC-Bead: J-shaped; exposed long flange receives joint compound.

## 2.5 JOINT TREATMENT MATERIALS

- A. General: Comply with ASTM C475/C475M.
- B. Joint Tape:
  - 1. Interior Gypsum Board: Paper.
- C. Joint Compound for Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.
  - 1. Prefilling: At open joints and damaged surface areas, use setting-type taping compound.
  - 2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use setting-type taping compound.
    - a. Use setting-type compound for installing paper-faced metal trim accessories.
  - 3. Fill Coat: For second coat, use drying-type, all-purpose compound.
  - 4. Finish Coat: For third coat, use drying-type, all-purpose compound.

## 2.6 AUXILIARY MATERIALS

- A. Provide auxiliary materials that comply with referenced installation standards and manufacturer's written instructions.
- B. Steel Drill Screws: ASTM C1002 unless otherwise indicated.
  - 1. Use screws complying with ASTM C954 for fastening panels to steel members from 0.033 to 0.112 inch thick.
  - 2. For fastening cementitious backer units, use screws of type and size recommended by panel manufacturer.
- C. Sound-Attenuation Blankets: ASTM C665, Type I (blankets without membrane facing) produced by combining thermosetting resins with mineral fibers manufactured from glass, slag wool, or rock wool.
- D. Acoustical Sealant: As specified in Section 079219 "Acoustical Joint Sealants."

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and substrates including welded hollow-metal frames and support framing, with Installer present, for compliance with requirements and other conditions affecting performance of the Work.
- B. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.

- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION AND FINISHING OF PANELS, GENERAL

- A. Comply with ASTM C840.
- B. Install ceiling panels across framing to minimize the number of abutting end joints and to avoid abutting end joints in central area of each ceiling. Stagger abutting end joints of adjacent panels not less than one framing member.
- C. Install panels with face side out. Butt panels together for a light contact at edges and ends with not more than 1/16 inch of open space between panels. Do not force into place.
- D. Locate edge and end joints over supports, except in ceiling applications where intermediate supports or gypsum board back-blocking is provided behind end joints. Do not place tapered edges against cut edges or ends. Stagger vertical joints on opposite sides of partitions. Do not make joints other than control joints at corners of framed openings.
- E. Form control and expansion joints with space between edges of adjoining gypsum panels.
- F. Cover both faces of support framing with gypsum panels in concealed spaces (above ceilings, etc.), except in chases braced internally.
  - 1. Unless concealed application is indicated or required for sound, fire, air, or smoke ratings, coverage may be accomplished with scraps of not less than 8 sq. ft. in area.
  - 2. Fit gypsum panels around ducts, pipes, and conduits.
  - 3. Where partitions intersect structural members projecting below underside of floor/roof slabs and decks, cut gypsum panels to fit profile formed by structural members; allow 1/4- to 3/8-inch- wide joints to install sealant.
- G. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments. Provide 1/4- to 1/2-inch- wide spaces at these locations and trim edges with edge trim where edges of panels are exposed. Seal joints between edges and abutting structural surfaces with acoustical sealant.
- H. Attachment to Steel Framing: Attach panels so leading edge or end of each panel is attached to open (unsupported) edges of stud flanges first.
- I. STC-Rated Assemblies: Seal construction at perimeters, behind control joints, and at openings and penetrations with a continuous bead of acoustical sealant. Install acoustical sealant at both faces of partitions at perimeters and through penetrations. Comply with ASTM C919 and with manufacturer's written instructions for locating edge trim and closing off sound-flanking paths around or through assemblies, including sealing partitions above acoustical ceilings.
- J. Install sound attenuation blankets before installing gypsum panels unless blankets are readily installed after panels have been installed on one side.

### 3.3 INSTALLATION OF INTERIOR GYPSUM BOARD

- A. Install interior gypsum board in the following locations:

1. Type X: As indicated on Drawings.
2. Ceiling Type: Ceiling surfaces.

B. Single-Layer Application:

1. On ceilings, apply gypsum panels before wall/partition board application to greatest extent possible and at right angles to framing unless otherwise indicated.
2. On partitions/walls, apply gypsum panels vertically (parallel to framing) unless otherwise indicated or required by fire-resistance-rated assembly, and minimize end joints.
  - a. Stagger abutting end joints not less than one framing member in alternate courses of panels.
  - b. At stairwells and other high walls, install panels horizontally unless otherwise indicated or required by fire-resistance-rated assembly.
3. Fastening Methods: Apply gypsum panels to supports with steel drill screws.

### 3.4 INSTALLATION OF TRIM ACCESSORIES

- A. General: For trim with back flanges intended for fasteners, attach to framing with same fasteners used for panels. Otherwise, attach trim according to manufacturer's written instructions.
- B. Interior Trim: Install in the following locations:
  1. Cornerbead: Use at outside corners unless otherwise indicated.
  2. LC-Bead: Use at exposed panel edges.

### 3.5 FINISHING GYPSUM BOARD

- A. General: Treat gypsum board joints, interior angles, edge trim, control joints, penetrations, fastener heads, surface defects, and elsewhere as required to prepare gypsum board surfaces for decoration. Promptly remove residual joint compound from adjacent surfaces.
- B. Prefill open joints and damaged surface areas.
- C. Apply joint tape over gypsum board joints, except for trim products specifically indicated as not intended to receive tape.
- D. Gypsum Board Finish Levels: Finish panels to levels indicated below and according to ASTM C840:
  1. Level 1: Ceiling plenum areas, concealed areas, and where indicated.
  2. Level 4: At panel surfaces that will be exposed to view unless otherwise indicated.
    - a. Primer and its application to surfaces are specified in Section 099123 "Interior Painting."

### 3.6 PROTECTION

- A. Protect adjacent surfaces from drywall compound and promptly remove from floors and other non-drywall surfaces. Repair surfaces stained, marred, or otherwise damaged during drywall application.
- B. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.
- C. Remove and replace panels that are wet, moisture damaged, and mold damaged.
  - 1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
  - 2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

END OF SECTION 092900

## SECTION 095113 - ACOUSTICAL PANEL CEILINGS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section includes acoustical panels and exposed suspension systems for interior ceilings.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Samples: For each exposed product and for each color and texture specified, 6 inches in size.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Reflected ceiling plans, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:
  - 1. Ceiling suspension-system members.
  - 2. Structural members to which suspension systems will be attached.
  - 3. Method of attaching hangers to building structure.
    - a. Furnish layouts for cast-in-place anchors, clips, and other ceiling attachment devices whose installation is specified in other Sections.
  - 4. Carrying channels or other supplemental support for hanger-wire attachment where conditions do not permit installation of hanger wires at required spacing.
  - 5. Size and location of initial access modules for acoustical panels.
  - 6. Items penetrating finished ceiling and ceiling-mounted items including the following:
    - a. Lighting fixtures.
    - b. Diffusers.
    - c. Grilles.
    - d. Speakers.
    - e. Sprinklers.
    - f. Access panels.
    - g. Perimeter moldings.
  - 7. Minimum Drawing Scale: 1/4 inch = 1 foot.
- B. Qualification Data: For testing agency.



- C. Evaluation Reports: For each acoustical panel ceiling suspension system and anchor and fastener type, from ICC-ES.

#### 1.5 CLOSEOUT SUBMITTALS

- A. Maintenance Data: For finishes to include in maintenance manuals.

#### 1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Acoustical Ceiling Units: Full-size panels equal to 2 percent of quantity installed.
  - 2. Suspension-System Components: Quantity of each exposed component equal to 2 percent of quantity installed.

#### 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Deliver acoustical panels, suspension-system components, and accessories to Project site and store them in a fully enclosed, conditioned space where they will be protected against damage from moisture, humidity, temperature extremes, direct sunlight, surface contamination, and other causes.
- B. Before installing acoustical panels, permit them to reach room temperature and a stabilized moisture content.

#### 1.8 FIELD CONDITIONS

- A. Environmental Limitations: Do not install acoustical panel ceilings until spaces are enclosed and weathertight, wet-work in spaces is complete and dry, work above ceilings is complete, and ambient temperature and humidity conditions are maintained at the levels indicated for Project when occupied for its intended use.
  - 1. Pressurized Plenums: Operate ventilation system for not less than 48 hours before beginning acoustical panel ceiling installation.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURERS

- A. Source Limitations: Obtain each type of acoustical ceiling panel and its supporting suspension system from single source from single manufacturer.

## 2.2 ACOUSTICAL PANELS ACP-1

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Armstrong Ceiling & Wall Solutions; DUNE Acoustical Panels. or a comparable product by one of the following:
  - 1. Certainteed; SAINT-GOBAIN.
  - 2. Rockfon; ROCKWOOL International.
  - 3. USG Corporation.
- B. Acoustical Panel Standard: Provide manufacturer's standard panels according to ASTM E1264 and designated by type, form, pattern, acoustical rating, and light reflectance unless otherwise indicated.
- C. Classification: Provide panels as follows:
  - 1. Type and Form: Type III, mineral base with painted finish; Form 2, water felted.
  - 2. Pattern: CE (perforated, small holes and lightly textured).
- D. Color: White.
- E. Light Reflectance (LR): Not less than 0.80.
- F. Ceiling Attenuation Class (CAC): Not less than 30.
- G. Noise Reduction Coefficient (NRC): Not less than 0.50.
- H. Edge/Joint Detail: Square.
- I. Thickness: 5/8 inch.
- J. Modular Size: As indicated on the drawings.
- K. Antimicrobial Treatment: Manufacturer's standard broad spectrum, antimicrobial formulation that inhibits fungus, mold, mildew, and gram-positive and gram-negative bacteria and showing no mold, mildew, or bacterial growth when tested according to ASTM D3273, ASTM D3274, or ASTM G21 and evaluated according to ASTM D3274 or ASTM G21.

## 2.3 METAL SUSPENSION SYSTEM ACP-1

- A. Products: Subject to compliance with requirements, provide one of the following:
  - 1. Armstrong Ceiling & Wall Solutions; Prelude XL 15/16" Exposed Tee System.
  - 2. Certainteed; SAINT-GOBAIN; 15/16" EZ Stab Classic Aluminum Capped System.
  - 3. Rockfon; ROCKWOOL International; 200 Snap Grid.
  - 4. USG Corporation; Donn Suspension Systems.
- B. Metal Suspension-System Standard: Provide manufacturer's standard, direct-hung, metal suspension system and accessories according to ASTM C635/C635M and designated by type, structural classification, and finish indicated.

- C. Wide-Face, Capped, Double-Web, Steel Suspension System: Main and cross runners roll formed from cold-rolled steel sheet; prepainted, electrolytically zinc coated, or hot-dip galvanized, G30 coating designation; with prefinished 15/16-inch- wide metal caps on flanges.
1. Structural Classification: Intermediate-duty system.
  2. End Condition of Cross Runners: Override (stepped) type.
  3. Face Design: Flat, flush.
  4. Cap Material: Cold-rolled steel or aluminum.
  5. Cap Finish: Painted white.

## 2.4 ACCESSORIES

- A. Attachment Devices: Size for five times the design load indicated in ASTM C635/C635M, Table 1, "Direct Hung," unless otherwise indicated. Comply with seismic design requirements.
1. Anchors in Concrete: Anchors of type and material indicated below, with holes or loops for attaching hangers of type indicated and with capability to sustain, without failure, a load equal to five times that imposed by ceiling construction, as determined by testing according to ASTM E488/E488M or ASTM E1512 as applicable, conducted by a qualified testing and inspecting agency.
    - a. Type: Postinstalled expansion or Postinstalled bonded anchors.
    - b. Corrosion Protection: Carbon-steel components zinc plated according to ASTM B633, Class SC 1 (mild) service condition.
  2. Power-Actuated Fasteners in Concrete: Fastener system of type suitable for application indicated, fabricated from corrosion-resistant materials, with clips or other accessory devices for attaching hangers of type indicated and with capability to sustain, without failure, a load equal to 10 times that imposed by ceiling construction, as determined by testing according to ASTM E1190, conducted by a qualified testing and inspecting agency.
- B. Wire Hangers, Braces, and Ties: Provide wires as follows:
1. Zinc-Coated, Carbon-Steel Wire: ASTM A641/A641M, Class 1 zinc coating, soft temper.
  2. Size: Wire diameter sufficient for its stress at three times hanger design load (ASTM C635/C635M, Table 1, "Direct Hung") will be less than yield stress of wire, but not less than 0.106-inch- diameter wire.
- C. Hanger Rods: Mild steel, zinc coated or protected with rust-inhibitive paint.
- D. Flat Hangers: Mild steel, zinc coated or protected with rust-inhibitive paint.
- E. Angle Hangers: Angles with legs not less than 7/8 inch wide; formed with 0.04-inch- thick, galvanized-steel sheet complying with ASTM A653/A653M, G90 coating designation; with bolted connections and 5/16-inch- diameter bolts.

## 2.5 METAL EDGE MOLDINGS AND TRIM

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Armstrong Ceiling & Wall Solutions.
  - 2. Certainteed; SAINT-GOBAIN.
  - 3. Rockfon; ROCKWOOL International.
  - 4. USG Corporation.
- B. Roll-Formed, Sheet-Metal Edge Moldings and Trim: Type and profile indicated or, if not indicated, manufacturer's standard moldings for edges and penetrations that comply with seismic design requirements; formed from sheet metal of same material, finish, and color as that used for exposed flanges of suspension-system runners.
  - 1. Edge moldings shall fit acoustical panel edge details and suspension systems indicated and match width and configuration of exposed runners unless otherwise indicated.
  - 2. For circular penetrations of ceiling, provide edge moldings fabricated to diameter required to fit penetration exactly.

## 2.6 ALUMINUM CUSTOM TRIM - EXTRUDED

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Armstrong World Industries, Incorporated; Axiom Trim Channel. or a comparable product by one of the following:
  - 1. Gordon Incorporated, Contura Transition.
  - 2. USG Corporation, Compasso Elite Transitions.
- B. Extruded-Aluminum Edge Moldings and Trim: Where indicated, provide manufacturer's extruded-aluminum edge moldings and trim of profile indicated or referenced by manufacturer's designations, including splice plates, corner pieces, and attachment and other clips, complying with seismic design requirements.
  - 1. Baked-Enamel or Powder-Coat Finish: Minimum dry film thickness of 1.5 mils. Comply with ASTM C635/C635M and coating manufacturer's written instructions for cleaning, conversion coating, and applying and baking finish.

## 2.7 ACOUSTICAL SEALANT

- A. Acoustical Sealant: As specified in Section 079219 "Acoustical Joint Sealants."

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, including structural framing to which acoustical panel ceilings attach or abut, with Installer present, for compliance with requirements specified in this and other Sections that affect ceiling installation and anchorage and with requirements

for installation tolerances and other conditions affecting performance of acoustical panel ceilings.

- B. Examine acoustical panels before installation. Reject acoustical panels that are wet, moisture damaged, or mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Measure each ceiling area and establish layout of acoustical panels to balance border widths at opposite edges of each ceiling. Avoid using less-than-half-width panels at borders unless otherwise indicated, and comply with layout shown on reflected ceiling plans.
- B. Layout openings for penetrations centered on the penetrating items.

### 3.3 INSTALLATION

- A. Install acoustical panel ceilings according to ASTM C636/C636M and manufacturer's written instructions.
- B. Suspend ceiling hangers from building's structural members and as follows:
  - 1. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum that are not part of supporting structure or of ceiling suspension system.
  - 2. Splay hangers only where required to miss obstructions; offset resulting horizontal forces by bracing, countersplaying, or other equally effective means.
  - 3. Where width of ducts and other construction within ceiling plenum produces hanger spacings that interfere with location of hangers at spacings required to support standard suspension-system members, install supplemental suspension members and hangers in form of trapezes or equivalent devices.
  - 4. Secure wire hangers to ceiling-suspension members and to supports above with a minimum of three tight turns. Connect hangers directly to structure or to inserts, eye screws, or other devices that are secure and appropriate for substrate and that will not deteriorate or otherwise fail due to age, corrosion, or elevated temperatures.
  - 5. Secure flat, angle, channel, and rod hangers to structure, including intermediate framing members, by attaching to inserts, eye screws, or other devices that are secure and appropriate for both the structure to which hangers are attached and the type of hanger involved. Install hangers in a manner that will not cause them to deteriorate or fail due to age, corrosion, or elevated temperatures.
  - 6. Do not support ceilings directly from permanent metal forms or floor deck. Fasten hangers to cast-in-place hanger inserts, postinstalled mechanical or adhesive anchors, or power-actuated fasteners that extend through forms into concrete.
  - 7. When steel framing does not permit installation of hanger wires at spacing required, install carrying channels or other supplemental support for attachment of hanger wires.
  - 8. Do not attach hangers to steel deck tabs.
  - 9. Do not attach hangers to steel roof deck. Attach hangers to structural members.

10. Space hangers not more than 48 inches o.c. along each member supported directly from hangers unless otherwise indicated; provide hangers not more than 8 inches from ends of each member.
  11. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced standards.
- C. Secure bracing wires to ceiling suspension members and to supports with a minimum of four tight turns. Suspend bracing from building's structural members as required for hangers, without attaching to permanent metal forms, steel deck, or steel deck tabs. Fasten bracing wires into concrete with cast-in-place or postinstalled anchors.
- D. Install edge moldings and trim of type indicated at perimeter of acoustical ceiling area and where necessary to conceal edges of acoustical panels.
1. Apply acoustical sealant in a continuous ribbon concealed on back of vertical legs of moldings before they are installed.
  2. Screw attach moldings to substrate at intervals not more than 16 inches o.c. and not more than 3 inches from ends. Miter corners accurately and connect securely.
  3. Do not use exposed fasteners, including pop rivets, on moldings and trim.
- E. Install suspension-system runners so they are square and securely interlocked with one another. Remove and replace dented, bent, or kinked members.
- F. Install acoustical panels with undamaged edges and fit accurately into suspension-system runners and edge moldings. Scribe and cut panels at borders and penetrations to provide precise fit.
1. Arrange directionally patterned acoustical panels as follows:
    - a. As indicated on reflected ceiling plans.
  2. For square-edged panels, install panels with edges fully hidden from view by flanges of suspension-system runners and moldings.
  3. Paint cut edges of panel remaining exposed after installation; match color of exposed panel surfaces using coating recommended in writing for this purpose by acoustical panel manufacturer.

### 3.4 ERECTION TOLERANCES

- A. Suspended Ceilings: Install main and cross runners level to a tolerance of 1/8 inch in 12 feet, non-cumulative.
- B. Moldings and Trim: Install moldings and trim to substrate and level with ceiling suspension system to a tolerance of 1/8 inch in 12 feet, non-cumulative.

### 3.5 CLEANING

- A. Clean exposed surfaces of acoustical panel ceilings, including trim, edge moldings, and suspension-system members. Comply with manufacturer's written instructions for cleaning and touchup of minor finish damage.
- B. Remove and replace ceiling components that cannot be successfully cleaned and repaired to permanently eliminate evidence of damage.

END OF SECTION 095113

## PART 1 - SECTION 096500 - RESILIENT FLOORING

### 1.1 RELATED DOCUMENTS

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

### 1.2 DESCRIPTION OF WORK

- A. Provide all labor, materials, accessories, equipment and incidentals to complete Resilient Flooring work, as shown and/or specified, including but not necessarily limited to the following:
  - 1. Luxury Vinyl Tile Flooring.
  - 2. Resilient Rubber Wall Base.
  - 3. Resilient Flooring Accessories.
  - 4. Inspection and preparation of subfloors.

### 1.3 QUALITY ASSURANCE

- A. Installer Qualifications: Engage an experienced installer to perform work of this Section who has specialized in installing resilient floor coverings of the type(s) required for this Project and with a record of successful in-service performance and who is certified or approved by the flooring manufacturer.
- B. Source Limitations: Obtain each type, color, and pattern of each type of resilient flooring product specified from one source for each resilient floor covering product with resources to provide products of consistent quality in appearance and physical properties without delaying the Work.
- C. Fire Test Performance: Provide resilient flooring products and accessories that comply with the following fire performance characteristics as determined by testing products per ASTM test method indicated below by UL or another testing and inspecting agency acceptable to authorities having jurisdiction.
  - 1. Critical Radiant Flux: Class II, Not less than 0.22 watts per sq. cm when tested in conformance with ASTM E 648.
  - 2. Smoke Density: Less than 450 in conformance with ASTM E 662.
  - 3. Static Coefficient of Friction: Greater than 0.6 for level surfaces and greater than 0.8 for ramped surfaces in accordance with ASTM D 2047.

### 1.4 SUBMITTALS



- A. Product data: Submit manufacturer's product data, installation instructions, and maintenance recommendations for each type of product specified.
- B. Shop Drawings: Show layout of special tile, special patterns, logos, details and color coding for verification of correct color and pattern locations coordinated with layout on Architectural drawings. Show locations of seams, expansion joints, edges, columns, doorways, enclosing partitions, built-in furniture, cabinets, and cutouts.
- C. Samples for selection purposes of each type of flooring, base and accessory consisting of actual tiles or 6-by-9 inch sections showing full range of colors and patterns available for each type of product indicated for approval and color selection.
- D. Heat-Welding Samples: Submit samples of each heat-welding bead and flooring product, color, and pattern combination required, with seam running lengthwise in the center of a 6-by-9 inch made and applied to a rigid backing by the installer for this project.
- E. Certification by manufacturer of each type of resilient flooring product that products provided for resilient flooring installation comply with local regulations controlling use of volatile organic compounds (VOC's).
- F. Installer Certificates: Signed by the certifying that installers comply with specified requirements.
- G. Maintenance Data: Submit three copies of manufacturer's recommended maintenance practices for each type of resilient flooring product and accessory required.

#### 1.5 DELIVERY, STORAGE AND HANDLING

- A. Deliver resilient flooring and accessory products and installation accessories to the Project site in manufacturer's original unopened cartons and containers each bearing names of product and manufacturer, Project identification, and shipping and handling instructions.
- B. Store and handle materials in strict compliance with manufacturer's recommendations.
- C. Store materials in dry spaces protected from the weather with ambient temperatures maintained between 50 deg F (10 deg C) and 90 deg F (32 deg C) or as otherwise recommended by the manufacturer. Store tiles on flat surfaces. Store rolls upright.
- D. Move resilient products and installation accessories into spaces where they will be installed at least 72 hours in advance of installation.
- E. Deliver Materials sufficiently in advance of installation to condition materials to room temperature prior to installation.

#### 1.6 PROJECT CONDITIONS

- A. Maintain temperature of not less than 70 deg F (21 deg C) or more than 95 deg F (35 deg C) in spaces to receive resilient flooring products for at least 72 hours prior to installation, during installation, and for not less than 72 hours after installation. Subsequently, maintain a temperature of not less than 55 deg F (13 deg C) or more than 95 deg F (35 deg C) in areas where work is completed.

- B. Do not install resilient flooring materials and accessories until they are at the same temperature as the space where they are to be installed.
- C. Maintain relative humidity in spaces to receive resilient flooring products and accessories before, during, and after installation within the range recommended in writing by manufacturer.
- D. Close spaces to traffic during flooring installation and for time period after installation recommended in writing by manufacturer.
- E. Install resilient flooring and accessories after other finishing operations, including painting and ceiling operations, have been completed. Moisture content of concrete slabs and environmental conditions must be within limits recommended by manufacturer of products being installed for sufficient bonding with adhesives as determined by moisture tests.

#### 1.7 ADDITIONAL STOCK

- A. Deliver additional stock to Owner. Furnish additional materials matching products installed, packaged with protective covering for storage and identified with labels clearly describing contents. Furnish not less than one box for each 50 boxes or fraction thereof, of each type, color, pattern class, wearing surface and size of each resilient tile flooring item installed. Furnish not less than 10 linear feet (3 linear m) in roll form for each 500 linear feet (150 linear m) or fraction thereof, of each type, color, pattern, and size of resilient accessory installed.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Luxury Vinyl Tile: Provide products indicated on the drawing, or approved equal.
- B. Resilient Base: Provide products indicated on the drawings, or approved equal, rubber base; with matching end stops and preformed or molded corners.
- C. Concrete Slab Primer: Nonstaining type as approved and recommended by the flooring product manufacturer.
- D. Trowelable Underlayment, Leveling and Patching Compounds: Latex-modified, portland-cement-based or blended hydraulic cement based formulation provided by or approved by the resilient product manufacturer for applications intended.
- E. Adhesives (Cements): Water-resistant adhesive of type recommended by the flooring manufacturer to suite resilient flooring products and substrate conditions indicated.
- F. Epoxy Caulking Compound: Water-resistant type two-component epoxy caulking compound by the tread manufacturer to suite resilient flooring products and substrate conditions.

### PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Prior to installation, inspect subfloors and surfaces to verify that conditions are satisfactory for flooring installation and comply with resilient flooring manufacturer's requirements and those specified in this section. Notify Architect in writing of any serious defects or conditions which will interfere or prevent a satisfactory installation and do not proceed with work until unsatisfactory conditions are corrected. Starting of installation shall imply acceptance of the surface. Comply with manufacturer's recommendations including the following:
  - 1. Substrates shall be dry and clean.
  - 2. Substrates shall be free of depressions, raised areas, or other defects that would telegraph through installed flooring.
  - 3. Temperature of resilient flooring and substrate shall be tested and within specified tolerances.
  - 4. Moisture condition and adhesive bond tests shall be performed as specified and recorded.
- B. For applications on concrete, verify that concrete slabs and substrates are dry and free of curing compounds, sealers, hardeners, and other materials that may interfere with adhesive bond. Determine adhesion and dryness characteristics by performing bond, moisture, and pH tests recommended in writing by the flooring manufacturer. Do not proceed with installation until improper conditions have been removed or corrected have been removed as specified and in accordance with resilient product manufacturer's written requirements.
- C. Perform moisture condition test in each major area, minimum 1 per 1,000 square feet, prior to installation. Moisture condition shall not exceed 3 pounds per 1,000 square feet per 24 hour day and in accordance with flooring manufacturers recommended test method. Do not proceed with work until results of moisture condition tests are acceptable.
- D. Perform adhesive bond test in each major area, minimum 1 per 1,000 square feet, prior to installation. Examine after 72 hours to determine whether bond is solid and no moisture is present. Do not proceed with work until results of bond test are acceptable.

### 3.2 PREPARATION

- A. Comply with ASTM F 710 and manufacturer's written recommendations for surface preparation of substrates and installation methods. Remove substances incompatible with resilient flooring adhesive by method acceptable to manufacturer.
- B. Use trowelable leveling and patching compounds, in accordance with manufacturer's written instructions, to fill cracks, holes, and depressions in substrates.
- C. Concrete subfloors shall be dry and free of curing compounds, sealers, hardeners, solvents, soaps, wax, oils, silicones and other materials whose presence would interfere with bonding adhesive and show through the surface, stain and/or destruct the flooring products. Perform moisture tests to determine whether concrete slabs are sufficiently cured.
- D. Clean substrates thoroughly of all dust, dirt, grease, or other foreign matter before installing flooring and base. Fill cracks, holes and level irregularities with leveling and patching compounds. Apply primer if recommended by flooring manufacturer.

- E. Concrete floors with steel troweled (slick) finish shall be properly roughened up (sanded) to ensure suitable adhesion.
- F. Perform acid etching or other preparation procedures required to obtain proper bond to concrete substrate.
- G. Broom and vacuum clean substrates to be covered by flooring immediately before product installation. After cleaning, examine substrates for moisture, alkaline salts, carbonation, or dust. Do not proceed with installation until unsatisfactory conditions have been corrected.

### 3.3 INSTALLATION

- A. Floor Covering Installation General: Comply with manufacturer's written installation instructions.
- B. Scribe, cut, and fit flooring to but neatly and tightly to vertical surfaces and permanent fixtures, including built-in furniture, cabinets, pipes, outlets, edgings, door frames, thresholds, and nosings.
- C. Extend flooring into toe spaces, door reveals, closets, and similar openings.
- D. Maintain reference markers, holes and openings that are in place or marked for future cutting by repeating of finish flooring as marled on the subfloor.
- E. Install flooring on covers for telephone and electrical ducts and similar items in finished floor areas. Maintain overall continuity of color and pattern with flooring cut, scribed and installed on covers. Tightly adhere edges to perimeter of substrate around covers and to covers.
- F. Adhere floor coverings to substrates using a full spread of adhesives applied to substrate to comply with adhesive and floor covering manufacturer's written instructions, including those for trowel notching, adhesive mixing, and adhesive open and working times.
- G. Provide complete installation without open cracks, voids, raising and puckering at joints, telegraphing of adhesive spreader marks, and other surface imperfections.
- H. Roll floor coverings according to floor covering manufacturer's written instructions.
- I. Heat-Welded Seams: Rout joints and heat with welding bead, permanently fusing sections into a seamless floor covering. Prepare, weld, and finish seams according to manufacturer's written instructions and ASTM F 1516 to produce surfaces flush with adjoining floor covering surfaces.
- J. Tile Installation:
  - 1. Lay flooring from center marks established with principal walls or center aisles, discounting minor offsets, so that tile at opposite edges of areas are of equal width. Adjust as necessary to avoid use of cut width less than 1/2 tile at room perimeters. Lay flooring square to room axis, unless otherwise shown.

2. Match floor tiles for color and pattern by using tile from cartons of the same batch and mixing tiles as recommended in writing by the manufacturer. Cut tile neatly around all fixtures. Broken, cracked, chipped or deformed tiles are not acceptable.
3. Lay flooring with grain running in one direction unless directed otherwise.
4. Lay flooring in pattern layout design with respect to location of colors, patterns, borders, fields and design layout, and sizes as provided by time of submittal review by Architect.
5. Place flooring with adhesive cement in strict conformance with manufacturer's recommendations. Scribe, cut and fit flooring materials as required. Butt tightly to vertical surfaces, thresholds, nosing and edgings. Extend flooring into toe spaces, door reveals and into closets and similar openings. Make joints even, straight and as inconspicuous as possible and laid tight. The entire surface shall be smooth, straight, and free from buckles, waves and projecting edges.
6. Tightly cement resilient flooring to subbase without open cracks, voids, raising and puckering at joints, telegraphing of adhesive spreader marks, or other surface imperfections. Hand roll resilient flooring at perimeter of each covered area to assure adhesion.
7. Maintain reference markers, holes or openings that are in place or plainly marked for future cutting by repeating on finish flooring as marked on subfloor. Use chalk or other non-permanent marking device.
8. Install flooring on covers for telephone and electrical ducts, and other such items as occur within finished floor areas. Maintain overall continuity of color and pattern with pieces of flooring installed on these covers.
9. Use full spread of adhesive applied to substrate in accordance with tile manufacturer's directions including those for trowel notching, adhesive mixing, and adhesive open and working times.

### 3.4 ACCESSORIES

- A. Apply wall base to walls columns, pilasters, casework and other permanent fixtures in rooms or areas where base is required. Install base in lengths as long as practicable, with preformed corner units. Tightly bond base to substrate throughout length of each piece, with continuous contact at horizontal and vertical surfaces.
  1. On masonry surfaces, or other similar irregular substrates, fill voids along top edge of resilient wall base with manufacturer's recommended adhesive filler material and at bullnose masonry corners where preformed base is used, fill void with heat-weld seaming material.
- B. Place resilient edge strips tightly butted to flooring and secure with adhesive. Install edging strips at edges of flooring which would otherwise be exposed.

### 3.5 CLEANING AND PROTECTION

- A. Touch-up and repair minor damage to eliminate all evidence of repair. Remove and replace work which cannot be satisfactorily repaired.
- B. Perform all cleaning and protective operations immediately after installing flooring products as per manufacturer's written instructions, and leave floor and base in perfect condition.
- C. Remove adhesive and other surface blemishes from face of flooring materials, accessories, and base using cleaner recommended in writing by the flooring product manufacturer as work progresses. Remove all spots and stains.
- D. Clean surfaces only after adhesive has fully cured, no sooner than 72 hours after installation and in accordance with flooring product manufacturer's written recommendations. Clean surfaces using non-abrasive materials and methods recommended by manufacturer. Remove and replace work that cannot be successfully cleaned.
- E. After cleaning, apply a protective coating and/or sealer as recommended and in accordance with the flooring manufacturer's recommendations and procedures.
- F. Protect flooring against mars, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during the remainder of construction period. Use protection methods indicated and recommended in writing by flooring manufacturer.
- G. Keep all traffic off finished resilient floors except where absolutely necessary. If traffic cannot be avoided, protect resilient flooring with approved reinforced building paper with taped joints. At completion and acceptance of building, all work shall be clean and whole and in perfect condition.

END OF SECTION 096500.

## SECTION 096813 - TILE CARPETING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Provide all labor, materials, accessories, equipment and incidentals to complete tile carpeting work, as shown and specified, including but not necessarily limited to the following:
  - 1. Modular carpet tile.
- B. Related Sections include the following:
  - 1. Division 09 for resilient flooring, wall base and accessories installed with carpet tile.

#### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated. Include manufacturer's written data and specifications on physical characteristics, durability, and fade resistance. Include written installation instructions and recommendations for each type of substrate.
- B. Shop Drawings: Show the following:
  - 1. Columns, doorways, enclosing walls or partitions, built-in cabinets, and locations where cutouts are required in carpet tiles.
  - 2. Carpet tile type, color, and dye lot.
  - 3. Type of subfloor.
  - 4. Type of installation.
  - 5. Pattern of installation.
  - 6. Pattern type, location, and direction.
  - 7. Pile direction.
  - 8. Type, color, and location of insets and borders.
  - 9. Type, color, and location of edge, transition, and other accessory strips.
  - 10. Transition details to other flooring materials.
- C. Samples: For each type of the following products and for each pattern, color, texture, and construction required. Label each Sample with manufacturer's name, material description, color, pattern, construction and designation indicated on Drawings and in schedules.
  - 1. Carpet Tile:
    - a. Samples for Initial Selection: Carpet Manufacturer's Pattern Book.
    - b. Verification Samples: Full-size Sample, not less than 12-inch x 12-inch .

2. Exposed Edge, Transition, and other Accessory Stripping: 12-inch- long Samples.
- D. Fiber Certification: Certification from the fiber producer verifying use of the premium branded, type 6,6 or type 6 fiber in the submitted carpet product. Premium branded fibers are identified as Invista, Soulutia, BASF or Aquafil. Fibers extruded by carpet mills will be considered “unbranded” for purposes of this specification.
- E. Product Test Reports: Based on evaluation of comprehensive tests performed by a qualified testing agency.
- F. Product Schedule: For carpet tile. Use same designations indicated on Drawings.
- G. Qualification Data: For Manufacturer.
- H. Qualification Data: For Installer.
- I. Maintenance Data: For carpet tiles to include in maintenance manuals. Include the following:
  1. Methods for maintaining carpet tile, including cleaning and stain-removal products and procedures and manufacturer's recommended maintenance schedule.
  2. Precautions for cleaning materials and methods that could be detrimental to carpet tile.
- J. Warranty: Special warranty specified in this Section.

#### 1.4 QUALITY ASSURANCE

- A. Manufacturer Qualifications: The carpet manufacturer shall have no less than ten years of production experience with modular carpet similar to type specified. Published product literature of carpet manufacturer shall clearly indicate compliance of products with requirements of this section.
  1. Commitment to Quality: The carpet manufacturer shall provide verification of its registration to the ISO 9001/9002 Quality Management System.
  2. Commitment to Sustainability: The carpet manufacturer must demonstrate environmental responsibility through programs of source reduction, recycling, reuse and conservation and registration to the ISO 14001 Environmental Management System.
- B. Installer Qualifications: An experienced installer who is certified by the Floor Covering Installation Board or who can demonstrate compliance with its certification program requirements. Installer shall also submit a list of (5) current projects of size and scope similar to this project and include dates, and client contact person’s name and telephone number.
  1. The installer shall be directly responsible for the quality of the completed installation, including both the quality of the materials and labor used in the installation. The installer shall directly warrant to owner that all products, materials and services related to the tile carpeting installation (including any floorcovering(s), adhesive(s) and/or other products or materials used in the installation) meet specifications set forth herein. The product warranty required herein shall be provided directly by the carpet manufacturer.



- C. Fire-Test-Response Characteristics: Provide products with the critical radiant flux classification indicated in Part 2, as determined by testing identical products per ASTM E 648 by an independent testing and inspecting agency acceptable to authorities having jurisdiction.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Comply with CRI 104, Section 5, "Storage and Handling."

#### 1.6 PROJECT CONDITIONS

- A. Comply with CRI 104, Section 7.2, "Site Conditions; Temperature and Humidity" and Section 7.12, "Ventilation."
- B. Environmental Limitations: Do not install carpet tiles until wet work in spaces is complete and dry, and ambient temperature and humidity conditions are maintained at the levels indicated for Project when occupied for its intended use.
- C. Do not install carpet tiles over concrete slabs until slabs have cured and are sufficiently dry to bond with adhesive and concrete slabs have pH range recommended by carpet tile manufacturer.
- D. Where demountable partitions or other items are indicated for installation on top of carpet tiles, install carpet tiles before installing these items.

#### 1.7 WARRANTY

- A. Special Warranty for Carpet Tiles: Manufacturer's standard form in which manufacturer agrees to repair or replace components of carpet tile installation that fail in materials or workmanship within a period of not less than 15 years from the date of substantial completion of the Project:
  - 1. Wear - Surface fiber wear shall not be more than 10% by weight in 15 years. (Note: Wear warranty shall not require use of chair pads)
  - 2. Static - Static generation at less than 3.0 kV at 70° F, and 20% R.H.
  - 3. No delamination
  - 4. No edge ravel
  - 5. No dimensional instability (i.e., shrinkage, curling and doming) which adversely affect the ability of the tile to lay flat
  - 6. Mergeability: Carpet that is of the same style/color, but from different dyelots and/or manufacturing dates, may be merged and used interchangeably, both at initial installation and at later selective replacement, to create a continuous carpeted surface with no tile appearing out of place
- B. Submit manufacturer's certified test results by (NVLAP) National Voluntary Laboratory Accreditation Program, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to show that carpet meets or exceeds product performance specification criteria for carpet testing requirements under Section 2.1 hereof.

- C. Installation provider shall warrant for (1) year following the date of substantial completion that all installation services have been performed in a workmanlike manner, and shall promptly re-perform all services not meeting this warranty.

## 1.8 EXTRA MATERIALS

- A. Furnish extra materials described below, before installation begins, that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Carpet Tile: Full-size units equal to (2) percent of amount installed for each type indicated, but not less than 10 sq. yd..

## PART 2 - PRODUCTS

### 2.1 CARPET TILE

- A. Basis-of-Design: Subject to compliance with requirements, provide the products indicated on the drawings or approved equal.

### 2.2 MINIMUM CONSTRUCTION STANDARDS IN ADDITION TO PRODUCT SPECIFICATIONS

- A. Nylon Specification - All nylon fiber shall be branded (premium) type 6,6 or type 6 nylon from Invista, Solutia, Universal or Aquafil with performance certification from the fiber manufacturer. Fiber shall have a cross-section modification ratio no greater than 2.5.
- B. Antimicrobial, registered by the EPA for use in carpeting, with broad spectrum efficacy against the growth of bacteria and fungi for a minimum of 15 years, assuming proper maintenance. The antimicrobial ingredient shall meet standards set by the U.S. General Services Administration (GSA) for Antimicrobial Carpet as supported by independent lab testing less than six months old.
  - 1. The preservative should be incorporated into the primary latex coating of the product during the manufacturing process, not topically applied to the carpet fibers.
  - 2. The antimicrobial treated carpet when new must pass GSA parameters for treated carpets via AATCC method 174 parts II and III. Initial performance must be 90% reduction of the microorganisms (Staphylococcus aureus 6538 and Klebsiella pneumoniae 4352) and no fungal growth on either the primary backing or fibers both on washed (AATCC method 174) and non-washed samples.
  - 3. The antimicrobial treated carpet must maintain, for the warranted life of the carpet, a minimum of 90% reduction of the microorganisms (Staphylococcus aureus 6538 and Klebsiella pneumoniae 4352) listed in AATCC method 171 part II, provided the carpet is maintained as specified. Additionally, the antimicrobial treated carpet must maintain a "no macroscopic growth" rating against Aspergillus niger 6275 at the primary backing in accordance with AATCC 171 part III.
  - 4. The preservative must be environmentally responsible i.e. (biodegradable and not toxic to non-target species).

5. Efficacy of the preservative should be documented in professional peer reviewed scientific publications.

### 2.3 RELATED CARPET MATERIALS

- A. Trowelable Leveling and Patching Compounds: Latex-modified, hydraulic-cement-based formulation provided or recommended by carpet tile manufacturer. Must be compatible with carpet adhesive and curing/sealing compound on concrete.
- B. Adhesives: Water-resistant, mildew-resistant, nonstaining, releasable, pressure-sensitive type to suit products and subfloor conditions indicated, that complies with flammability requirements for installed carpet tile. Adhesive shall be water-based and allow for removal of carpet tile at any time without damage to carpet or substrate. Adhesive shall contain antimicrobial preservative and have "zero" calculated VOC's and acceptable to and recommended by carpet tile manufacturer for releasable installation.
- C. Carpet edge guard, non-metallic - Extruded or molded heavy duty vinyl or rubber carpet edge guard of size and profile indicated, and with minimum two inch wide anchorage flange; colors selected by architect/designer from among standard colors available within the industry.
- D. Miscellaneous materials - As recommended by manufacturer of carpet. Other carpeting products to be selected by installation provider to meet project requirements.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for maximum moisture content, alkalinity range, installation tolerances, and other conditions affecting carpet tile performance. Examine carpet tile for type, color, pattern, and potential defects.
- B. Concrete Subfloors: Verify that concrete slabs comply with ASTM F 710 and the following:
  1. Slab substrates are dry and free of curing compounds, sealers, hardeners, and other materials that may interfere with adhesive bond. Determine adhesion and dryness characteristics by performing bond and moisture tests recommended by carpet tile manufacturer.
  2. Subfloors are free of cracks, ridges, depressions, scale, and foreign deposits.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. General: Comply with CRI 104, Section 6.2, "Site Conditions; Floor Preparation," and with carpet tile manufacturer's written installation instructions for preparing substrates indicated to receive carpet tile installation.

- B. Use trowelable leveling and patching compounds, according to manufacturer's written instructions, to fill cracks, holes, depressions, and protrusions in substrates. Fill or level cracks, holes and depressions 1/8 inch wide or wider and protrusions more than 1/32 inch, unless more stringent requirements are required by manufacturer's written instructions.
- C. Remove coatings, including curing compounds, and other substances that are incompatible with adhesives and that contain soap, wax, oil, or silicone, without using solvents. Use mechanical methods recommended in writing by carpet tile manufacturer.
- D. Clean metal substrates of grease, oil, soil and rust, and prime if directed by adhesive manufacturer. Rough sand painted metal surfaces and remove loose paint. Sand aluminum surfaces, to remove metal oxides, immediately before, and if, applying adhesive.
- E. Broom and vacuum clean substrates to be covered immediately before installing carpet tile.

### 3.3 INSTALLATION

- A. Comply with manufacturer's instructions and recommendations.
- B. Install carpet under open-bottom obstructions and under removable flanges and furnishings, and into alcoves and closets of each space.
- C. Provide cut outs where required. Conceal cut edges with protective edge guards or overlapping flanges. Bind or seal cut edges as recommended by carpet tile manufacturer.
- D. Run carpet under open bottom items such as heating convectors and install tight against walls, columns and cabinets so that the entire floor area is covered with carpet. Cover over all floor type door closures.
- E. Install edging guard at all openings and doors wherever carpet terminates, unless indicated otherwise.
- F. Cutting shall be done in accordance with the manufacturer's written recommendation, using the tools designed for the carpet being installed.
- G. Use leveling compound where necessary. Any floor filling or leveling shall have a minimum of 4'-0" of feather.
- H. Expansion joints - Do not bridge building expansion joints with continuous carpeting.
- I. Comply with CRI 104, Section 14, "Carpet Modules," and with carpet tile manufacturer's written installation instructions and recommendations.
- J. Installation Method: As recommended in writing by carpet tile manufacturer.
- K. Maintain dye lot integrity. Do not mix dye lots in same area.
- L. Maintain reference markers, holes, and openings that are in place or marked for future cutting by repeating on finish flooring as marked on subfloor. Use nonpermanent, nonstaining marking device.

- M. Install pattern parallel to walls and borders unless patterns are random or non-directional.

### 3.4 CLEANING AND PROTECTION

- A. Perform the following operations immediately after installing carpet tile:
  - 1. Remove excess adhesive, seam sealer, dirt, carpet scraps and other surface blemishes using cleaner recommended by carpet tile manufacturer.
  - 2. Remove yarns that protrude from carpet tile surface.
  - 3. Vacuum carpet tile using commercial machine with face-beater element.
- B. Remove debris, and sort pieces to be saved from scraps to be redirected and recycled.
- C. Protect installed carpet tile to comply with CRI 104, Section 16, "Protection of Indoor Installations."
- D. Protect carpet tile against damage from construction operations and placement of equipment and fixtures during the remainder of construction period. Use protection methods indicated or recommended in writing by carpet tile manufacturer.
- E. At the completion of the work, vacuum carpet using commercial dual motor vacuum of type recommended by carpet manufacturer. Remove spots and replace carpet where spots cannot be removed. Remove rejected carpeting and replace with new carpeting. Remove any protruding yarns with shears or sharp scissors.

### 3.5 INSPECTION

- A. Upon completion of the installation, verify that work is complete, properly installed and acceptable.
- B. Preliminary Acceptance - Upon completion of the carpet installation of each floor, it shall be inspected by Owner, Architect and Installer.

END OF SECTION 096813

## SECTION 099123 - INTERIOR PAINTING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section Includes:
  - 1. Primers.
  - 2. Water-based finish coatings.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product. Include preparation requirements and application instructions.
  - 1. Include preparation requirements and application instructions.
  - 2. Indicate VOC content.
- B. Samples for Initial Selection: For each type of topcoat product.
- C. Samples for Verification: For each type of paint system and each color and gloss of topcoat.
  - 1. Submit Samples on rigid backing, 8 inches square.
  - 2. Apply coats on Samples in steps to show each coat required for system.
  - 3. Label each coat of each Sample.
  - 4. Label each Sample for location and application area.
- D. Product Schedule: Use same designations indicated on Drawings and in the Interior Painting Schedule to cross-reference paint systems specified in this Section. Include color designations.

#### 1.4 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra materials that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  - 1. Paint Products: 5 percent, but not less than 1 gal. of each material and color applied.

## 1.5 QUALITY ASSURANCE

- A. Mockups: Apply mockups of each paint system indicated and each color and finish selected to verify preliminary selections made under Sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.
  - 1. Architect will select one surface to represent surfaces and conditions for application of each paint system.
    - a. Vertical and Horizontal Surfaces: Provide samples of at least 100 sq. ft..
    - b. Other Items: Architect will designate items or areas required.
  - 2. Final approval of color selections will be based on mockups.
    - a. If preliminary color selections are not approved, apply additional mockups of additional colors selected by Architect at no added cost to Owner.
  - 3. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
  - 4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

## 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F.
  - 1. Maintain containers in clean condition, free of foreign materials and residue.
  - 2. Remove rags and waste from storage areas daily.

## 1.7 FIELD CONDITIONS

- A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F.
- B. Do not apply paints when relative humidity exceeds 85 percent; at temperatures of less than 5 deg F above the dew point; or to damp or wet surfaces.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Benjamin Moore & Co.; or a comparable product by one of the following:
  - 1. PPG Paints; PPG Industries, Inc.
  - 2. Sherwin-Williams Company (The).

- B. Source Limitations: Obtain each paint product from single source from single manufacturer.

## 2.2 PAINT PRODUCTS, GENERAL

### A. Material Compatibility:

1. Materials for use within each paint system shall be compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
2. For each coat in a paint system, products shall be recommended in writing by topcoat manufacturers for use in paint system and on substrate indicated.

- B. Colors: As indicated on the drawings.

## 2.3 PRIMERS

### A. Interior Latex Primer Sealer: Water-based latex sealer used on new interior plaster, concrete, and gypsum wallboard surfaces.

1. Basis-of-Design Product: Subject to compliance with requirements, provide Sherwin-Williams Company (The); Drywall Primer, B28W08100 or a comparable product by one of the following:
  - a. Benjamin Moore & Co.
  - b. PPG Paints; PPG Industries, Inc.

### B. Water-Based Rust-Inhibitive Primer: Corrosion-resistant, water-based-emulsion primer formulated for resistance to flash rusting when applied to cleaned, interior ferrous metals subject to mildly corrosive environments.

1. Basis-of-Design Product: Subject to compliance with requirements, provide Sherwin-Williams Company (The) ; All Surface Enamel Latex Primer. or a comparable product by one of the following:
  - a. Benjamin Moore & Co.
  - b. PPG Paints; PPG Industries, Inc.

## 2.4 WATER-BASED FINISH COATS

### A. Interior, Latex, Flat: Pigmented, water-based paint for use on primed/sealed interior plaster and gypsum board, and on primed wood and metals.

1. Basis-of-Design Product: Subject to compliance with requirements, provide Sherwin-Williams Company (The); ProMar® Interior Latex Ceiling Paint or a comparable product by one of the following:
  - a. Benjamin Moore & Co.
  - b. PPG Paints; PPG Industries, Inc.



- B. Interior, Latex, Eggshell: Pigmented, water-based paint for use on primed/sealed interior plaster and gypsum board, and on primed wood and metals.
  - 1. Basis-of-Design Product: Subject to compliance with requirements, provide Sherwin-Williams Company (The); ProMar 200 Zero VOC Interior Latex or a comparable product by one of the following:
    - a. Benjamin Moore & Co.
    - b. PPG Paints; PPG Industries, Inc.
- C. Interior, Latex, Semigloss: Pigmented, water-based paint for use on primed/sealed interior plaster and gypsum board, and on primed wood and metals.
  - 1. Basis-of-Design Product: Subject to compliance with requirements, provide Sherwin-Williams Company (The); ProMar 200 Zero VOC Interior Latex or a comparable product by one of the following:
    - a. Benjamin Moore & Co.
    - b. PPG Paints; PPG Industries, Inc.

### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the Work.
- B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:
  - 1. Gypsum Board: 12 percent.
- C. Gypsum Board Substrates: Verify that finishing compound is sanded smooth.
- D. Verify suitability of substrates, including surface conditions and compatibility, with existing finishes and primers.
- E. Proceed with coating application only after unsatisfactory conditions have been corrected.
  - 1. Application of coating indicates acceptance of surfaces and conditions.

#### 3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations applicable to substrates and paint systems indicated.
- B. Remove hardware, covers, plates, and similar items already in place that are removable and are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.

1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
- C. Clean substrates of substances that could impair bond of paints, including dust, dirt, oil, grease, and incompatible paints and encapsulants.
1. Remove incompatible primers and reprime substrate with compatible primers or apply tie coat as required to produce paint systems indicated.
- D. Steel Substrates: Remove rust, loose mill scale, and shop primer, if any. Clean using methods recommended in writing by paint manufacturer.
- E. Shop-Primed Steel Substrates: Clean field welds, bolted connections, and areas where shop paint is abraded. Paint exposed areas with the same material as used for shop priming to comply with SSPC-PA 1 for touching up shop-primed surfaces.

### 3.3 INSTALLATION

- A. Apply paints according to manufacturer's written instructions.
1. Use applicators and techniques suited for paint and substrate indicated.
  2. Paint surfaces behind movable equipment and furniture same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed equipment or furniture with prime coat only.
  3. Paint front and backsides of access panels, removable or hinged covers, and similar hinged items to match exposed surfaces.
  4. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.
  5. Primers specified in painting schedules may be omitted on items that are factory primed or factory finished if acceptable to topcoat manufacturers.
- B. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats to match color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.
- C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
- D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.
- E. Painting Fire-Suppression, Plumbing, HVAC, Electrical, Communication, and Electronic Safety and Security Work:
1. Paint the following work where exposed in occupied spaces:
    - a. Equipment, including panelboards.
    - b. Uninsulated metal piping.
    - c. Uninsulated plastic piping.

- d. Pipe hangers and supports.
  - e. Metal conduit.
  - f. Plastic conduit.
  - g. Other items as directed by Architect.
2. Paint portions of internal surfaces of metal ducts, without liner, behind air inlets and outlets that are visible from occupied spaces.

### 3.4 CLEANING AND PROTECTION

- A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
  1. Do not clean equipment with free-draining water and prevent solvents, thinners, cleaners, and other contaminants from entering into waterways, sanitary and storm drain systems, and ground.
  2. Dispose of contaminants in accordance with requirements of authorities having jurisdiction.
  3. Allow empty paint cans to dry before disposal.
  4. Collect waste paint by type and deliver to recycling or collection facility.
- B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.
- C. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- D. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

### 3.5 INTERIOR PAINTING SCHEDULE

- A. Steel Substrates:
  1. Latex System:
    - a. Prime Coat: Primer: Quick-drying, rust-inhibitive, metal primer, as recommended by the manufacturer for this substrate, applied at spreading rate recommended by the manufacturer.
    - b. Intermediate Coat: Matching topcoat.
    - c. Topcoat: Interior, latex, sheen as indicated on the drawings.
- B. Gypsum Board Substrates:
  1. Latex over Latex Sealer System:
    - a. Prime Coat: Interior latex primer sealer.
    - b. Intermediate Coat: Matching topcoat.
    - c. Topcoat: Interior, latex, sheen as indicated on the drawings.

END OF SECTION 099123

## SECTION 210000 – FIRE PROTECTION SUMMARY OF WORK

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Divisions Specification Sections, apply to this Section.
- B. The requirements of all other sections of Division 21 apply to this section.

#### 1.2 WARRANTY FOR PROJECT

- A. The Contractor shall provide the Owner with a 1 year warranty on all materials, labor and systems from the date of Substantial Completion. The date of Substantial completion will be as set in a letter issued by the Architect – no exceptions.

#### 1.3 DEFINITIONS

- A. For a complete list of definitions for this contract refer to the Division 1 specifications.
- B. Provide: Means to provide, install and make the equipment/system completely functional and operational with testing, commissioning and training.
- C. Install: Means to provide, install and make the equipment/system completely functional and operational with testing, commissioning and training.

#### 1.4 SCOPE OF WORK

- A. Work Included: It is the intent of these specifications and the accompanying drawings that the Contractor shall, unless otherwise specified herein, furnish all labor, materials, tools, and equipment necessary, together with the necessary accessories to constitute a satisfactory and complete installation, to complete the installation of the fire protection work, as indicated on the drawings and described hereinafter. The Contractor shall properly install, equip, adjust and put in perfect condition, the respective portions of the work specified, and to so interconnect the various items or sections of the work to form a complete and properly operating whole. The work shall consist of, but shall not necessarily be limited to the following:
  - 1. Contract requirements the modifications of the existing sprinkler systems as defined in the contract drawings. Any downtime associated with the modification of the existing system to the current areas covered will require a “Fire Watch” as defined by the Local Fire Marshal and State Standards. The provision and maintaining personnel for this fire watch is a Fire Protection Contract Requirement.
  - B. Contract Requirements require that all sprinkler modifications meet the requirements of NFPA-13, 2007. Contractor is to study carefully review all Separate Disciplines (Architectural, Mechanical, Plumbing, Electrical etc).Contract Drawings to determine final head locations and amounts.
  - C. Downtime associated with the system downtimes shall require a Fire Marshal approved Fire Watch. This “Fire Watch” will be the responsibility of the Contractor to Provide and coordinate with the Local Fire Marshal.

- D. The following is a Summary of Contract Requirements (NOTE: This list is not all inclusive)
1. Provide new piping, sprinkler heads, supports and tie-ins to existing piping, etc., as needed to have a fully operational sprinkler system upon project completion.
  2. Contractor to remove and replace existing ceiling tiles as required for the installation of new sprinkler piping where required. Replace damaged tiles.
  3. Provide complete system balancing at the completion of the project per contract specifications.
  4. All sprinkler piping is to be hard piped. Flexible connections are not to be used at sprinkler heads, or elsewhere. All sprinkler heads are to be installed in the centers of tiles.
  5. Provide all associated control equipment required unless otherwise noted.
  6. Providing all necessary permits, approvals, fees, etc.
  7. Provide instructions to the owner as outlined in these Specifications.
  8. Provide all cutting and patching as required to perform the work of this contract.
  9. Provide all necessary rigging as required to perform the work of this contract.
  10. Provide manufacturer startup for all systems specified as outlined in these Specifications.
  11. Provide removal of trash and general clean-up.
  12. Provide as-built drawings.
  13. Provide operation and maintenance manuals.
  14. Employ the services of the local Underwriters' Inspection Agency and pay for all associated fees.
  15. Completion Date: All Fire Protection work shall be completed on the date of substantial completion for the project as set in the Division 1 specifications.
- E. The work shall include all materials, equipment and systems shown on the drawings and work for other Divisions required to complete all the work ready for operation.
- F. The Contractor shall provide all labor, material, equipment and services for the complete and proper installation and operation of the electrical work as indicated, required or implied by the drawings and as specified herein.
- G. All of the contract specifications and all of the contract drawings are part of the Contract Documents of the Contractor. The Contractor shall review all drawings and specification divisions to determine the full scope of his work.
- H. It will be the responsibility of the Contractor to examine all Drawings (Architectural, Electrical Mechanical, Plumbing and Fire Protection) to determine the full extent of the work. All field measurements and verifications of conditions and materials will be the obligation of the Contractor. The submission of a Proposal by the Contractor will be considered an indication that all work, in compliance with these specifications and the drawings, has been included in the Proposal. It will also be considered an indication that a thorough review of conditions, materials, and all related specifications have been investigated by the Contractor, and the results of such investigations have been included in the Contractor's Proposal.
- L. WARRANTY
1. Contractors shall note that all equipment warranties, as described in the various sections of the Specifications, will begin after Substantial Completion. It will not make any difference when equipment is ordered, delivered or installed, warranties will commence after the Architect issues his letter of "Substantial Completion."

2. All equipment is to include factory start-up unless the Contractor receives written permission, from the owner, for Contractor start-up. Copies of the start-up report must be included with the Request for Final Payment; otherwise final payment will be withheld until the factory reports are submitted.
3. All equipment furnished for this Owner shall include a two-year warranty on parts and labor. This warranty shall supersede all notations in all the other Division 21 specification sections.

## PART 3 - EXECUTION

### 3.1 "FIRE WATCH" SCOPE OF WORK

- A. Personnel performing the fire watch shall NOT be performing any other duties that would take their attention away from the areas that are not covered by the fire alarm system.

### 3.2 "FIRE WATCH" RESPONSIBILITIES AND SPECIFIC PROGRAM COMPONENTS

- A. Construction Services
  1. Know how to report a fire or emergency situation
  2. Be trained in fire safety procedures and the use of fire extinguishing equipment
  3. Must have quick access to at least a 2A:10ABC fire extinguisher at all times.
  4. Be familiar with the surrounding facilities to sound an alarm in the event of a fire.
  5. Have means of emergency communications to the local fire department.
  6. Perform checks and complete the Fire Watch Log during the specified period.

### 3.3 "FIRE WATCH" PROGRAM COMPONENTS

- A. Entire Building
  1. In the event that the Fire Alarm System is inoperable, signs must be posted on the doors of rooms where the system is inoperable.
  2. The Contractor is responsible for posting the signs in appropriate locations. The following language should be included on the sign: The Fire alarm System is out of order in the following locations/rooms: In case of emergency, please call 911 or from a cell phone call the number to be provided by the Fire Marshall.
- B. Building Automatic Sprinkler System
  1. In the event the Automatic Sprinkler System is inoperable, signs must be posted in locations where the system is inoperable and also on the doors of each entrance to the building.

### 3.4 "FIRE WATCH" REPORTING REQUIREMENTS

- A. Fire Watch Log
  1. A Fire Watch log must be maintained and is included as part of this specification.
  2. The completed Fire Watch Log should be delivered to the Owners Representative at the end of each day.

END OF SECTION 210000



## SECTION 210517 - SLEEVES AND SLEEVE SEALS FOR FIRE-SUPPRESSION PIPING

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Sleeves.
  - 2. Sleeve-seal systems.
  - 3. Grout.

#### 1.2 SUBMITTALS

- A. Product Data: For each type of product indicated.

### PART 2 - PRODUCTS

#### 2.1 SLEEVES

- A. Galvanized-Steel-Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, zinc coated, with plain ends.
- B. Galvanized-Steel-Sheet Sleeves: 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint.

#### 2.2 SLEEVE-SEAL SYSTEMS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Advance Products & Systems, Inc.
  - 2. Metraflex Company (The).
  - 3. Pipeline Seal and Insulator, Inc.
  - 4. Proco Products, Inc.
- B. Description: Modular sealing-element unit, designed for field assembly, for filling annular space between piping and sleeve.
  - 1. Sealing Elements: EPDM-rubber interlocking links shaped to fit surface of pipe. Include type and number required for pipe material and size of pipe.
  - 2. Pressure Plates: Carbon steel.
  - 3. Connecting Bolts and Nuts: Carbon steel, with corrosion-resistant coating, of length required to secure pressure plates to sealing elements.

## 2.3 GROUT

- A. Standard: ASTM C 1107/C 1107M, Grade B, post-hardening and volume-adjusting, dry, hydraulic-cement grout.
- B. Characteristics: Nonshrink; recommended for interior and exterior applications.
- C. Design Mix: 5000-psi, 28-day compressive strength.
- D. Packaging: Premixed and factory packaged.

## PART 3 - EXECUTION

### 3.1 SLEEVE INSTALLATION

- A. Install sleeves for piping passing through penetrations in floors, partitions, and walls.
- B. For sleeves that will have sleeve-seal system installed, select sleeves of size large enough to provide 1-inch annular clear space between piping and concrete slabs and walls.
  - 1. Sleeves are not required for core-drilled holes.
- C. Install sleeves for pipes passing through interior partitions.
  - 1. Cut sleeves to length for mounting flush with both surfaces.
  - 2. Install sleeves that are large enough to provide 1/4-inch annular clear space between sleeve and pipe or pipe insulation.
  - 3. Seal annular space between sleeve and piping or piping insulation; use joint sealants appropriate for size, depth, and location of joint. Comply with requirements for sealants specified in Division 07 Section "Joint Sealants."
- D. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestop materials.

### 3.2 SLEEVE-SEAL-SYSTEM INSTALLATION

- A. Select type, size, and number of sealing elements required for piping material and size and for sleeve ID or hole size. Position piping in center of sleeve. Center piping in penetration, assemble sleeve-seal system components, and install in annular space between piping and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make a watertight seal.

### 3.3 SLEEVE AND SLEEVE-SEAL SCHEDULE

- A. Use sleeves and sleeve seals for the following piping-penetration applications:
  - 1. Concrete Slabs above Grade:

- a. Piping Smaller Than NPS 6: Galvanized-steel-pipe sleeves.
2. Interior Partitions:
- a. Piping Smaller Than NPS 4: Galvanized-steel-pipe sleeves.

END OF SECTION 210517

## SECTION 210518 - ESCUTCHEONS FOR FIRE-SUPPRESSION PIPING

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Escutcheons.
  - 2. Floor plates.

#### 1.2 SUBMITTALS

- A. Product Data: For each type of product indicated.

### PART 2 - PRODUCTS

#### 2.1 ESCUTCHEONS

- A. One-Piece, Cast-Brass Type: With polished, chrome-plated finish and setscrew fastener.
- B. One-Piece, Deep-Pattern Type: Deep-drawn, box-shaped brass with chrome-plated finish and spring-clip fasteners.
- C. One-Piece, Stamped-Steel Type: With chrome-plated finish and spring-clip fasteners.

#### 2.2 FLOOR PLATES

- A. One-Piece Floor Plates: Cast-iron flange with holes for fasteners.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION

- A. Install escutcheons for piping penetrations of walls, ceilings, and finished floors.
- B. Install escutcheons with ID to closely fit around pipe, tube, and insulation of piping and with OD that completely covers opening.
  - 1. Escutcheons for New Piping:
    - a. Piping with Fitting or Sleeve Protruding from Wall: One-piece, deep-pattern type.

- b. Chrome-Plated Piping: One-piece, cast-brass type with polished, chrome-plated finish.
- c. Insulated Piping: One-piece, stamped-steel type.
- d. Bare Piping at Wall and Floor Penetrations in Finished Spaces: One-piece, cast-brass type with polished, chrome-plated finish.
- e. Bare Piping at Wall and Floor Penetrations in Finished Spaces: One-piece, stamped-steel type.
- f. Bare Piping at Ceiling Penetrations in Finished Spaces: One-piece, cast-brass type with polished, chrome-plated finish.
- g. Bare Piping at Ceiling Penetrations in Finished Spaces: One-piece, stamped-steel type.
- h. Bare Piping in Unfinished Service Spaces: One-piece, cast-brass type with polished, chrome-plated finish.
- i. Bare Piping in Unfinished Service Spaces: One-piece, stamped-steel type.
- j. Bare Piping in Equipment Rooms: One-piece, cast-brass type with polished, chrome-plated finish.
- k. Bare Piping in Equipment Rooms: One-piece, stamped-steel type.

C. Install floor plates for piping penetrations of equipment-room floors.

D. Install floor plates with ID to closely fit around pipe, tube, and insulation of piping and with OD that completely covers opening.

- 1. New Piping: One-piece, floor-plate type.

### 3.2 FIELD QUALITY CONTROL

A. Replace broken and damaged escutcheons and floor plates using new materials.

END OF SECTION 210518

## SECTION 211313 - WET-PIPE SPRINKLER SYSTEMS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
1. Pipes, fittings, and specialties.
  2. Fire-protection valves.
  3. Fire-department connections.
  4. Sprinklers.
  5. Alarm devices.
  6. Pressure gages.

#### 1.2 SYSTEM DESCRIPTIONS AND REQUIREMENTS

- A. Wet-Pipe Sprinkler System: Automatic sprinklers are attached to piping containing water and that is connected to water supply through alarm valve. Water discharges immediately from sprinklers when they are opened. Sprinklers open when heat melts fusible link or destroys frangible device. Hose connections are included if indicated.
- B. All concealed sprinkler heads caps shall be a specific color as chosen by Architect.

#### 1.3 PERFORMANCE REQUIREMENTS

- A. Standard-Pressure Piping System Component: Listed for 175-psig minimum working pressure.
- B. Sprinkler system design shall be approved by authorities having jurisdiction.
1. Margin of Safety for Available Water Flow and Pressure: 10 percent, including losses through water-service piping, valves, and backflow preventers.
  2. Sprinkler Occupancy Hazard Classifications:
    - a. Building Service Areas: Ordinary Hazard, Group 1.
    - b. Electrical Equipment Rooms: Ordinary Hazard, Group 1.
    - c. General Storage Areas: Ordinary Hazard, Group 1.
    - d. Mechanical Equipment Rooms: Ordinary Hazard, Group 1.
    - e. Office and Public Areas: Light Hazard.
  3. Minimum Density for Automatic-Sprinkler Piping Design:
    - a. Light-Hazard Occupancy: 0.10 gpm over 1500-sq. ft. area.
    - b. Ordinary-Hazard, Group 1 Occupancy: 0.15 gpm over 1500-sq. ft. area.
  4. Maximum Protection Area per Sprinkler: Per UL listing.
  5. Maximum Protection Area per Sprinkler:

- a. Patient Areas: 400 sq. ft.
  - b. Office Spaces: 225 sq. ft.
  - c. Storage Areas: 130 sq. ft.
  - d. Mechanical Equipment Rooms: 130 sq. ft.
  - e. Electrical Equipment Rooms: 130 sq. ft.
  - f. Other Areas: According to NFPA 13 recommendations unless otherwise indicated.
- C. Seismic Performance: Sprinkler piping shall withstand the effects of earthquake motions determined according to NFPA 13 and ASCE/SEI 7.

#### 1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For wet-pipe sprinkler systems. Include plans, elevations, sections, details, and attachments to other work.
  - 1. Wiring Diagrams: For power, signal, and control wiring.
- C. Delegated-Design Submittal: For sprinkler systems indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
- D. Qualification Data: For qualified Installer and professional engineer.
- E. Approved Sprinkler Piping Drawings: Working plans, prepared according to NFPA 13, that have been approved by authorities having jurisdiction, including hydraulic calculations if applicable.
- F. Field Test Reports and Certificates: Indicate and interpret test results for compliance with performance requirements and as described in NFPA 13. Include "Contractor's Material and Test Certificate for Aboveground Piping."
- G. Field quality-control reports.
- H. Operation and maintenance data.

#### 1.5 QUALITY ASSURANCE

- A. Installer Qualifications:
  - 1. Installer's responsibilities include designing, fabricating, and installing sprinkler systems and providing professional engineering services needed to assume engineering responsibility. Base calculations on results of fire-hydrant flow test.
    - a. Engineering Responsibility: Preparation of working plans, calculations, and field test reports by a qualified professional engineer.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

- C. NFPA Standards: Sprinkler system equipment, specialties, accessories, installation, and testing shall comply with the following:
  - 1. NFPA 13, "Installation of Sprinkler Systems."

## PART 2 - PRODUCTS

### 2.1 PIPING MATERIALS

- A. Comply with requirements in "Piping Schedule" Article for applications of pipe, tube, and fitting materials, and for joining methods for specific services, service locations, and pipe sizes.

### 2.2 STEEL PIPE AND FITTINGS

- A. Standard Weight, Galvanized-Steel Pipe: ASTM A 53/A 53M, Type E, Grade B. Pipe ends may be factory or field formed to match joining method.
- B. Galvanized-Steel Pipe Nipples: ASTM A 733, made of ASTM A 53/A 53M, standard-weight, seamless steel pipe with threaded ends.
- C. Steel Flanges and Flanged Fittings: ASME B16.5, Class 150.
- D. Grooved-Joint, Steel-Pipe Appurtenances:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Anvil International, Inc.
    - b. Corcoran Piping System Co.
    - c. National Fittings, Inc.
    - d. Tyco Fire & Building Products LP.
    - e. Victaulic Company.
  - 2. Pressure Rating: 175 psig minimum.
  - 3. Galvanized, Grooved-End Fittings for Steel Piping: ASTM A 47/A 47M, malleable-iron casting or ASTM A 536, ductile-iron casting; with dimensions matching steel pipe.
  - 4. Grooved-End-Pipe Couplings for Steel Piping: AWWA C606 and UL 213, rigid pattern, unless otherwise indicated, for steel-pipe dimensions. Include ferrous housing sections, EPDM-rubber gasket, and bolts and nuts.
- E. Steel Pressure-Seal Fittings: UL 213, FM-approved, 175-psig pressure rating with steel housing, rubber O-rings, and pipe stop; for use with fitting manufacturers' pressure-seal tools.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Victaulic Company.



## 2.3 PIPING JOINING MATERIALS

- A. Pipe-Flange Gasket Materials: AWWA C110, rubber, flat face, 1/8 inch thick.
  - 1. Class 125, Cast-Iron Flat-Face Flanges: Full-face gaskets.
- B. Metal, Pipe-Flange Bolts and Nuts: ASME B18.2.1, carbon steel unless otherwise indicated.

## 2.4 LISTED FIRE-PROTECTION VALVES

- A. General Requirements:
  - 1. Valves shall be UL listed or FM approved.
  - 2. Minimum Pressure Rating: 175 psig.
- B. Check Valves:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. American Cast Iron Pipe Company; Waterous Company Subsidiary.
    - b. Crane Co.; Crane Valve Group; Crane Valves.
    - c. Metraflex, Inc.
    - d. NIBCO INC.
    - e. Reliable Automatic Sprinkler Co., Inc.
    - f. Tyco Fire & Building Products LP.
    - g. Victaulic Company.
    - h. Viking Corporation.
    - i. Watts Water Technologies, Inc.
  - 2. Standard: UL 312.
  - 3. Pressure Rating: 250 psig minimum.
  - 4. Type: Swing check.
  - 5. Body Material: Cast iron.
  - 6. End Connections: Flanged or grooved.
- C. Iron OS&Y Gate Valves:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following
    - a. American Cast Iron Pipe Company; Waterous Company Subsidiary.
    - b. American Valve, Inc.
    - c. Crane Co.; Crane Valve Group; Crane Valves.
    - d. Hammond Valve.
    - e. Milwaukee Valve Company.
    - f. Mueller Co.; Water Products Division.
    - g. NIBCO INC.
    - h. Tyco Fire & Building Products LP.
    - i. United Brass Works, Inc.
    - j. Watts Water Technologies, Inc.

2. Standard: UL 262.
3. Pressure Rating: 250 psig minimum.
4. Body Material: Cast or ductile iron.
5. End Connections: Flanged or grooved.

D. Indicating-Type Butterfly Valves:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following
  - a. Anvil International, Inc.
  - b. Global Safety Products, Inc.
  - c. Kennedy Valve; a division of McWane, Inc.
  - d. Milwaukee Valve Company.
  - e. NIBCO INC.
  - f. Tyco Fire & Building Products LP.
  - g. Victaulic Company.
2. Standard: UL 1091.
3. Pressure Rating: 175 psig minimum.
4. Valves NPS 2 and Smaller:
  - a. Valve Type: Ball or butterfly.
  - b. Body Material: Bronze.
  - c. End Connections: Threaded.
5. Valves NPS 2-1/2 and Larger:
  - a. Valve Type: Butterfly.
  - b. Body Material: Cast or ductile iron.
  - c. End Connections: Flanged, grooved, or wafer.
6. Valve Operation: Integral electrical, 115-V ac, prewired, single-circuit, supervisory switch indicating device.

## 2.5 TRIM AND DRAIN VALVES

A. General Requirements:

1. Standard: UL's "Fire Protection Equipment Directory" listing or "Approval Guide," published by FM Global, listing.
2. Minimum Pressure Rating: 175 psig.

B. Ball Valves:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Conbraco Industries, Inc.; Apollo Valves.
  - b. Kennedy Valve; a division of McWane, Inc.
  - c. Milwaukee Valve Company.

- d. NIBCO INC.
- e. Potter Roemer.
- f. Tyco Fire & Building Products LP.
- g. Victaulic Company.
- h. Watts Water Technologies, Inc.

## 2.6 SPECIALTY VALVES

### A. General Requirements:

- 1. Standard: UL's "Fire Protection Equipment Directory" listing or "Approval Guide," published by FM Global, listing.
- 2. Minimum Pressure Rating: 175 psig (1200 kPa).
- 3. Body Material: Cast or ductile iron.
- 4. Size: Same as connected piping.
- 5. End Connections: Flanged or grooved.

### B. Alarm Valves:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following
  - a. AFAC Inc.
  - b. Globe Fire Sprinkler Corporation.
  - c. Reliable Automatic Sprinkler Co., Inc.
  - d. Tyco Fire & Building Products LP.
  - e. Venus Fire Protection Ltd.
  - f. Victaulic Company.
  - g. Viking Corporation.
- 2. Standard: UL 193.
- 3. Design: For horizontal or vertical installation.
- 4. Include trim sets for bypass, drain, electrical sprinkler alarm switch, pressure gages, retarding chamber, and fill-line attachment with strainer.
- 5. Drip Cup Assembly: Pipe drain without valves and separate from main drain piping.

## 2.7 FIRE-DEPARTMENT CONNECTIONS

### A. Flush-Type, Fire-Department Connection:

- 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. AFAC Inc.
  - b. Elkhart Brass Mfg. Company, Inc.
  - c. GMR International Equipment Corporation.
  - d. Guardian Fire Equipment, Inc.
  - e. Potter Roemer.
- 2. Standard: UL 405.

3. Type: Flush, for wall mounting. To be approved by the local Fire Company.
4. Pressure Rating: 175 psig minimum.
5. Body Material: Corrosion-resistant metal.
6. Inlets: Brass with threads according to NFPA 1963 and matching local fire-department sizes and threads. Include extension pipe nipples, brass lugged swivel connections, and check devices or clappers.
7. Caps: Brass, lugged type, with gasket and chain.
8. Escutcheon Plate: Rectangular, brass, wall type.
9. Outlet: With pipe threads.
10. Body Style: Horizontal.
11. Number of Inlets: Two.
12. Outlet Location: Back.
13. Escutcheon Plate Marking: Similar to "AUTO SPKR & STANDPIPE."
14. Finish: Polished chrome plated.
15. Outlet Size: NPS 4 or as requested by the local Fire Company..

## 2.8 SPRINKLER SPECIALTY PIPE FITTINGS

### A. Branch Outlet Fittings:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Anvil International, Inc.
  - b. National Fittings, Inc.
  - c. Tyco Fire & Building Products LP.
  - d. Victaulic Company.
2. Standard: UL 213.
3. Pressure Rating: 175 psig minimum.
4. Body Material: Ductile-iron housing with EPDM seals and bolts and nuts.
5. Type: Mechanical-T and -cross fittings.
6. Configurations: Snap-on and strapless, ductile-iron housing with branch outlets.
7. Size: Of dimension to fit onto sprinkler main and with outlet connections as required to match connected branch piping.
8. Branch Outlets: Grooved, plain-end pipe, or threaded.

### B. Branch Line Testers:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Elkhart Brass Mfg. Company, Inc.
  - b. Fire-End & Croker Corporation.
  - c. Potter Roemer.
2. Standard: UL 199.
3. Pressure Rating: 175 psig minimum.
4. Body Material: Brass.
5. Size: Same as connected piping.

6. Inlet: Threaded.
7. Drain Outlet: Threaded and capped.
8. Branch Outlet: Threaded, for sprinkler.

C. Sprinkler Inspector's Test Fittings:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. AGF Manufacturing Inc.
  - b. Triple R Specialty.
  - c. Tyco Fire & Building Products LP.
  - d. Victaulic Company.
  - e. Viking Corporation.
2. Standard: UL's "Fire Protection Equipment Directory" listing or "Approval Guide," published by FM Global, listing.
3. Pressure Rating: 175 psig minimum.
4. Body Material: Cast- or ductile-iron housing with sight glass.
5. Size: Same as connected piping.
6. Inlet and Outlet: Threaded.

D. Adjustable Drop Nipples:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. CECA, LLC.
  - b. Corcoran Piping System Co.
  - c. Merit Manufacturing; a division of Anvil International, Inc.
2. Standard: UL 1474.
3. Pressure Rating: 250 psig minimum.
4. Body Material: Steel pipe with EPDM-rubber O-ring seals.
5. Size: Same as connected piping.
6. Length: Adjustable.
7. Inlet and Outlet: Threaded.

## 2.9 SPRINKLERS

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. AFAC Inc.
2. Globe Fire Sprinkler Corporation.
3. Reliable Automatic Sprinkler Co., Inc.
4. Tyco Fire & Building Products LP.
5. Victaulic Company.
6. Viking Corporation.

- B. General Requirements:
  - 1. Standard: UL's "Fire Protection Equipment Directory" listing or "Approval Guide," published by FM Global, listing.
  - 2. Pressure Rating for Automatic Sprinklers: 175 psig minimum.
- C. Sprinkler Finishes:
  - 1. Chrome plated.
  - 2. Bronze.
  - 3. Painted.
- D. Special Coatings:
  - 1. Wax.
  - 2. Lead.
  - 3. Corrosion-resistant paint.
- E. Sprinkler Escutcheons: Materials, types, and finishes for the following sprinkler mounting applications. Escutcheons for concealed, flush, and recessed-type sprinklers are specified with sprinklers.
  - 1. Ceiling Mounting: Plastic, white finish, one piece, flat.
  - 2. Sidewall Mounting: Plastic, white finish, one piece, flat.
- F. Sprinkler Guards:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Reliable Automatic Sprinkler Co., Inc.
    - b. Tyco Fire & Building Products LP.
    - c. Victaulic Company.
    - d. Viking Corporation.
  - 2. Standard: UL 199.
  - 3. Type: Wire cage with fastening device for attaching to sprinkler.

## PART 3 - EXECUTION

### 3.1 WATER-SUPPLY CONNECTIONS

- A. Connect sprinkler piping to building's interior water-distribution piping.

### 3.2 PIPING INSTALLATION

- A. Locations and Arrangements: Drawing plans, schematics, and diagrams indicate general location and arrangement of piping. Install piping as indicated, as far as practical.

1. Deviations from approved working plans for piping require written approval from authorities having jurisdiction. File written approval with Architect before deviating from approved working plans.
- B. Piping Standard: Comply with requirements for installation of sprinkler piping in NFPA 13.
- C. Install seismic restraints on piping. Comply with requirements for seismic-restraint device materials and installation in NFPA 13.
- D. Use listed fittings to make changes in direction, branch takeoffs from mains, and reductions in pipe sizes.
- E. Install unions adjacent to each valve in pipes NPS 2 and smaller.
- F. Install flanges, flange adapters, or couplings for grooved-end piping on valves, apparatus, and equipment having NPS 2-1/2 and larger end connections.
- G. Install "Inspector's Test Connections" in sprinkler system piping, complete with shutoff valve, and sized and located according to NFPA 13.
- H. Install sprinkler piping with drains for complete system drainage.
- I. Install sprinkler control valves, test assemblies, and drain risers adjacent to standpipes when sprinkler piping is connected to standpipes.
- J. Install alarm devices in piping systems.
- K. Install hangers and supports for sprinkler system piping according to NFPA 13. Comply with requirements for hanger materials in NFPA 13.
- L. Install pressure gages on riser or feed main, at each sprinkler test connection, and at top of each standpipe. Include pressure gages with connection not less than NPS 1/4 and with soft metal seated globe valve, arranged for draining pipe between gage and valve. Install gages to permit removal, and install where they will not be subject to freezing.
- M. Fill sprinkler system piping with water.
- N. Install electric heating cables and pipe insulation on sprinkler piping in areas subject to freezing. Comply with requirements for heating cables in Division 21 "Heat Tracing for Fire-Suppression Piping" and for piping insulation in Division 21 Section "Fire-Suppression Systems Insulation."
- O. Install sleeves for piping penetrations of walls, ceilings, and floors. Comply with requirements for sleeves specified in Division 21 Section "Sleeves and Sleeve Seals for Fire-Suppression Piping."
- P. Install sleeve seals for piping penetrations of concrete walls and slabs. Comply with requirements for sleeve seals specified in Division 21 Section "Sleeves and Sleeve Seals for Fire-Suppression Piping."
- Q. Install escutcheons for piping penetrations of walls, ceilings, and floors. Comply with requirements for escutcheons specified in Division 21 Section "Escutcheons for Fire-Suppression Piping."

### 3.3 JOINT CONSTRUCTION

- A. Install couplings, flanges, flanged fittings, unions, nipples, and transition and special fittings that have finish and pressure ratings same as or higher than system's pressure rating for aboveground applications unless otherwise indicated.
- B. Install unions adjacent to each valve in pipes NPS 2 and smaller.
- C. Install flanges, flange adapters, or couplings for grooved-end piping on valves, apparatus, and equipment having NPS 2-1/2 and larger end connections.
- D. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- E. Remove scale, slag, dirt, and debris from inside and outside of pipes, tubes, and fittings before assembly.
- F. Flanged Joints: Select appropriate gasket material in size, type, and thickness suitable for water service. Join flanges with gasket and bolts according to ASME B31.9.
- G. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
  - 1. Apply appropriate tape or thread compound to external pipe threads.
  - 2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged.
- H. Twist-Locked Joints: Insert plain end of steel pipe into plain-end-pipe fitting. Rotate retainer lugs one-quarter turn or tighten retainer pin.
- I. Steel-Piping, Pressure-Sealed Joints: Join lightwall steel pipe and steel pressure-seal fittings with tools recommended by fitting manufacturer.
  - 1. Shop weld pipe joints where welded piping is indicated. Do not use welded joints for galvanized-steel pipe.
- J. Steel-Piping, Cut-Grooved Joints: Cut square-edge groove in end of pipe according to AWWA C606. Assemble coupling with housing, gasket, lubricant, and bolts. Join steel pipe and grooved-end fittings according to AWWA C606 for steel-pipe joints.
- K. Steel-Piping, Roll-Grooved Joints: Roll rounded-edge groove in end of pipe according to AWWA C606. Assemble coupling with housing, gasket, lubricant, and bolts. Join steel pipe and grooved-end fittings according to AWWA C606 for steel-pipe grooved joints.
- L. Dissimilar-Material Piping Joints: Make joints using adapters compatible with materials of both piping systems.

### 3.4 VALVE AND SPECIALTIES INSTALLATION

- A. Install listed fire-protection valves, trim and drain valves, specialty valves and trim, controls, and specialties according to NFPA 13 and authorities having jurisdiction.



- B. Install listed fire-protection shutoff valves supervised open, located to control sources of water supply except from fire-department connections. Install permanent identification signs indicating portion of system controlled by each valve.
- C. Specialty Valves:
  - 1. General Requirements: Install in vertical position for proper direction of flow, in main supply to system.
  - 2. Alarm Valves: Include bypass check valve and retarding chamber drain-line connection.

### 3.5 SPRINKLER INSTALLATION

- A. Install sprinklers in suspended ceilings in center of acoustical ceiling panels.
- B. All piping from sprinkler branch lines to sprinkler heads to be hard piped. Flexible connections are not to be used for sprinkler head connections.

### 3.6 FIRE-DEPARTMENT CONNECTION INSTALLATION

- A. Install wall-type, fire-department connections.
- B. Install automatic (ball drip) drain valve at each check valve for fire-department connection.

### 3.7 IDENTIFICATION

- A. Install labeling and pipe markers on equipment and piping according to requirements in NFPA 13.
- B. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Division 26 Section "Identification for Electrical Systems."

### 3.8 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Tests and Inspections:
  - 1. Leak Test: After installation, charge systems and test for leaks. Repair leaks and retest until no leaks exist.
  - 2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
  - 3. Flush, test, and inspect sprinkler systems according to NFPA 13, "Systems Acceptance" Chapter.
  - 4. Energize circuits to electrical equipment and devices.
  - 5. Coordinate with fire-alarm tests. Operate as required.
  - 6. Coordinate with fire-pump tests. Operate as required.
  - 7. Verify that equipment hose threads are same as local fire-department equipment.

- C. Sprinkler piping system will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.

### 3.9 CLEANING

- A. Clean dirt and debris from sprinklers.
- B. Remove and replace sprinklers with paint other than factory finish.

### 3.10 PIPING SCHEDULE

- A. Sprinkler specialty fittings may be used, downstream of control valves, instead of specified fittings.
- B. Wet-pipe sprinkler system, NPS 2 and smaller, shall be one of the following:
  - 1. Standard-weight, black-steel pipe with threaded ends; uncoated, gray-iron threaded fittings; and threaded joints.
- C. Standard-pressure, wet-pipe sprinkler system, NPS 2-1/2 to NPS 6, shall be one of the following:
  - 1. Standard-weight, black-steel pipe with cut-or roll-grooved ends; uncoated, grooved-end fittings for steel piping; grooved-end-pipe couplings for steel piping; and grooved joints.

### 3.11 SPRINKLER SCHEDULE

- A. Use sprinkler types in subparagraphs below for the following applications:
  - 1. Rooms without Ceilings: Upright sprinklers.
  - 2. Rooms with Suspended Ceilings: Concealed sprinklers.
  - 3. Wall Mounting: Sidewall sprinklers.
  - 4. Spaces Subject to Freezing: Upright sprinklers.
  - 5. Special Applications: Extended-coverage, flow-control, and quick-response sprinklers where indicated.
- B. Provide sprinkler types in subparagraphs below with finishes indicated.
  - 1. Concealed Sprinklers: Rough brass, with factory-painted white cover plate.
  - 2. Upright Pendent and Sidewall Sprinklers: Chrome plated in finished spaces exposed to view; rough bronze in unfinished spaces not exposed to view; wax coated where exposed to acids, chemicals, or other corrosive fumes.

END OF SECTION 211313

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Divisions Specification Sections, apply to this Section.
- B. The requirements of all other sections of Division 23 apply to this section.

### 1.2 DEFINITIONS

- A. Provide: Means to furnish, install and make the equipment/system completely functional and operational with testing, commissioning and training.

### 1.3 SUMMARY

- A. Work Included: It is the intent of these specifications and the accompanying drawings that the Contractor shall, unless otherwise specified herein, furnish all labor, materials, tools, and equipment necessary to complete the installation of the work as indicated on the drawings and described hereinafter. The Contractor shall properly install, equip, adjust and put in perfect condition, the respective portions of the work specified, and to so interconnect the various items or sections of the work to form a complete and properly operating whole. The work shall consist of, but shall not necessarily be limited to the following:
  - 1. Remove (3)VAV boxes serving area of work, including but not limited to, VAV boxes, ductwork, grilles, diffusers, air duct accessories, insulation, hangers, supports, thermostats, controls and wiring as indicated on contract drawings.
  - 2. Remove perimeter radiation heat serving area of work, including but not limited to, hot water piping, fin tube element, enclosures, hangers, supports, and all piping specialties as indicated on contract drawings.
  - 3. Provide and install new VRF system to serve renovated offices, including but not limited to, outdoor and indoor heat recovery units, roof support rails and pipe curbs, indoor ceiling cassette air handling units, refrigerant piping, condensate drain, outdoor air ductwork, roof mounted outdoor air intakes, air duct accessories, insulation, hangers, supports, thermostats, controls and wiring as indicated on contract drawings.
  - 4. Provide and install new perimeter heating in renovated offices, including but not limited to, hot water piping, fin tube element, enclosures, hangers, supports, and all piping specialties as indicated on contract drawings.
  - 5. Provide and install insulation for piping and ductwork including requirements for internal lining for ductwork as indicated within the specifications.
  - 6. Provide all pipe materials and ductwork materials and construction as outlined on drawings and within specifications.

7. By law, the heating system must be operational by October 15<sup>th</sup>. If the heating system cannot be operational by October 15<sup>th</sup>, the contractor is responsible for providing temporary heating for the school.
  8. Provide testing, adjusting and balancing for all new HVAC Systems.
  9. Provide new VRF system with web based controls similar to LG Smart Touchscreen controller with IP connectivity as indicated on contract drawings..
  10. Provide all work noted in all of the specifications and drawings.
  11. Provide all cutting and patching as required to perform the work of this contract.
  12. Provide all necessary permits and approvals.
  13. Provide all necessary rigging as required to perform the work of this contract.
  14. Provide operation and maintenance manuals and record as-built drawings for everything installed in this contract.
  15. Provide instructions and factory authorized training to owner of all equipment provided in this contract.
  16. Provide cleanup and removal of all construction debris and other trash on a daily basis.
- B. Note that this Summary of Work specification is intended to help delineate work. It does not mean that this is necessarily all of the work. It is ultimately the responsibility of the Contractor and their subcontractors to look at all the Contract Documents and all field conditions to determine the full extent of work for this project.
- C. The work shall include all materials, equipment and systems shown on the drawings and work for other Divisions required to complete all the work ready for operation.
- D. The Contractor shall provide all labor, material, equipment and services for the complete and proper installation and operation of the work as indicated, required or implied by the drawings and as specified herein.
- E. All of the specifications listed and all of the drawings listed are part of the Contract Documents of the Contractor. The Contractor shall review all drawings, other documents and specification divisions to determine the full scope of his work.
- F. It will be the responsibility of the Contractor to examine all Drawings (Architectural, Structural, Mechanical and Electrical) and contract documents to determine the full extent of the work. All field measurements and verifications of conditions and materials will be the obligation of the Contractor. The submission of a Proposal by the Contractor will be considered an indication that all work has been included in the Proposal. It will also be considered an indication that a thorough review of conditions, materials, and all related specifications have been investigated by the Contractor, and the results of such investigations have been included in the Contractor's Proposal.
- G. Coordination between the Mechanical Contractor and Electrical Contractor:
1. The Electrical Contractor shall:
    - a. Receive and set the motor starters, etc. as provided by the Mechanical Contractor.
    - b. Provide power wiring, including final connection of same, from source to starters or contactors to motors.
    - c. Receive and install the wall-mounted electrical control devices, thermal switches, etc., and provide all wiring for same.

- d. Provide all fused or unfused disconnect switches and circuit breakers not supplied as part of the HVAC system and as required by the National Electrical Code, or as shown on the drawings, or as specified.
  - e. Adjust connections to electrical motors to ensure proper rotation.
  - f. Provide fire alarm duct detectors and remote test stations and wire/program in the fire alarm system. Turn over the duct detector in a housing and the correctly sized air tubes to the mechanical contractor for installation on the ductwork.
2. The Mechanical Contractor will:
- a. Furnish and set all motors for equipment provided as part of the HVAC contract.
  - b. Furnish all motor starters, variable frequency drives, contactors, pushbuttons and switches for local and remote control of HVAC equipment that is not provided by the Electrical Contractor and turn over to the Electrical Contractor for installation. Combination starters shall be furnished for individual (not attached to the equipment) and for packaged equipment regardless if specified or not in the respective sections of the specification.
  - c. Provide pre-wired control panels, including relays, switches, pilot lights, etc., all as shown and/or specified, complete with wiring to numbered terminal strip.
  - d. Furnish wiring diagrams for the systems power wiring, in sufficient time to allow roughing-in of conduit in accordance with the proposed work schedule.
  - e. Receive the fire alarm duct detector housing and air sampling tubes from the EC and install in the ductwork. MC is required to wire from the relay base of the duct detector into the HVAC unit starter/VFD for shut-down upon detection of smoke.

#### 1.5 WARRANTY

- A. Contractors shall note that all equipment warranties, as described in the various sections of the Specifications, will begin after Substantial Completion. It will not make any difference when equipment is ordered, delivered or installed, warranties will commence after the Architect issues his letter of "Substantial Completion."
- B. All equipment is to include factory start-up unless the Contractor receives written permission, from the owner, for Contractor start-up. Copies of the start-up report must be included with the Request for Final Payment, otherwise final payment will be withheld until the factory reports are submitted.
- C. All equipment furnished for this Owner shall include a two-year warranty on parts and labor. This warranty shall supersede all notations in all the other Division 23 specification sections that are shorter than two years.

PART 2 - PRODUCTS (Not applicable)

PART 3 - EXECUTION (Not applicable).

END OF SECTION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Piping materials and installation instructions common to most piping systems.
  - 2. Mechanical sleeve seals.
  - 3. Sleeves.
  - 4. Escutcheons.
  - 5. Grout.
  - 6. HVAC demolition.
  - 7. Equipment installation requirements common to equipment sections.
  - 8. Painting and finishing.
  - 9. Supports and anchorages.

### 1.3 DEFINITIONS

- A. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct chases, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawlspaces, and tunnels.
- B. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces and mechanical equipment rooms.
- C. Exposed, Exterior Installations: Exposed to view outdoors or subject to outdoor ambient temperatures and weather conditions. Examples include rooftop locations.
- D. Concealed, Interior Installations: Concealed from view and protected from physical contact by building occupants. Examples include above ceilings and chases.
- E. Concealed, Exterior Installations: Concealed from view and protected from weather conditions and physical contact by building occupants but subject to outdoor ambient temperatures. Examples include installations within unheated shelters.
- F. The following are industry abbreviations for plastic materials:
  - 1. CPVC: Chlorinated polyvinyl chloride plastic.
  - 2. PE: Polyethylene plastic.
  - 3. PVC: Polyvinyl chloride plastic.
- G. The following are industry abbreviations for rubber materials:

1. EPDM: Ethylene-propylene-diene terpolymer rubber.
2. NBR: Acrylonitrile-butadiene rubber.

#### 1.4 SUBMITTALS

- A. Product Data: For the following:
  1. Transition fittings.
  2. Mechanical sleeve seals.
  3. Escutcheons.
- B. Welding certificates.

#### 1.5 QUALITY ASSURANCE

- A. Steel Support Welding: Qualify processes and operators according to AWS D1.1, "Structural Welding Code--Steel."
- B. Steel Pipe Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."
  1. Comply with provisions in ASME B31 Series, "Code for Pressure Piping."
  2. Certify that each welder has passed AWS qualification tests for welding processes involved and that certification is current.
- C. Electrical Characteristics for HVAC Equipment: Equipment of higher electrical characteristics may be furnished provided such proposed equipment is approved in writing and connecting electrical services, circuit breakers, and conduit sizes are appropriately modified. If minimum energy ratings or efficiencies are specified, equipment shall comply with requirements.

#### 1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver pipes and tubes with factory-applied end caps. Maintain end caps through shipping, storage, and handling to prevent pipe end damage and to prevent entrance of dirt, debris, and moisture.
- B. Store plastic pipes protected from direct sunlight. Support to prevent sagging and bending.

#### 1.7 COORDINATION

- A. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction, to allow for HVAC installations.
- B. Coordinate installation of required supporting devices and set sleeves in poured-in-place concrete and other structural components as they are constructed.

- C. Coordinate requirements for access panels and doors for HVAC items requiring access that are concealed behind finished surfaces. Access panels and doors are specified in Division 08 Section "Access Doors and Frames."

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. In other Part 2 articles where subparagraph titles below introduce lists, the following requirements apply for product selection:
  - 1. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the manufacturers specified.
  - 2. Manufacturers: Subject to compliance with requirements, provide products by the manufacturers specified.

### 2.2 PIPE, TUBE, AND FITTINGS

- A. Refer to individual Division 23 piping Sections for pipe, tube, and fitting materials and joining methods.
- B. Pipe Threads: ASME B1.20.1 for factory-threaded pipe and pipe fittings.

### 2.3 JOINING MATERIALS

- A. Refer to individual Division 23 piping Sections for special joining materials not listed below.
- B. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
  - 1. ASME B16.21, nonmetallic, flat, asbestos-free, 1/8-inch (3.2-mm) maximum thickness unless thickness or specific material is indicated.
    - a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
    - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
  - 2. AWWA C110, rubber, flat face, 1/8 inch (3.2 mm) thick, unless otherwise indicated; and full-face or ring type, unless otherwise indicated.
- C. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
- D. Plastic, Pipe-Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer, unless otherwise indicated.
- E. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.



- F. Brazing Filler Metals: AWS A5.8, BCuP Series, copper-phosphorus alloys for general-duty brazing, unless otherwise indicated; and AWS A5.8, BAgl, silver alloy for refrigerant piping, unless otherwise indicated.
- G. Welding Filler Metals: Comply with AWS D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
- H. Solvent Cements for Joining Plastic Piping:
  - 1. CPVC Piping: ASTM F 493.
  - 2. PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.
- I. Fiberglass Pipe Adhesive: As furnished or recommended by pipe manufacturer.

#### 2.4 MECHANICAL SLEEVE SEALS

- A. Description: Modular sealing element unit, designed for field assembly, to fill annular space between pipe and sleeve.
  - 1. Manufacturers:
    - a. Advance Products & Systems, Inc.
    - b. Calpico, Inc.
    - c. Metraflex Co.
    - d. Pipeline Seal and Insulator, Inc.
  - 2. Sealing Elements: EPDM interlocking links shaped to fit surface of pipe. Include type and number required for pipe material and size of pipe.
  - 3. Pressure Plates: Carbon steel. Include two for each sealing element.
  - 4. Connecting Bolts and Nuts: Carbon steel with corrosion-resistant coating of length required to secure pressure plates to sealing elements. Include one for each sealing element.

#### 2.5 SLEEVES

- A. Galvanized-Steel Sheet: 0.0239-inch (0.6-mm) minimum thickness; round tube closed with welded longitudinal joint.
- B. Steel Pipe: ASTM A 53, Type E, Grade B, Schedule 40, galvanized, plain ends.
- C. Cast Iron: Cast or fabricated "wall pipe" equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop, unless otherwise indicated.
- D. Stack Sleeve Fittings: Manufactured, cast-iron sleeve with integral clamping flange. Include clamping ring and bolts and nuts for membrane flashing.
  - 1. Underdeck Clamp: Clamping ring with set screws.

## 2.6 ESCUTCHEONS

- A. Description: Manufactured wall and ceiling escutcheons and floor plates, with an ID to closely fit around pipe, tube, and insulation of insulated piping and an OD that completely covers opening.
- B. One-Piece, Deep-Pattern Type: Deep-drawn, box-shaped brass with polished chrome-plated finish.
- C. One-Piece, Cast-Brass Type: With set screw.
  - 1. Finish: Rough brass.
- D. Split-Casting, Cast-Brass Type: With concealed hinge and set screw.
  - 1. Finish: Polished chrome-plated.
- E. One-Piece, Stamped-Steel Type: With set screw and chrome-plated finish.
- F. Split-Plate, Stamped-Steel Type: With concealed hinge, set screw or spring clips, and chrome-plated finish.
- G. One-Piece, Floor-Plate Type: Cast-iron floor plate.
- H. Split-Casting, Floor-Plate Type: Cast brass with concealed hinge and set screw.

## 2.7 GROUT

- A. Description: ASTM C 1107, Grade B, nonshrink and nonmetallic, dry hydraulic-cement grout.
  - 1. Characteristics: Post-hardening, volume-adjusting, nonstaining, noncorrosive, nongaseous, and recommended for interior and exterior applications.
  - 2. Design Mix: 5000-psi (34.5-MPa), 28-day compressive strength.
  - 3. Packaging: Premixed and factory packaged.

## PART 3 - EXECUTION

### 3.1 HVAC DEMOLITION

- A. Refer to Division 1 Sections "Cutting and Patching" and "Selective Demolition" for general demolition requirements and procedures.
- B. Disconnect, demolish, and remove HVAC systems, equipment, and components indicated to be removed.
  - 1. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
  - 2. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.

3. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
  4. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material.
  5. Equipment to Be Removed: Disconnect and cap services and remove equipment.
  6. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
  7. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
- C. If pipe, insulation, or equipment to remain is damaged in appearance or is unserviceable, remove damaged or unserviceable portions and replace with new products of equal capacity and quality.

### 3.2 PIPING SYSTEMS - COMMON REQUIREMENTS

- A. Install piping according to the following requirements and Division 23 Sections specifying piping systems.
- B. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
- C. Install piping in concealed locations, unless otherwise indicated and except in equipment rooms and service areas.
- D. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- E. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- F. Install piping to permit valve servicing.
- G. Install piping at indicated slopes.
- H. Install piping free of sags and bends.
- I. Install fittings for changes in direction and branch connections.
- J. Install piping to allow application of insulation.
- K. Select system components with pressure rating equal to or greater than system operating pressure.
- L. Install escutcheons for penetrations of walls, ceilings, and floors according to the following:
  1. New Piping:
    - a. Piping with Fitting or Sleeve Protruding from Wall: One-piece, deep-pattern type.

- b. Chrome-Plated Piping: One-piece, cast-brass type with polished chrome-plated finish.
  - c. Insulated Piping: One-piece, stamped-steel type with spring clips.
  - d. Bare Piping at Wall and Floor Penetrations in Finished Spaces: One-piece, stamped-steel type.
  - e. Bare Piping at Ceiling Penetrations in Finished Spaces: Split-casting, cast-brass type with polished chrome-plated finish.
  - f. Bare Piping in Unfinished Service Spaces: One-piece, cast-brass type with rough-brass finish.
  - g. Bare Piping in Equipment Rooms: One-piece, stamped-steel type with set screw.
  - h. Bare Piping at Floor Penetrations in Equipment Rooms: One-piece, floor-plate type.
- M. Sleeves are not required for core-drilled holes.
- N. Permanent sleeves are not required for holes formed by removable PE sleeves.
- O. Install sleeves for pipes passing through concrete and masonry walls and concrete floor and roof slabs.
- P. Install sleeves for pipes passing through concrete and masonry walls, gypsum-board partitions, and concrete floor and roof slabs.
- 1. Cut sleeves to length for mounting flush with both surfaces.
    - a. Exception: Extend sleeves installed in floors of mechanical equipment areas or other wet areas 2 inches above finished floor level. Extend cast-iron sleeve fittings below floor slab as required to secure clamping ring if ring is specified.
  - 2. Install sleeves in new walls and slabs as new walls and slabs are constructed.
  - 3. Install sleeves that are large enough to provide 1/4-inch annular clear space between sleeve and pipe or pipe insulation. Use the following sleeve materials:
    - a. Steel Pipe Sleeves: For pipes smaller than NPS 6.
    - b. Steel Sheet Sleeves: For pipes NPS 6 and larger, penetrating gypsum-board partitions.
    - c. Stack Sleeve Fittings: For pipes penetrating floors with membrane waterproofing. Secure flashing between clamping flanges. Install section of cast-iron soil pipe to extend sleeve to 2 inches above finished floor level. Refer to Division 07 Section "Sheet Metal Flashing and Trim" for flashing.
      - 1) Seal space outside of sleeve fittings with grout.
  - 4. Except for underground wall penetrations, seal annular space between sleeve and pipe or pipe insulation, using joint sealants appropriate for size, depth, and location of joint. Refer to Division 07 Section "Joint Sealants" for materials and installation.
- Q. Aboveground, Exterior-Wall Pipe Penetrations: Seal penetrations using sleeves and mechanical sleeve seals. Select sleeve size to allow for 1-inch annular clear space between pipe and sleeve for installing mechanical sleeve seals.

1. Install steel pipe for sleeves smaller than 6 inches in diameter.
  2. Install cast-iron "wall pipes" for sleeves 6 inches and larger in diameter.
  3. Mechanical Sleeve Seal Installation: Select type and number of sealing elements required for pipe material and size. Position pipe in center of sleeve. Assemble mechanical sleeve seals and install in annular space between pipe and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make watertight seal.
- R. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestop materials. Refer to Division 07 Section "Penetration Firestopping" for materials.
- S. Verify final equipment locations for roughing-in.
- T. Refer to equipment specifications in other Sections of these Specifications for roughing-in requirements.

### 3.3 PIPING JOINT CONSTRUCTION

- A. Join pipe and fittings according to the following requirements and Division 23 Sections specifying piping systems.
- B. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- C. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- D. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- E. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter, using copper-phosphorus brazing filler metal complying with AWS A5.8.
- F. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- G. Welded Joints: Construct joints according to AWS D10.12, using qualified processes and welding operators according to Part 1 "Quality Assurance" Article.
- H. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.

- I. Plastic Piping Solvent-Cement Joints: Clean and dry joining surfaces. Join pipe and fittings according to the following:
  - 1. Comply with ASTM F 402 for safe-handling practice of cleaners, primers, and solvent cements.
  - 2. CPVC Piping: Join according to ASTM D 2846/D 2846M Appendix.
  - 3. PVC Pressure Piping: Join schedule number ASTM D 1785, PVC pipe and PVC socket fittings according to ASTM D 2672. Join other-than-schedule-number PVC pipe and socket fittings according to ASTM D 2855.
  - 4. PVC Nonpressure Piping: Join according to ASTM D 2855.
- J. Plastic Pressure Piping Gasketed Joints: Join according to ASTM D 3139.
- K. Plastic Nonpressure Piping Gasketed Joints: Join according to ASTM D 3212.

### 3.4 PIPING CONNECTIONS

- A. Make connections according to the following, unless otherwise indicated:
  - 1. Install unions, in piping NPS 2 and smaller, adjacent to each valve and at final connection to each piece of equipment.
  - 2. Install flanges, in piping NPS 2-1/2 and larger, adjacent to flanged valves and at final connection to each piece of equipment.
  - 3. Wet Piping Systems: Install dielectric coupling and nipple fittings to connect piping materials of dissimilar metals.

### 3.5 EQUIPMENT INSTALLATION - COMMON REQUIREMENTS

- A. Install equipment to allow maximum possible headroom unless specific mounting heights are not indicated.
- B. Install equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.
- C. Install HVAC equipment to facilitate service, maintenance, and repair or replacement of components. Connect equipment for ease of disconnecting, with minimum interference to other installations. Extend grease fittings to accessible locations.
- D. Install equipment to allow right of way for piping installed at required slope.

### 3.6 PAINTING

- A. Painting of HVAC systems, equipment, and components is specified in Division 09 Sections "Interior Painting" and "Exterior Painting."
- B. Damage and Touchup: Repair marred and damaged factory-painted finishes with materials and procedures to match original factory finish.

### 3.7 ERECTION OF METAL SUPPORTS AND ANCHORAGES

- A. Refer to Division 05 Section "Metal Fabrications" for structural steel.
- B. Cut, fit, and place miscellaneous metal supports accurately in location, alignment, and elevation to support and anchor HVAC materials and equipment.
- C. Field Welding: Comply with AWS D1.1.

### 3.8 ERECTION OF WOOD SUPPORTS AND ANCHORAGES

- A. Cut, fit, and place wood grounds, nailers, blocking, and anchorages to support, and anchor HVAC materials and equipment.
- B. Select fastener sizes that will not penetrate members if opposite side will be exposed to view or will receive finish materials. Tighten connections between members. Install fasteners without splitting wood members.
- C. Attach to substrates as required to support applied loads.

### 3.9 GROUTING

- A. Mix and install grout for HVAC equipment base bearing surfaces, pump and other equipment base plates, and anchors.
- B. Clean surfaces that will come into contact with grout.
- C. Provide forms as required for placement of grout.
- D. Avoid air entrapment during placement of grout.
- E. Place grout, completely filling equipment bases.
- F. Place grout on concrete bases and provide smooth bearing surface for equipment.
- G. Place grout around anchors.
- H. Cure placed grout.

END OF SECTION 230500

## SECTION 230513 - COMMON MOTOR REQUIREMENTS FOR HVAC EQUIPMENT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section includes general requirements for single-phase and polyphase, general-purpose, horizontal, small and medium, squirrel-cage induction motors for use on ac power systems up to 600 V and installed at equipment manufacturer's factory or shipped separately by equipment manufacturer for field installation.

#### 1.3 COORDINATION

- A. Coordinate features of motors, installed units, and accessory devices to be compatible with the following:
  - 1. Motor controllers.
  - 2. Torque, speed, and horsepower requirements of the load.
  - 3. Ratings and characteristics of supply circuit and required control sequence.
  - 4. Ambient and environmental conditions of installation location.

### PART 2 - PRODUCTS

#### 2.1 GENERAL MOTOR REQUIREMENTS

- A. Comply with NEMA MG 1 unless otherwise indicated.
- B. Comply with IEEE 841 for severe-duty motors.

#### 2.2 MOTOR CHARACTERISTICS

- A. Duty: Continuous duty at ambient temperature of 40 deg C and at altitude of 3300 feet above sea level.
- B. Capacity and Torque Characteristics: Sufficient to start, accelerate, and operate connected loads at designated speeds, at installed altitude and environment, with indicated operating sequence, and without exceeding nameplate ratings or considering service factor.



## 2.3 POLYPHASE MOTORS

- A. Description: NEMA MG 1, Design B, medium induction motor.
- B. Efficiency: Energy efficient, as defined in NEMA MG 1.
- C. Service Factor: 1.15.
- D. Multispeed Motors: Variable torque.
  - 1. For motors with 2:1 speed ratio, consequent pole, single winding.
  - 2. For motors with other than 2:1 speed ratio, separate winding for each speed.
- E. Multispeed Motors: Separate winding for each speed.
- F. Rotor: Random-wound, squirrel cage.
- G. Bearings: Regreasable, shielded, antifriction ball bearings suitable for radial and thrust loading.
- H. Temperature Rise: Match insulation rating.
- I. Insulation: Class F.
- J. Code Letter Designation:
  - 1. Motors Smaller than 15 HP: Manufacturer's standard starting characteristic.
- K. Enclosure Material: Cast iron for motor frame sizes 324T and larger; rolled steel for motor frame sizes smaller than 324T.

## 2.4 POLYPHASE MOTORS WITH ADDITIONAL REQUIREMENTS

- A. Motors Used with Reduced-Voltage and Multispeed Controllers: Match wiring connection requirements for controller with required motor leads. Provide terminals in motor terminal box, suited to control method.
- B. Motors Used with Variable Frequency Controllers: Ratings, characteristics, and features coordinated with and approved by controller manufacturer.
  - 1. Windings: Copper magnet wire with moisture-resistant insulation varnish, designed and tested to resist transient spikes, high frequencies, and short time rise pulses produced by pulse-width modulated inverters.
  - 2. Energy- and Premium-Efficient Motors: Class B temperature rise; Class F insulation.
  - 3. Inverter-Duty Motors: Class F temperature rise; Class H insulation.
  - 4. Thermal Protection: Comply with NEMA MG 1 requirements for thermally protected motors.
- C. Severe-Duty Motors: Comply with IEEE 841, with 1.15 minimum service factor.

## 2.5 SINGLE-PHASE MOTORS

- A. Motors larger than 1/20 hp shall be one of the following, to suit starting torque and requirements of specific motor application:
  - 1. Permanent-split capacitor.
  - 2. Electronically commutated
  - 3. Split phase.
  - 4. Capacitor start, inductor run.
  - 5. Capacitor start, capacitor run.
- B. Multispeed Motors: Variable-torque, electronically commutated.
- C. Bearings: Prelubricated, antifriction ball bearings or sleeve bearings suitable for radial and thrust loading.
- D. Motors 1/20 HP and Smaller: Shaded-pole type.
- E. Thermal Protection: Internal protection to automatically open power supply circuit to motor when winding temperature exceeds a safe value calibrated to temperature rating of motor insulation. Thermal-protection device shall automatically reset when motor temperature returns to normal range.

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 230513

## SECTION 230529 - HANGERS AND SUPPORTS FOR HVAC PIPING AND EQUIPMENT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section Includes:

1. Metal pipe hangers and supports.
2. Trapeze pipe hangers.
3. Metal framing systems.
4. Thermal-hanger shield inserts.
5. Fastener systems.
6. Pipe stands.
7. Equipment supports.

- B. Related Sections:

1. Section 233113 "Metal Ducts" for duct hangers and supports.

#### 1.3 DEFINITIONS

- A. MSS: Manufacturers Standardization Society of The Valve and Fittings Industry Inc.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Structural Performance: Hangers and supports for HVAC piping and equipment shall withstand the effects of gravity loads and stresses within limits and under conditions indicated according to ASCE/SEI 7.
  1. Design supports for multiple pipes, including pipe stands, capable of supporting combined weight of supported systems, system contents, and test water.
  2. Design equipment supports capable of supporting combined operating weight of supported equipment and connected systems and components.

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.

- B. Shop Drawings: Signed and sealed by a qualified professional engineer. Show fabrication and installation details and include calculations for the following; include Product Data for components:
  - 1. Trapeze pipe hangers.
  - 2. Metal framing systems.
  - 3. Fiberglass strut systems.
  - 4. Pipe stands.
  - 5. Equipment supports.

## 1.6 INFORMATIONAL SUBMITTALS

- A. Welding certificates.

## 1.7 QUALITY ASSURANCE

- A. Structural Steel Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Pipe Welding Qualifications: Qualify procedures and operators according to ASME Boiler and Pressure Vessel Code.

## PART 2 - PRODUCTS

### 2.1 METAL PIPE HANGERS AND SUPPORTS

- A. Carbon-Steel Pipe Hangers and Supports:

- 1. Description: MSS SP-58, Types 1 through 58, factory-fabricated components.
- 2. Galvanized Metallic Coatings: Pregalvanized or hot dipped.
- 3. Nonmetallic Coatings: Plastic coating, jacket, or liner.
- 4. Padded Hangers: Hanger with fiberglass or other pipe insulation pad or cushion to support bearing surface of piping.
- 5. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.
- 6. Hanger Rods: Continuous-thread rod, nuts, and washer made of stainless steel.

- B. Copper Pipe Hangers:

- 1. Description: MSS SP-58, Types 1 through 58, copper-coated-steel, factory-fabricated components.
- 2. Hanger Rods: Continuous-thread rod, nuts, and washer made of copper-coated steel.

### 2.2 TRAPEZE PIPE HANGERS

- A. Description: MSS SP-69, Type 59, shop- or field-fabricated pipe-support assembly made from structural carbon-steel shapes with MSS SP-58 carbon-steel hanger rods, nuts, saddles, and U-bolts.

## 2.3 METAL FRAMING SYSTEMS

### A. MFMA Manufacturer Metal Framing Systems:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Allied Tube and Conduit.
  - b. B-line.
  - c. Unistrut.
2. Description: Shop- or field-fabricated pipe-support assembly for supporting multiple parallel pipes.
3. Standard: MFMA-4.
4. Channels: Continuous slotted steel channel with inturned lips.
5. Channel Nuts: Formed or stamped steel nuts or other devices designed to fit into channel slot and, when tightened, prevent slipping along channel.
6. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.
7. Metallic Coating: Electroplated zinc.

## 2.4 THERMAL-HANGER SHIELD INSERTS FOR FIBERGLASS INSULATED PIPING

### A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. National Pipe Hanger Corporation.
2. Pipe Shields, Inc.
3. Piping Technology and Products, Inc.
4. Armaflex

B. Insulation-Insert Material for Cold Piping: ASTM C 552, Type II cellular glass with 100-psig or ASTM C 591, Type VI, Grade 1 polyisocyanurate with 125-psig minimum compressive strength and vapor barrier.

C. Insulation-Insert Material for Hot Piping: Water-repellent treated, ASTM C 533, Type I calcium silicate with 100-psig or ASTM C 591, Type VI, Grade 1 polyisocyanurate with 125-psig minimum compressive strength.

D. For Trapeze or Clamped Systems: Insert and shield shall cover entire circumference of pipe.

E. For Clevis or Band Hangers: Insert and shield shall cover lower 180 degrees of pipe.

F. Insert Length: Extend 2 inches beyond sheet metal shield for piping operating below ambient air temperature.

## 2.5 INSULATION PIPE HANGER FOR PIPING WITH FLEXIBLE ELASTOMERIC INSULATION

### A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Armaflex Armafix IPH

- B. Single-piece thermally insulated pipe hanger with self-adhesive closure. CFC-free PUR/PIR load-bearing segments embedded in closed cell insulation with outer shell of 30-mil thick painted aluminum.
- C. Shall be installed under all insulated lines at unistrut clamps, clevis hangers, or locations where insulation may be compressed.
- D. The seams shall be sealed with Armaflex 520, 520 Black or 520 BLV contact adhesive. To minimize the movement of Armafix, it is recommended that a pair of non-skid pads be adhered to the clamps. In addition, to prevent loosening of the clamps, use of an anti-vibratory fastener, such as a nylon-locking nut, is also recommended.

2.6 FASTENER SYSTEMS

- A. Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.
- B. Mechanical-Expansion Anchors: Insert-wedge-type, zinc-coated steel anchors, for use in hardened portland cement concrete; with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

2.7 PIPE STANDS

- A. General Requirements for Pipe Stands: Shop- or field-fabricated assemblies made of manufactured corrosion-resistant components to support roof-mounted piping.
- B. Compact Pipe Stand: One-piece plastic unit with integral-rod roller, pipe clamps, or V-shaped cradle to support pipe, for roof installation without membrane penetration.
- C. Low-Type, Single-Pipe Stand: One-piece plastic base unit with plastic roller, for roof installation without membrane penetration.
- D. High-Type, Single-Pipe Stand:
  - 1. Description: Assembly of base, vertical and horizontal members, and pipe support, for roof installation without membrane penetration.
  - 2. Base: Plastic.
  - 3. Vertical Members: Two or more cadmium-plated-steel or stainless-steel, continuous-thread rods.
  - 4. Horizontal Member: Cadmium-plated-steel or stainless-steel rod with plastic or stainless-steel, roller-type pipe support.
- E. High-Type, Multiple-Pipe Stand:
  - 1. Description: Assembly of bases, vertical and horizontal members, and pipe supports, for roof installation without membrane penetration.
  - 2. Bases: One or more; plastic.

3. Vertical Members: Two or more protective-coated-steel channels.
4. Horizontal Member: Protective-coated-steel channel.
5. Pipe Supports: Galvanized-steel, clevis-type pipe hangers.

## 2.8 EQUIPMENT SUPPORTS

- A. Description: Welded, shop- or field-fabricated equipment support made from structural carbon-steel shapes.

## 2.9 MISCELLANEOUS MATERIALS

- A. Structural Steel: ASTM A 36/A 36M, carbon-steel plates, shapes, and bars; black and galvanized.
- B. Grout: ASTM C 1107, factory-mixed and -packaged, dry, hydraulic-cement, nonshrink and nonmetallic grout; suitable for interior and exterior applications.
  1. Properties: Nonstaining, noncorrosive, and nongaseous.
  2. Design Mix: 5000-psi, 28-day compressive strength.

## PART 3 - EXECUTION

### 3.1 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Install hangers, supports, clamps, and attachments as required to properly support piping from the building structure.
- B. Metal Trapeze Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Arrange for grouping of parallel runs of horizontal piping, and support together on field-fabricated trapeze pipe hangers.
  1. Pipes of Various Sizes: Support together and space trapezes for smallest pipe size or install intermediate supports for smaller diameter pipes as specified for individual pipe hangers.
  2. Field fabricate from ASTM A 36/A 36M, carbon-steel shapes selected for loads being supported. Weld steel according to AWS D1.1/D1.1M.
- C. Metal Framing System Installation: Arrange for grouping of parallel runs of piping, and support together on field-assembled metal framing systems.
- D. Thermal-Hanger Shield Installation: Install in pipe hanger or shield for insulated piping.
- E. Fastener System Installation:
  1. Install powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches thick in concrete after concrete is placed and completely cured. Use

- operators that are licensed by powder-actuated tool manufacturer. Install fasteners according to powder-actuated tool manufacturer's operating manual.
2. Install mechanical-expansion anchors in concrete after concrete is placed and completely cured. Install fasteners according to manufacturer's written instructions.
- F. Pipe Stand Installation:
1. Pipe Stand Types except Curb-Mounted Type: Assemble components and mount on smooth roof surface. Do not penetrate roof membrane.
  2. Curb-Mounted-Type Pipe Stands: Assemble components or fabricate pipe stand and mount on permanent, stationary roof curb. See Section 077200 "Roof Accessories" for curbs.
- G. Install hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- H. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- I. Install hangers and supports to allow controlled thermal and seismic movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends, and similar units.
- J. Install lateral bracing with pipe hangers and supports to prevent swaying.
- K. Install building attachments within concrete slabs or attach to structural steel. Install additional attachments at concentrated loads, including valves, flanges, and strainers, NPS 2-1/2 and larger and at changes in direction of piping. Install concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- L. Load Distribution: Install hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- M. Pipe Slopes: Install hangers and supports to provide indicated pipe slopes and to not exceed maximum pipe deflections allowed by ASME B31.9 for building services piping.
- N. Insulated Piping:
1. Attach clamps and spacers to piping.
    - a. Piping Operating above Ambient Air Temperature: Clamp may project through insulation.
    - b. Piping Operating below Ambient Air Temperature: Use thermal-hanger shield insert with clamp sized to match OD of insert for piping with fiberglass insulation and Armafix IPH for piping with flexible elastomeric insulation.
    - c. Do not exceed pipe stress limits allowed by ASME B31.9 for building services piping.
  2. Install MSS SP-58, Type 39, protection saddles if insulation without vapor barrier is indicated. Fill interior voids with insulation that matches adjoining insulation.



- a. Option: Thermal-hanger shield inserts may be used. Include steel weight-distribution plate for pipe NPS 4 and larger if pipe is installed on rollers.
3. Install MSS SP-58, Type 40, protective shields on cold piping with vapor barrier. Shields shall span an arc of 180 degrees.
  - a. Option: Thermal-hanger shield inserts may be used. Include steel weight-distribution plate for pipe NPS 4 and larger if pipe is installed on rollers.
4. Shield Dimensions for Pipe: Not less than the following:
  - a. NPS 1/4 to NPS 3-1/2: 12 inches long and 0.048 inch thick.
  - b. NPS 4: 12 inches long and 0.06 inch thick.
5. Thermal-Hanger Shields: Install with insulation same thickness as piping insulation.
6. Install Armafix IPH at all hangers where flexible elastomeric is utilized for piping.

### 3.2 EQUIPMENT SUPPORTS

- A. Fabricate structural-steel stands to suspend equipment from structure overhead or to support equipment above floor.
- B. Grouting: Place grout under supports for equipment and make bearing surface smooth.
- C. Provide lateral bracing, to prevent swaying, for equipment supports.

### 3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers and equipment supports.
- B. Fit exposed connections together to form hairline joints. Field weld connections that cannot be shop welded because of shipping size limitations.
- C. Field Welding: Comply with AWS D1.1/D1.1M procedures for shielded, metal arc welding; appearance and quality of welds; and methods used in correcting welding work; and with the following:
  1. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals.
  2. Obtain fusion without undercut or overlap.
  3. Remove welding flux immediately.
  4. Finish welds at exposed connections so no roughness shows after finishing and so contours of welded surfaces match adjacent contours.

### 3.4 ADJUSTING

- A. Hanger Adjustments: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.

- B. Trim excess length of continuous-thread hanger and support rods to 1-1/2 inches.

### 3.5 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
  - 1. Apply paint by brush or spray to provide a minimum dry film thickness of 2.0 mils.
- B. Touchup: Cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint on miscellaneous metal are specified in Section 099110 "Painting."
- C. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

### 3.6 HANGER AND SUPPORT SCHEDULE

- A. Specific hanger and support requirements are in Sections specifying piping systems and equipment.
- B. Comply with MSS SP-69 for pipe-hanger selections and applications that are not specified in piping system Sections.
- C. Use hangers and supports with galvanized metallic coatings for piping and equipment that will not have field-applied finish.
- D. Use nonmetallic coatings on attachments for electrolytic protection where attachments are in direct contact with copper tubing.
- E. Use carbon-steel pipe hangers and supports, metal trapeze pipe hangers and metal framing systems and attachments for general service applications.
- F. Use copper-plated pipe hangers and copper or stainless-steel attachments for copper piping and tubing.
- G. Use padded hangers for piping that is subject to scratching.
- H. Use thermal-hanger shield inserts for insulated piping and tubing.
- I. Horizontal-Piping Hangers and Supports: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
  - 1. Adjustable, Steel Clevis Hangers (MSS Type 1): For suspension of noninsulated or insulated, stationary pipes NPS 1/2 to NPS 30.
  - 2. Carbon- or Alloy-Steel, Double-Bolt Pipe Clamps (MSS Type 3): For suspension of pipes NPS 3/4 to NPS 36, requiring clamp flexibility and up to 4 inches of insulation.
  - 3. Steel Pipe Clamps (MSS Type 4): For suspension of cold and hot pipes NPS 1/2 to NPS 24 if little or no insulation is required.

4. Pipe Hangers (MSS Type 5): For suspension of pipes NPS 1/2 to NPS 4, to allow off-center closure for hanger installation before pipe erection.
  5. Adjustable, Swivel Split- or Solid-Ring Hangers (MSS Type 6): For suspension of noninsulated, stationary pipes NPS 3/4 to NPS 8.
  6. Adjustable, Steel Band Hangers (MSS Type 7): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  7. Adjustable Band Hangers (MSS Type 9): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  8. Adjustable, Swivel-Ring Band Hangers (MSS Type 10): For suspension of noninsulated, stationary pipes NPS 1/2 to NPS 8.
  9. Split Pipe Ring with or without Turnbuckle Hangers (MSS Type 11): For suspension of noninsulated, stationary pipes NPS 3/8 to NPS 8.
  10. Extension Hinged or Two-Bolt Split Pipe Clamps (MSS Type 12): For suspension of noninsulated, stationary pipes NPS 3/8 to NPS 3.
  11. U-Bolts (MSS Type 24): For support of heavy pipes NPS 1/2 to NPS 30.
  12. Clips (MSS Type 26): For support of insulated pipes not subject to expansion or contraction.
  13. Pipe Saddle Supports (MSS Type 36): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate.
  14. Pipe Stanchion Saddles (MSS Type 37): For support of pipes NPS 4 to NPS 36, with steel-pipe base stanchion support and cast-iron floor flange or carbon-steel plate, and with U-bolt to retain pipe.
  15. Adjustable Pipe Saddle Supports (MSS Type 38): For stanchion-type support for pipes NPS 2-1/2 to NPS 36 if vertical adjustment is required, with steel-pipe base stanchion support and cast-iron floor flange.
  16. Single-Pipe Rolls (MSS Type 41): For suspension of pipes NPS 1 to NPS 30, from two rods if longitudinal movement caused by expansion and contraction might occur.
  17. Adjustable Roller Hangers (MSS Type 43): For suspension of pipes NPS 2-1/2 to NPS 24, from single rod if horizontal movement caused by expansion and contraction might occur.
  18. Complete Pipe Rolls (MSS Type 44): For support of pipes NPS 2 to NPS 42 if longitudinal movement caused by expansion and contraction might occur but vertical adjustment is not necessary.
  19. Pipe Roll and Plate Units (MSS Type 45): For support of pipes NPS 2 to NPS 24 if small horizontal movement caused by expansion and contraction might occur and vertical adjustment is not necessary.
  20. Adjustable Pipe Roll and Base Units (MSS Type 46): For support of pipes NPS 2 to NPS 30 if vertical and lateral adjustment during installation might be required in addition to expansion and contraction.
- J. Vertical-Piping Clamps: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Extension Pipe or Riser Clamps (MSS Type 8): For support of pipe risers NPS 3/4 to NPS 24.
  2. Carbon- or Alloy-Steel Riser Clamps (MSS Type 42): For support of pipe risers NPS 3/4 to NPS 24 if longer ends are required for riser clamps.
- K. Hanger-Rod Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:

1. Steel Turnbuckles (MSS Type 13): For adjustment up to 6 inches for heavy loads.
  2. Steel Clevises (MSS Type 14): For 120 to 450 deg F piping installations.
  3. Swivel Turnbuckles (MSS Type 15): For use with MSS Type 11, split pipe rings.
  4. Malleable-Iron Sockets (MSS Type 16): For attaching hanger rods to various types of building attachments.
  5. Steel Weldless Eye Nuts (MSS Type 17): For 120 to 450 deg F piping installations.
- L. Building Attachments: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel or Malleable Concrete Inserts (MSS Type 18): For upper attachment to suspend pipe hangers from concrete ceiling.
  2. Top-Beam C-Clamps (MSS Type 19): For use under roof installations with bar-joint construction, to attach to top flange of structural shape.
  3. Side-Beam or Channel Clamps (MSS Type 20): For attaching to bottom flange of beams, channels, or angles.
  4. Center-Beam Clamps (MSS Type 21): For attaching to center of bottom flange of beams.
  5. Welded Beam Attachments (MSS Type 22): For attaching to bottom of beams if loads are considerable and rod sizes are large.
  6. C-Clamps (MSS Type 23): For structural shapes.
  7. Top-Beam Clamps (MSS Type 25): For top of beams if hanger rod is required tangent to flange edge.
  8. Side-Beam Clamps (MSS Type 27): For bottom of steel I-beams.
  9. Steel-Beam Clamps with Eye Nuts (MSS Type 28): For attaching to bottom of steel I-beams for heavy loads.
  10. Linked-Steel Clamps with Eye Nuts (MSS Type 29): For attaching to bottom of steel I-beams for heavy loads, with link extensions.
  11. Malleable-Beam Clamps with Extension Pieces (MSS Type 30): For attaching to structural steel.
  12. Welded-Steel Brackets: For support of pipes from below or for suspending from above by using clip and rod. Use one of the following for indicated loads:
    - a. Light (MSS Type 31): 750 lb.
    - b. Medium (MSS Type 32): 1500 lb.
    - c. Heavy (MSS Type 33): 3000 lb.
  13. Side-Beam Brackets (MSS Type 34): For sides of steel or wooden beams.
  14. Plate Lugs (MSS Type 57): For attaching to steel beams if flexibility at beam is required.
  15. Horizontal Travelers (MSS Type 58): For supporting piping systems subject to linear horizontal movement where headroom is limited.
- M. Saddles and Shields: Unless otherwise indicated and except as specified in piping system Sections, install the following types:
1. Steel-Pipe-Covering Protection Saddles (MSS Type 39): To fill interior voids with insulation that matches adjoining insulation.
  2. Protection Shields (MSS Type 40): Of length recommended in writing by manufacturer to prevent crushing insulation.
  3. Thermal-Hanger Shield Inserts: For supporting insulated pipe.

- N. Comply with MSS SP-69 for trapeze pipe-hanger selections and applications that are not specified in piping system Sections.
- O. Comply with MFMA-103 for metal framing system selections and applications that are not specified in piping system Sections.
- P. Use powder-actuated fasteners or mechanical-expansion anchors instead of building attachments where required in concrete construction.

END OF SECTION 230529

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. Section Includes:
  - 1. Equipment labels.
  - 2. Warning signs and labels.
  - 3. Pipe labels.
  - 4. Duct labels.
  - 5. Stencils.
  - 6. Valve tags.
  - 7. Warning tags.

### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Samples: For color, letter style, and graphic representation required for each identification material and device.
- C. Equipment Label Schedule: Include a listing of all equipment to be labeled with the proposed content for each label.
- D. Valve numbering scheme.
- E. Valve Schedules: For each piping system to include in maintenance manuals.

### 1.4 COORDINATION

- A. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.
- B. Coordinate installation of identifying devices with locations of access panels and doors.
- C. Install identifying devices before installing acoustical ceilings and similar concealment.

## PART 2 - PRODUCTS

### 2.1 EQUIPMENT LABELS

#### A. Metal Labels for Equipment:

1. Material and Thickness: Brass, 0.032-inch, Stainless steel, 0.025-inch, Aluminum, 0.032-inch or anodized aluminum, 0.032-inch minimum thickness, and having predrilled or stamped holes for attachment hardware.
2. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
3. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
4. Fasteners: Stainless-steel rivets or self-tapping screws.
5. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.

#### B. Plastic Labels for Equipment:

1. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/16 inch thick, and having predrilled holes for attachment hardware.
2. Letter Color: Black.
3. Background Color: White.
4. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
5. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
6. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
7. Fasteners: Stainless-steel rivets or self-tapping screws.
8. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.

#### C. Label Content: Include equipment's Drawing designation or unique equipment number, Drawing numbers where equipment is indicated (plans, details, and schedules), plus the Specification Section number and title where equipment is specified.

#### D. Equipment Label Schedule: For each item of equipment to be labeled, on 8-1/2-by-11-inch bond paper. Tabulate equipment identification number and identify Drawing numbers where equipment is indicated (plans, details, and schedules), plus the Specification Section number and title where equipment is specified. Equipment schedule shall be included in operation and maintenance data.

### 2.2 WARNING SIGNS AND LABELS

#### A. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/16 inch thick, and having predrilled holes for attachment hardware.

- B. Letter Color: Black.
- C. Background Color: Yellow.
- D. Maximum Temperature: Able to withstand temperatures up to 160 deg F.
- E. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
- F. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
- G. Fasteners: Stainless-steel rivets or self-tapping screws.
- H. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.
- I. Label Content: Include caution and warning information, plus emergency notification instructions.

### 2.3 PIPE LABELS

- A. General Requirements for Manufactured Pipe Labels: Preprinted, color-coded, with lettering indicating service, and showing flow direction.
- B. Pretensioned Pipe Labels: Precoiled, semirigid plastic formed to cover full circumference of pipe and to attach to pipe without fasteners or adhesive.
- C. Self-Adhesive Pipe Labels: Printed plastic with contact-type, permanent-adhesive backing.
- D. Pipe Label Contents: Include identification of piping service using same designations or abbreviations as used on Drawings, pipe size, and an arrow indicating flow direction.
  1. Flow-Direction Arrows: Integral with piping system service lettering to accommodate both directions, or as separate unit on each pipe label to indicate flow direction.
  2. Lettering Size: At least 1-1/2 inches high.

### 2.4 DUCT LABELS

- A. Material and Thickness: Multilayer, multicolor, plastic labels for mechanical engraving, 1/16 inch thick, and having predrilled holes for attachment hardware.
- B. Letter Color: White.
- C. Background Color: Blue.
- D. Maximum Temperature: Able to withstand temperatures up to 160 deg F.



- E. Minimum Label Size: Length and width vary for required label content, but not less than 2-1/2 by 3/4 inch.
- F. Minimum Letter Size: 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
- G. Fasteners: Stainless-steel rivets or self-tapping screws.
- H. Adhesive: Contact-type permanent adhesive, compatible with label and with substrate.
- I. Duct Label Contents: Include identification of duct service using same designations or abbreviations as used on Drawings, duct size, and an arrow indicating flow direction.
  - 1. Flow-Direction Arrows: Integral with duct system service lettering to accommodate both directions, or as separate unit on each duct label to indicate flow direction.
  - 2. Lettering Size: At least 1-1/2 inches high.

## 2.5 VALVE TAGS

- A. Valve Tags: Stamped or engraved with 1/4-inch letters for piping system abbreviation and 1/2-inch numbers.
  - 1. Tag Material: Brass, 0.032-inch, Stainless steel, 0.025-inch, Aluminum, 0.032-inch or anodized aluminum, 0.032-inch minimum thickness, and having predrilled or stamped holes for attachment hardware.
  - 2. Fasteners: Brass wire-link or beaded chain; or S-hook.
- B. Valve Schedules: For each piping system, on 8-1/2-by-11-inch bond paper. Tabulate valve number, piping system, system abbreviation (as shown on valve tag), location of valve (room or space), normal-operating position (open, closed, or modulating), and variations for identification. Mark valves for emergency shutoff and similar special uses.
  - 1. Valve-tag schedule shall be included in operation and maintenance data.

## 2.6 WARNING TAGS

- A. Warning Tags: Preprinted or partially preprinted, accident-prevention tags, of plasticized card stock with matte finish suitable for writing.
  - 1. Size: 3 by 5-1/4 inches minimum.
  - 2. Fasteners: Brass grommet and wire.
  - 3. Nomenclature: Large-size primary caption such as "DANGER," "CAUTION," or "DO NOT OPERATE."
  - 4. Color: Yellow background with black lettering.

## PART 3 - EXECUTION

### 3.1 PREPARATION

- A. Clean piping and equipment surfaces of substances that could impair bond of identification devices, including dirt, oil, grease, release agents, and incompatible primers, paints, and encapsulants.

### 3.2 EQUIPMENT LABEL INSTALLATION

- A. Install or permanently fasten labels on each major item of mechanical equipment.
- B. Locate equipment labels where accessible and visible.

### 3.3 PIPE LABEL INSTALLATION

- A. Locate pipe labels where piping is exposed or above accessible ceilings in finished spaces; machine rooms; accessible maintenance spaces such as shafts, tunnels, and plenums; and exterior exposed locations as follows:
  - 1. Near each valve and control device.
  - 2. Near each branch connection, excluding short takeoffs for fixtures and terminal units. Where flow pattern is not obvious, mark each pipe at branch.
  - 3. Near penetrations through walls, floors, ceilings, and inaccessible enclosures.
  - 4. At access doors, manholes, and similar access points that permit view of concealed piping.
  - 5. Near major equipment items and other points of origination and termination.
  - 6. Spaced at maximum intervals of 50 feet along each run. Reduce intervals to 25 feet in areas of congested piping and equipment.
  - 7. On piping above removable acoustical ceilings. Omit intermediately spaced labels.
- B. Pipe Label Color Schedule:
  - 1. Refrigerant Piping:
    - a. Background Color: Black.
    - b. Letter Color: White.
  - 2. Hot Water Piping:
    - a. Background Color: Green.
    - b. Letter Color: White.
  - 3. Condensate Piping:
    - a. Background Color: Green.
    - b. Letter Color: White.

### 3.4 DUCT LABEL INSTALLATION

- A. Install self-adhesive duct labels with permanent adhesive on air ducts in the following color codes:
  - 1. Blue: For cold-air supply ducts.
  - 2. Yellow: For hot-air supply ducts.
  - 3. Green: For exhaust-, outside-, relief-, return-, and mixed-air ducts.
  - 4. ASME A13.1 Colors and Designs: For hazardous material exhaust.
- B. Locate labels near points where ducts enter into concealed spaces and at maximum intervals of 50 feet in each space where ducts are exposed or concealed by removable ceiling system.

### 3.5 VALVE-TAG INSTALLATION

- A. Install tags on valves and control devices in piping systems, except check valves; valves within factory-fabricated equipment units; shutoff valves; faucets; convenience and lawn-watering hose connections; and HVAC terminal devices and similar roughing-in connections of end-use fixtures and units. List tagged valves in a valve schedule.
- B. Valve-Tag Application Schedule: Tag valves according to size, shape, and color scheme and with captions similar to those indicated in the following subparagraphs:
  - 1. Valve-Tag Size and Shape:
    - a. Refrigerant: 1-1/2 inches, round.
    - b. Hot Water: 1-1/2 inches, round.
    - c. Gas: 1-1/2 inches, round.
  - 2. Valve-Tag Color:
    - a. Refrigerant: Natural.
    - b. Hot Water: Natural.
    - c. Gas: Natural.
  - 3. Letter Color:
    - a. Refrigerant: Black.
    - b. Hot Water: Black.
    - c. Gas: Black.

### 3.6 WARNING-TAG INSTALLATION

- A. Write required message on, and attach warning tags to, equipment and other items where required.

END OF SECTION 230553

## SECTION 230593 - TESTING, ADJUSTING, AND BALANCING FOR HVAC

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. Section Includes:

- 1. Balancing Air Systems:
  - a. Constant-volume air systems.
- 2. Testing, adjusting, and balancing existing systems and equipment.
- 3. Sound tests.
- 4. Vibration tests.
- 5. Duct leakage tests.
- 6. Control system verification.

### 1.3 DEFINITIONS

- A. AABC: Associated Air Balance Council.
- B. BAS: Building automation systems.
- C. NEBB: National Environmental Balancing Bureau.
- D. TAB: Testing, adjusting, and balancing.
- E. TABB: Testing, Adjusting, and Balancing Bureau.
- F. TAB Specialist: An independent entity meeting qualifications to perform TAB work.
- G. TDH: Total dynamic head.

### 1.4 PREINSTALLATION MEETINGS

- A. TAB Conference: If requested by the Owner, conduct a TAB conference at Rider University after approval of the TAB strategies and procedures plan to develop a mutual understanding of the details. Provide a minimum of 14 days' advance notice of scheduled meeting time and location.
  - 1. Minimum Agenda Items:
    - a. The Contract Documents examination report.

- b. The TAB plan.
- c. Needs for coordination and cooperation of trades and subcontractors.
- d. Proposed procedures for documentation and communication flow.

## 1.5 ACTION SUBMITTALS

- A. Sustainable Design Submittals:
  - 1. TAB Report: Documentation indicating that Work complies with ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

## 1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: Within 30 days of Contractor's Notice to Proceed, submit documentation that the TAB specialist and this Project's TAB team members meet the qualifications specified in "Quality Assurance" Article.
- B. Contract Documents Examination Report: Within 30 days of Contractor's Notice to Proceed, submit the Contract Documents review report as specified in Part 3.
- C. Strategies and Procedures Plan: Within 30 days of Contractor's Notice to Proceed, submit TAB strategies and step-by-step procedures as specified in "Preparation" Article.
- D. System Readiness Checklists: Within 30 days of Contractor's Notice to Proceed, submit system readiness checklists as specified in "Preparation" Article.
- E. Examination Report: Submit a summary report of the examination review required in "Examination" Article.
- F. Certified TAB reports.
- G. Sample report forms.
- H. Instrument calibration reports, to include the following:
  - 1. Instrument type and make.
  - 2. Serial number.
  - 3. Application.
  - 4. Dates of use.
  - 5. Dates of calibration.

## 1.7 QUALITY ASSURANCE

- A. TAB Specialists Qualifications: Certified by NEBB.
  - 1. TAB Field Supervisor: Employee of the TAB specialist and certified by NEBB
  - 2. TAB Technician: Employee of the TAB specialist and certified by NEBB as a TAB technician.

- B. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."
- C. ASHRAE/IES 90.1 Compliance: Applicable requirements in ASHRAE/IES 90.1, Section 6.7.2.3 - "System Balancing."

## 1.8 FIELD CONDITIONS

- A. Full Owner Occupancy: Owner will occupy the site and existing building during entire TAB period. Cooperate with Owner during TAB operations to minimize conflicts with Owner's operations.
- B. Partial Owner Occupancy: Owner may occupy completed areas of building before Substantial Completion. Cooperate with Owner during TAB operations to minimize conflicts with Owner's operations.

## PART 2 - PRODUCTS (Not Applicable)

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems designs that may preclude proper TAB of systems and equipment.
- B. Examine installed systems for balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers. Verify that locations of these balancing devices are applicable for intended purpose and are accessible.
- C. Examine the approved submittals for HVAC systems and equipment.
- D. Examine design data including HVAC system descriptions, statements of design assumptions for environmental conditions and systems output, and statements of philosophies and assumptions about HVAC system and equipment controls.
- E. Examine ceiling plenums and underfloor air plenums used for supply, return, or relief air to verify that they are properly separated from adjacent areas. Verify that penetrations in plenum walls are sealed and fire-stopped if required.
- F. Examine equipment performance data including fan and pump curves.
  - 1. Relate performance data to Project conditions and requirements, including system effects that can create undesired or unpredicted conditions that cause reduced capacities in all or part of a system.
  - 2. Calculate system-effect factors to reduce performance ratings of HVAC equipment when installed under conditions different from the conditions used to rate equipment performance. To calculate system effects for air systems, use tables and charts found in

AMCA 201, "Fans and Systems," or in SMACNA's "HVAC Systems - Duct Design."  
Compare results with the design data and installed conditions.

- G. Examine system and equipment installations and verify that field quality-control testing, cleaning, and adjusting specified in individual Sections have been performed.
- H. Examine test reports specified in individual system and equipment Sections.
- I. Examine HVAC equipment and verify that bearings are greased, belts are aligned and tight, filters are clean, and equipment with functioning controls is ready for operation.
- J. Examine terminal units, such as variable-air-volume boxes, and verify that they are accessible and their controls are connected and functioning.
- K. Examine strainers. Verify that startup screens have been replaced by permanent screens with indicated perforations.
- L. Examine control valves for proper installation for their intended function of throttling, diverting, or mixing fluid flows.
- M. Examine heat-transfer coils for correct piping connections and for clean and straight fins.
- N. Examine system pumps to ensure absence of entrained air in the suction piping.
- O. Examine operating safety interlocks and controls on HVAC equipment.
- P. Report deficiencies discovered before and during performance of TAB procedures. Observe and record system reactions to changes in conditions. Record default set points if different from indicated values.

### 3.2 PREPARATION

- A. Prepare a TAB plan that includes the following:
  - 1. Equipment and systems to be tested.
  - 2. Strategies and step-by-step procedures for balancing the systems.
  - 3. Instrumentation to be used.
  - 4. Sample forms with specific identification for all equipment.
- B. Perform system-readiness checks of HVAC systems and equipment to verify system readiness for TAB work. Include, at a minimum, the following:
  - 1. Airside:
    - a. Verify that leakage and pressure tests on air distribution systems have been satisfactorily completed.
    - b. Duct systems are complete with terminals installed.
    - c. Volume, smoke, and fire dampers are open and functional.
    - d. Clean filters are installed.
    - e. Fans are operating, free of vibration, and rotating in correct direction.
    - f. Variable-frequency controllers' startup is complete and safeties are verified.



- g. Automatic temperature-control systems are operational.
- h. Ceilings are installed.
- i. Windows and doors are installed.
- j. Suitable access to balancing devices and equipment is provided.

### 3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems and in this Section.
- B. Cut insulation, ducts, pipes, and equipment cabinets for installation of test probes to the minimum extent necessary for TAB procedures.
  - 1. After testing and balancing, patch probe holes in ducts with same material and thickness as used to construct ducts.
  - 2. After testing and balancing, install test ports and duct access doors that comply with requirements in Section 233300 "Air Duct Accessories."
  - 3. Install and join new insulation that matches removed materials. Restore insulation, coverings, vapor barrier, and finish according to Section 230713 "Duct Insulation," Section 230716 "HVAC Equipment Insulation," and Section 230719 "HVAC Piping Insulation."
- C. Mark equipment and balancing devices, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, with paint or other suitable, permanent identification material to show final settings.
- D. Take and report testing and balancing measurements in inch-pound (IP)

### 3.4 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

- A. Prepare test reports for both fans and outlets. Obtain manufacturer's outlet factors and recommended testing procedures. Cross-check the summation of required outlet volumes with required fan volumes.
- B. Prepare schematic diagrams of systems' "as-built" duct layouts.
- C. For variable-air-volume systems, develop a plan to simulate diversity.
- D. Determine the best locations in main and branch ducts for accurate duct-airflow measurements.
- E. Check airflow patterns from the outdoor-air louvers and dampers and the return- and exhaust-air dampers through the supply-fan discharge and mixing dampers.
- F. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
- G. Verify that motor starters are equipped with properly sized thermal protection.
- H. Check dampers for proper position to achieve desired airflow path.

- I. Check for airflow blockages.
- J. Check condensate drains for proper connections and functioning.
- K. Check for proper sealing of air-handling-unit components.
- L. Verify that air duct system is sealed as specified in Section 233113 "Metal Ducts."

### 3.5 PROCEDURES FOR CONSTANT-VOLUME AIR SYSTEMS

- A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
  - 1. Measure total airflow.
    - a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
    - b. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.
    - c. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
    - d. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
  - 2. Measure fan static pressures as follows:
    - a. Measure static pressure directly at the fan outlet or through the flexible connection.
    - b. Measure static pressure directly at the fan inlet or through the flexible connection.
    - c. Measure static pressure across each component that makes up the air-handling system.
    - d. Report artificial loading of filters at the time static pressures are measured.
  - 3. Review Record Documents to determine variations in design static pressures versus actual static pressures. Calculate actual system-effect factors. Recommend adjustments to accommodate actual conditions.
  - 4. Obtain approval from Manager for adjustment of fan speed higher or lower than indicated speed. Comply with requirements in HVAC Sections for air-handling units for adjustment of fans, belts, and pulley sizes to achieve indicated air-handling-unit performance.
  - 5. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload occurs. Measure amperage in full-cooling, full-heating, economizer, and any other operating mode to determine the maximum required brake horsepower.
- B. Adjust volume dampers for main duct, submain ducts, and major branch ducts to indicated airflows.
  - 1. Measure airflow of submain and branch ducts.
  - 2. Adjust submain and branch duct volume dampers for specified airflow.

3. Re-measure each submain and branch duct after all have been adjusted.
- C. Adjust air inlets and outlets for each space to indicated airflows.
1. Set airflow patterns of adjustable outlets for proper distribution without drafts.
  2. Measure inlets and outlets airflow.
  3. Adjust each inlet and outlet for specified airflow.
  4. Re-measure each inlet and outlet after they have been adjusted.
- D. Verify final system conditions.
1. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to design if necessary.
  2. Re-measure and confirm that total airflow is within design.
  3. Re-measure all final fan operating data, rpms, volts, amps, and static profile.
  4. Mark all final settings.
  5. Test system in economizer mode. Verify proper operation and adjust if necessary.
  6. Measure and record all operating data.
  7. Record final fan-performance data.

### 3.6 PROCEDURES FOR DUAL-DUCT SYSTEMS

- A. Adjust the dual-duct systems as follows:
1. Verify that the system static pressure sensor is located two-thirds of the distance down the duct from the fan discharge. On systems with separate hot-deck and cold-deck fans, verify the location of the sensor on each deck.
  2. Verify that the system is under static pressure control.
  3. Select the terminal unit that is most critical to the supply-fan airflow. Measure inlet static pressure, and adjust system static pressure control set point so the entering static pressure for the critical terminal unit is not less than the sum of the terminal-unit manufacturer's recommended minimum inlet static pressure plus the static pressure needed to overcome terminal-unit discharge system losses.
  4. Calibrate and balance each terminal unit's hot deck and cold deck for maximum and minimum design airflow as follows:
    - a. Adjust controls so that terminal is calling for full cooling. Some controllers require starting with minimum set point. Verify calibration procedure for specific project.
    - b. Measure airflow and adjust calibration factors as required for design cold-deck maximum airflow and hot-deck minimum airflow. Record calibration factors.
    - c. When maximum airflow is correct, balance the air outlets downstream from terminal units.
    - d. Adjust controls so that terminal is calling for full heating.
    - e. Measure airflow and adjust calibration factors as required for design cold-deck minimum airflow and hot-deck maximum airflow. Record calibration factors. If no minimum calibration is available, note any deviation from design airflow.
  5. After terminals have been calibrated and balanced, test and adjust system for total airflow. Adjust fans to deliver total design airflows within the maximum allowable fan speed listed by fan manufacturer.

- a. Set outside-air, return-air, and relief-air dampers for proper position that simulates minimum outdoor-air conditions.
  - b. Set terminals for maximum airflow. If system design includes diversity (cooling coil or fan), adjust terminals for maximum and minimum airflow so that connected total matches cooling coil or fan selection and simulates actual load in the building. In systems with separate hot-deck and cold-deck fans, diversity consideration applies to each individual fan.
  - c. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.
  - d. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
  - e. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
6. Measure the fan(s) static pressures as follows:
- a. Measure static pressure directly at the fan outlet or through the flexible connection.
  - b. Measure static pressure directly at the fan inlet or through the flexible connection.
  - c. Measure static pressure across each component that makes up the air-handling system.
  - d. Report any artificial loading of filters at the time static pressures are measured.
7. Set final return and outside airflow to the fan(s) while operating at maximum return airflow and minimum outdoor airflow.
- a. Balance the return-air ducts and inlets the same as described for constant-volume air systems.
  - b. Verify that all terminal units are meeting design airflow under system maximum flow.
8. Re-measure the inlet static pressure at the most critical terminal unit and adjust the system static pressure set point to the most energy-efficient set point to maintain the optimum system static pressure. Record set point and give to controls contractor.
9. Verify final system conditions as follows:
- a. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to match design if necessary.
  - b. Re-measure and confirm that total airflow is within design.
  - c. Re-measure final fan operating data, rpms, volts, amps and static profile.
  - d. Mark final settings.
  - e. Test system in economizer mode. Verify proper operation and adjust if necessary. Measure and record all operating data.
  - f. Verify tracking between supply and return fans.
10. Record final fan-performance data.

### 3.7 PROCEDURES FOR MULTIZONE SYSTEMS

- A. Position the unit's automatic zone dampers for maximum flow through the cooling coil.

- B. The procedures for multizone systems will utilize the zone balancing dampers to achieve the indicated airflow within the zone.
- C. After balancing, place the unit's automatic zone dampers for maximum heating flow. Retest zone airflows and record any variances.
- D. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
  - 1. Measure total airflow.
    - a. Set outside-air, return-air and relief-air dampers for proper position that simulates minimum outdoor air conditions.
    - b. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.
    - c. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
    - d. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
  - 2. Measure fan static pressures as follows:
    - a. Measure static pressure directly at the fan outlet or through the flexible connection.
    - b. Measure static pressure directly at the fan inlet or through the flexible connection.
    - c. Measure static pressure across each component that makes up the air-handling system.
    - d. Report artificial loading of filters at the time static pressures are measured.
  - 3. Review Record Documents to determine variations in design static pressures versus actual static pressures. Calculate actual system-effect factors. Recommend adjustments to accommodate actual conditions.
  - 4. Obtain approval from Construction Manager for adjustment of fan speed higher or lower than indicated speed. Comply with requirements in HVAC Sections for air-handling units for adjustment of fans, belts, and pulley sizes to achieve indicated air-handling-unit performance.
  - 5. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload occurs. Measure amperage in full-cooling, full-heating, economizer, and any other operating mode to determine the maximum required brake horsepower.
- E. Adjust volume dampers for main duct, submain ducts, and major branch ducts to indicated airflows.
  - 1. Measure airflow of submain and branch ducts.
  - 2. Adjust submain and branch duct volume dampers for specified airflow.
  - 3. Re-measure each submain and branch duct after all have been adjusted.
- F. Adjust air inlets and outlets for each space to indicated airflows.
  - 1. Set airflow patterns of adjustable outlets for proper distribution without drafts.

2. Measure inlets and outlets airflow.
3. Adjust each inlet and outlet for specified airflow.
4. Re-measure each inlet and outlet after they have been adjusted.

G. Verify final system conditions.

1. Re-measure and confirm that minimum outdoor, return, and relief airflows are within design. Readjust to match design if necessary.
2. Re-measure and confirm that total airflow is within design.
3. Re-measure all final fan operating data, rpms, volts, amps, and static profile.
4. Mark all final settings.
5. Test system in economizer mode. Verify proper operation and adjust if necessary.
6. Measure and record all operating data.
7. Record final fan-performance data.

### 3.8 DUCT LEAKAGE TESTS

- A. Witness the duct pressure testing performed by Installer.
- B. Verify that proper test methods are used and that leakage rates are within specified tolerances.
- C. Report deficiencies observed.

### 3.9 CONTROLS VERIFICATION

- A. In conjunction with system balancing, perform the following:
  1. Verify temperature control system is operating within the design limitations.
  2. Confirm that the sequences of operation are in compliance with Contract Documents.
  3. Verify that controllers are calibrated and function as intended.
  4. Verify that controller set points are as indicated.
  5. Verify the operation of lockout or interlock systems.
  6. Verify the operation of valve and damper actuators.
  7. Verify that controlled devices are properly installed and connected to correct controller.
  8. Verify that controlled devices travel freely and are in position indicated by controller: open, closed, or modulating.
  9. Verify location and installation of sensors to ensure that they sense only intended temperature, humidity, or pressure.
- B. Reporting: Include a summary of verifications performed, remaining deficiencies, and variations from indicated conditions.

### 3.10 PROCEDURES FOR TESTING, ADJUSTING, AND BALANCING EXISTING SYSTEMS

- A. Perform a preconstruction inspection of existing equipment that is to remain and be reused.
  1. Measure and record the operating speed, airflow, and static pressure of each fan.
  2. Measure motor voltage and amperage. Compare the values to motor nameplate information.

3. Check the refrigerant charge.
  4. Check the condition of filters.
  5. Check the condition of coils.
  6. Check the operation of the drain pan and condensate-drain trap.
  7. Check bearings and other lubricated parts for proper lubrication.
  8. Report on the operating condition of the equipment and the results of the measurements taken. Report deficiencies.
- B. Before performing testing and balancing of existing systems, inspect existing equipment that is to remain and be reused to verify that existing equipment has been cleaned and refurbished. Verify the following:
1. New filters are installed.
  2. Coils are clean and fins combed.
  3. Drain pans are clean.
  4. Fans are clean.
  5. Bearings and other parts are properly lubricated.
  6. Deficiencies noted in the preconstruction report are corrected.
- C. Perform testing and balancing of existing systems to the extent that existing systems are affected by the renovation work.
1. Compare the indicated airflow of the renovated work to the measured fan airflows, and determine the new fan speed and the face velocity of filters and coils.
  2. Verify that the indicated airflows of the renovated work result in filter and coil face velocities and fan speeds that are within the acceptable limits defined by equipment manufacturer.
  3. If calculations increase or decrease the airflow rates and water flow rates by more than 5 percent, make equipment adjustments to achieve the calculated rates. If increase or decrease is 5 percent or less, equipment adjustments are not required.
  4. Balance each air outlet.

### 3.11 TOLERANCES

- A. Set HVAC system's airflow rates and water flow rates within the following tolerances:
1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 10 percent
  2. Air Outlets and Inlets: Plus or minus 10 percent
  3. Heating-Water Flow Rate: Plus or minus 10 percent
  4. Cooling-Water Flow Rate: Plus or minus 10 percent
- B. Maintaining pressure relationships as designed shall have priority over the tolerances specified above.

### 3.12 PROGRESS REPORTING

- A. Initial Construction-Phase Report: Based on examination of the Contract Documents as specified in "Examination" Article, prepare a report on the adequacy of design for systems balancing devices. Recommend changes and additions to systems balancing devices to facilitate

proper performance measuring and balancing. Recommend changes and additions to HVAC systems and general construction to allow access for performance measuring and balancing devices.

- B. Status Reports: Prepare biweekly progress reports to describe completed procedures, procedures in progress, and scheduled procedures. Include a list of deficiencies and problems found in systems being tested and balanced. Prepare a separate report for each system and each building floor for systems serving multiple floors.

### 3.13 FINAL REPORT

- A. General: Prepare a certified written report; tabulate and divide the report into separate sections for tested systems and balanced systems.
  - 1. Include a certification sheet at the front of the report's binder, signed and sealed by the certified testing and balancing engineer.
  - 2. Include a list of instruments used for procedures, along with proof of calibration.
  - 3. Certify validity and accuracy of field data.
- B. Final Report Contents: In addition to certified field-report data, include the following:
  - 1. Pump curves.
  - 2. Fan curves.
  - 3. Manufacturers' test data.
  - 4. Field test reports prepared by system and equipment installers.
  - 5. Other information relative to equipment performance; do not include Shop Drawings and Product Data.
- C. General Report Data: In addition to form titles and entries, include the following data:
  - 1. Title page.
  - 2. Name and address of the TAB specialist.
  - 3. Project name.
  - 4. Project location.
  - 5. Architect's name and address.
  - 6. Engineer's name and address.
  - 7. Contractor's name and address.
  - 8. Report date.
  - 9. Signature of TAB supervisor who certifies the report.
  - 10. Table of Contents with the total number of pages defined for each section of the report. Number each page in the report.
  - 11. Summary of contents including the following:
    - a. Indicated versus final performance.
    - b. Notable characteristics of systems.
    - c. Description of system operation sequence if it varies from the Contract Documents.
  - 12. Nomenclature sheets for each item of equipment.
  - 13. Data for terminal units, including manufacturer's name, type, size, and fittings.



14. Notes to explain why certain final data in the body of reports vary from indicated values.
  15. Test conditions for fans and pump performance forms including the following:
    - a. Settings for outdoor-, return-, and exhaust-air dampers.
    - b. Conditions of filters.
    - c. Cooling coil, wet- and dry-bulb conditions.
    - d. Face and bypass damper settings at coils.
    - e. Fan drive settings including settings and percentage of maximum pitch diameter.
    - f. Inlet vane settings for variable-air-volume systems.
    - g. Settings for supply-air, static-pressure controller.
    - h. Other system operating conditions that affect performance.
- D. System Diagrams: Include schematic layouts of air and hydronic distribution systems. Present each system with single-line diagram and include the following:
1. Quantities of outdoor, supply, return, and exhaust airflows.
  2. Water and steam flow rates.
  3. Duct, outlet, and inlet sizes.
  4. Pipe and valve sizes and locations.
  5. Terminal units.
  6. Balancing stations.
  7. Position of balancing devices.
- E. Air-Handling-Unit Test Reports: For air-handling units with coils, include the following:
1. Unit Data:
    - a. Unit identification.
    - b. Location.
    - c. Make and type.
    - d. Model number and unit size.
    - e. Manufacturer's serial number.
    - f. Unit arrangement and class.
    - g. Discharge arrangement.
    - h. Sheave make, size in inches, and bore.
    - i. Center-to-center dimensions of sheave and amount of adjustments in inches.
    - j. Number, make, and size of belts.
    - k. Number, type, and size of filters.
  2. Motor Data:
    - a. Motor make, and frame type and size.
    - b. Horsepower and rpm.
    - c. Volts, phase, and hertz.
    - d. Full-load amperage and service factor.
    - e. Sheave make, size in inches, and bore.
    - f. Center-to-center dimensions of sheave and amount of adjustments in inches.
  3. Test Data (Indicated and Actual Values):
    - a. Total airflow rate in cfm.

- b. Total system static pressure in inches wg.
- c. Fan rpm.
- d. Discharge static pressure in inches wg.
- e. Filter static-pressure differential in inches wg.
- f. Preheat-coil static-pressure differential in inches wg.
- g. Cooling-coil static-pressure differential in inches wg.
- h. Heating-coil static-pressure differential in inches wg.
- i. Outdoor airflow in cfm.
- j. Return airflow in cfm.
- k. Outdoor-air damper position.
- l. Return-air damper position.
- m. Vortex damper position.

F. Round, Flat-Oval, and Rectangular Duct Traverse Reports: Include a diagram with a grid representing the duct cross-section and record the following:

1. Report Data:

- a. System and air-handling-unit number.
- b. Location and zone.
- c. Traverse air temperature in deg F.
- d. Duct static pressure in inches wg.
- e. Duct size in inches.
- f. Duct area in sq. ft..
- g. Indicated airflow rate in cfm.
- h. Indicated velocity in fpm.
- i. Actual airflow rate in cfm.
- j. Actual average velocity in fpm.
- k. Barometric pressure in psig.

G. Air-Terminal-Device Reports:

1. Unit Data:

- a. System and air-handling unit identification.
- b. Location and zone.
- c. Apparatus used for test.
- d. Area served.
- e. Make.
- f. Number from system diagram.
- g. Type and model number.
- h. Size.
- i. Effective area in sq. ft.

2. Test Data (Indicated and Actual Values):

- a. Airflow rate in cfm.
- b. Air velocity in fpm.
- c. Preliminary airflow rate as needed in cfm.
- d. Preliminary velocity as needed in fpm
- e. Final airflow rate in cfm

- f. Final velocity in fpm
- g. Space temperature in deg F
- h. Instrument Calibration Reports:

3. Report Data:

- a. Instrument type and make.
- b. Serial number.
- c. Application.
- d. Dates of use.
- e. Dates of calibration.

H. Instrument Calibration Reports:

1. Report Data:

- a. Instrument type and make.
- b. Serial number.
- c. Application.
- d. Dates of use.
- e. Dates of calibration.

3.14 VERIFICATION OF TAB REPORT

- A. The TAB specialist's test and balance engineer shall conduct the inspection in the presence of commissioning authority.
- B. Commissioning authority shall randomly select measurements, documented in the final report, to be rechecked. Rechecking shall be limited to either 10 percent of the total measurements recorded or the extent of measurements that can be accomplished in a normal 8-hour business day.
- C. If rechecks yield measurements that differ from the measurements documented in the final report by more than the tolerances allowed, the measurements shall be noted as "FAILED."
- D. If the number of "FAILED" measurements is greater than 10 percent of the total measurements checked during the final inspection, the testing and balancing shall be considered incomplete and shall be rejected.
- E. If TAB work fails, proceed as follows:
  - 1. TAB specialists shall recheck all measurements and make adjustments. Revise the final report and balancing device settings to include all changes; resubmit the final report and request a second final inspection.
  - 2. If the second final inspection also fails, Owner may contract the services of another TAB specialist to complete TAB work according to the Contract Documents and deduct the cost of the services from the original TAB specialist's final payment.
  - 3. If the second verification also fails, design professional may contact AABC Headquarters regarding the AABC National Performance Guaranty.

- F. Prepare test and inspection reports.

### 3.15 ADDITIONAL TESTS

- A. Within 90 days of completing TAB, perform additional TAB to verify that balanced conditions are being maintained throughout and to correct unusual conditions.
- B. Seasonal Periods: If initial TAB procedures were not performed during near-peak summer and winter conditions, perform additional TAB during near-peak summer and winter conditions.

END OF SECTION 230593

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

#### A. Section Includes:

1. Insulation Materials:
  - a. Flexible elastomeric.
  - b. Mineral fiber.
2. Adhesives.
3. Mastics.
4. Lagging adhesives.
5. Sealants.
6. Factory-applied jackets.
7. Field-applied jackets.
8. Tapes.
9. Securements.

#### B. Related Sections:

1. Division 23 Section "Metal Ducts" for duct liners.

### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated. Include thermal conductivity, thickness, and jackets (both factory and field applied, if any).

#### B. Shop Drawings:

1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
2. Detail attachment and covering of heat tracing inside insulation.
3. Detail insulation application at pipe expansion joints for each type of insulation.
4. Detail insulation application at elbows, fittings, flanges, valves, and specialties for each type of insulation.
5. Detail removable insulation at piping specialties, equipment connections, and access panels.
6. Detail application of field-applied jackets.
7. Detail application at linkages of control devices.
8. Detail field application for each equipment type.

- C. Qualification Data: For qualified Installer.
- D. Material Test Reports: From a qualified testing agency acceptable to authorities having jurisdiction indicating, interpreting, and certifying test results for compliance of insulation materials, sealers, attachments, cements, and jackets, with requirements indicated. Include dates of tests and test methods employed.
- E. Field quality-control reports.

#### 1.4 QUALITY ASSURANCE

- A. Installer Qualifications: Skilled mechanics who have successfully completed an apprenticeship program or another craft training program certified by the Department of Labor, Bureau of Apprenticeship and Training.
- B. Fire-Test-Response Characteristics: Insulation and related materials shall have fire-test-response characteristics indicated, as determined by testing identical products per ASTM E 84, by a testing and inspecting agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing and inspecting agency.
  - 1. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.
  - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

#### 1.5 DELIVERY, STORAGE, AND HANDLING

- A. Packaging: Insulation material containers shall be marked by manufacturer with appropriate ASTM standard designation, type and grade, and maximum use temperature.

#### 1.6 COORDINATION

- A. Coordinate size and location of supports, hangers, and insulation shields specified in Division 23 Section "Hangers and Supports for HVAC Piping and Equipment."
- B. Coordinate clearance requirements with piping Installer for piping insulation application, duct Installer for duct insulation application, and equipment Installer for equipment insulation application. Before preparing piping and ductwork Shop Drawings, establish and maintain clearance requirements for installation of insulation and field-applied jackets and finishes and for space required for maintenance.

#### 1.7 SCHEDULING

- A. Schedule insulation application after pressure testing systems and, where required, after installing and testing heat tracing. Insulation application may begin on segments that have satisfactory test results.

- B. Complete installation and concealment of plastic materials as rapidly as possible in each area of construction.

## PART 2 - PRODUCTS

### 2.1 INSULATION MATERIALS

- A. Comply with requirements in Part 3 schedule articles for where insulating materials shall be applied.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- D. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- E. Flexible Elastomeric: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials and Type II for sheet materials.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Aeroflex USA Inc.; Aerocel.
    - b. Armacell LLC; AP Armaflex.
    - c. RBX Corporation; Insul-Sheet 1800 and Insul-Tube 180.
- F. Mineral-Fiber Blanket Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 553, Type II and ASTM C 1290, Type III with factory-applied FSP jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. CertainTeed Corp.; Duct Wrap.
    - b. Johns Manville; Microlite.
    - c. Knauf Insulation; Duct Wrap.
    - d. Manson Insulation Inc.; Alley Wrap.
    - e. Owens Corning; All-Service Duct Wrap.
- G. Mineral-Fiber Board Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 612, Type IA or Type IB. For duct and plenum applications, provide insulation with factory-applied FSK jacket. For equipment applications, provide insulation with factory-applied FSK jacket. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. CertainTeed Corp.; Commercial Board.
    - b. Fibrex Insulations Inc.; FBX.
    - c. Johns Manville; 800 Series Spin-Glas.

- d. Knauf Insulation; Insulation Board.
- e. Manson Insulation Inc.; AK Board.
- f. Owens Corning; Fiberglas 700 Series.

H. Mineral-Fiber, Preformed Pipe Insulation:

- 1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Fibrex Insulations Inc.; Coreplus 1200.
  - b. Johns Manville; Micro-Lok.
  - c. Knauf Insulation; 1000 Pipe Insulation.
  - d. Manson Insulation Inc.; Alley-K.
  - e. Owens Corning; Fiberglas Pipe Insulation.
- 2. Type I, 850 deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type I, Grade A, with factory-applied ASJ. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

2.2 ADHESIVES

A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated, unless otherwise indicated.

B. Flexible Elastomeric Adhesive: Comply with MIL-A-24179A, Type II, Class I.

- 1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Aeroflex USA Inc.; Aeroseal.
  - b. Armacell LCC; 520 Adhesive.
  - c. Foster Products Corporation, H. B. Fuller Company; 85-75.
  - d. RBX Corporation; Rubatex Contact Adhesive.

C. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.

- 1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products, Division of ITW; CP-82.
  - b. Foster Products Corporation, H. B. Fuller Company; 85-20.
  - c. ITW TACC, Division of Illinois Tool Works; S-90/80.
  - d. Marathon Industries, Inc.; 225.
  - e. Mon-Eco Industries, Inc.; 22-25.

D. ASJ Adhesive, and FSK and PVDC Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.

- 1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products, Division of ITW; CP-82.
  - b. Foster Products Corporation, H. B. Fuller Company; 85-20.
  - c. ITW TACC, Division of Illinois Tool Works; S-90/80.
  - d. Marathon Industries, Inc.; 225.



- e. Mon-Eco Industries, Inc.; 22-25.

## 2.3 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-C-19565C, Type II.
- B. Vapor-Barrier Mastic: Water based; suitable for indoor and outdoor use on below ambient services.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Childers Products, Division of ITW; CP-35.
    - b. Foster Products Corporation, H. B. Fuller Company; 30-90.
    - c. ITW TACC, Division of Illinois Tool Works; CB-50.
    - d. Marathon Industries, Inc.; 590.
    - e. Mon-Eco Industries, Inc.; 55-40.
    - f. Vimasco Corporation; 749.
  - 2. Water-Vapor Permeance: ASTM E 96, Procedure B, 0.013 perm at 43-mil dry film thickness.
  - 3. Service Temperature Range: Minus 20 to plus 180 deg F.
  - 4. Solids Content: ASTM D 1644, 59 percent by volume and 71 percent by weight.
  - 5. Color: White.
- C. Vapor-Barrier Mastic: Solvent based; suitable for indoor use on below ambient services.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Childers Products, Division of ITW; CP-30.
    - b. Foster Products Corporation, H. B. Fuller Company; 30-35.
    - c. ITW TACC, Division of Illinois Tool Works; CB-25.
    - d. Marathon Industries, Inc.; 501.
    - e. Mon-Eco Industries, Inc.; 55-10.
  - 2. Water-Vapor Permeance: ASTM F 1249, 0.05 perm at 35-mil dry film thickness.
  - 3. Service Temperature Range: 0 to 180 deg F.
  - 4. Solids Content: ASTM D 1644, 44 percent by volume and 62 percent by weight.
  - 5. Color: White.
- D. Vapor-Barrier Mastic: Solvent based; suitable for outdoor use on below ambient services.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Childers Products, Division of ITW; Encacel.
    - b. Foster Products Corporation, H. B. Fuller Company; 60-95/60-96.
    - c. Marathon Industries, Inc.; 570.
    - d. Mon-Eco Industries, Inc.; 55-70.
  - 2. Water-Vapor Permeance: ASTM F 1249, 0.05 perm at 30-mil dry film thickness.

3. Service Temperature Range: Minus 50 to plus 220 deg F.
4. Solids Content: ASTM D 1644, 33 percent by volume and 46 percent by weight.
5. Color: White.

E. Breather Mastic: Water based; suitable for indoor and outdoor use on above ambient services.

1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products, Division of ITW; CP-10.
  - b. Foster Products Corporation, H. B. Fuller Company; 35-00.
  - c. ITW TACC, Division of Illinois Tool Works; CB-05/15.
  - d. Marathon Industries, Inc.; 550.
  - e. Mon-Eco Industries, Inc.; 55-50.
  - f. Vimasco Corporation; WC-1/WC-5.
2. Water-Vapor Permeance: ASTM F 1249, 3 perms at 0.0625-inch dry film thickness.
3. Service Temperature Range: Minus 20 to plus 200 deg F.
4. Solids Content: 63 percent by volume and 73 percent by weight.
5. Color: White.

## 2.4 LAGGING ADHESIVES

A. Description: Comply with MIL-A-3316C Class I, Grade A and shall be compatible with insulation materials, jackets, and substrates.

1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products, Division of ITW; CP-52.
  - b. Foster Products Corporation, H. B. Fuller Company; 81-42.
  - c. Marathon Industries, Inc.; 130.
  - d. Mon-Eco Industries, Inc.; 11-30.
  - e. Vimasco Corporation; 136.
2. Fire-resistant, water-based lagging adhesive and coating for use indoors to adhere fire-resistant lagging cloths over duct, equipment, and pipe insulation.
3. Service Temperature Range: Minus 50 to plus 180 deg F.
4. Color: White.

## 2.5 SEALANTS

A. FSK and Metal Jacket Flashing Sealants:

1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products, Division of ITW; CP-76-8.
  - b. Foster Products Corporation, H. B. Fuller Company; 95-44.
  - c. Marathon Industries, Inc.; 405.
  - d. Mon-Eco Industries, Inc.; 44-05.
  - e. Vimasco Corporation; 750.

2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F.
5. Color: Aluminum.

B. ASJ Flashing Sealants, and Vinyl, PVDC, and PVC Jacket Flashing Sealants:

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:
  - a. Childers Products, Division of ITW; CP-76.
2. Materials shall be compatible with insulation materials, jackets, and substrates.
3. Fire- and water-resistant, flexible, elastomeric sealant.
4. Service Temperature Range: Minus 40 to plus 250 deg F.
5. Color: White.

## 2.6 FACTORY-APPLIED JACKETS

- A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:
1. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C 1136, Type I.
  2. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.

## 2.7 FIELD-APPLIED JACKETS

- A. Field-applied jackets shall comply with ASTM C 921, Type I, unless otherwise indicated.
- B. Self-Adhesive Outdoor Jacket: VentureTape Corp. model VentureClad 1577CW jacketing system. White, 6.0 mils thick, -10°F to 248°F temperature range, flame spread index of 10 smoke developed index of 20, zero permeability.
- C. PVC Jacket: High-impact-resistant, UV-resistant PVC complying with ASTM D 1784, Class 16354-C; thickness as scheduled; roll stock ready for shop or field cutting and forming. Thickness is indicated in field-applied jacket schedules.
1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Johns Manville; Zeston.
    - b. P.I.C. Plastics, Inc.; FG Series.
    - c. Proto PVC Corporation; LoSmoke.
    - d. Speedline Corporation; SmokeSafe.
  2. Adhesive: As recommended by jacket material manufacturer.
  3. Color: White.
  4. Factory-fabricated fitting covers to match jacket if available; otherwise, field fabricate.

- a. Shapes: 45- and 90-degree, short- and long-radius elbows, tees, valves, flanges, unions, reducers, end caps, soil-pipe hubs, traps, and mechanical joints..
5. Factory-fabricated tank heads and tank side panels.

## 2.8 TAPES

- A. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
  1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division; Fasson 0835.
    - b. Compac Corp.; 104 and 105.
    - c. Ideal Tape Co., Inc., an American Biltrite Company; 428 AWF ASJ.
    - d. Venture Tape; 1540 CW Plus, 1542 CW Plus, and 1542 CW Plus/SQ.
  2. Width: 3 inches.
  3. Thickness: 11.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.
- B. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
  1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division; Fasson 0827.
    - b. Compac Corp.; 110 and 111.
    - c. Ideal Tape Co., Inc., an American Biltrite Company; 491 AWF FSK.
    - d. Venture Tape; 1525 CW, 1528 CW, and 1528 CW/SQ.
  2. Width: 3 inches.
  3. Thickness: 6.5 mils.
  4. Adhesion: 90 ounces force/inch in width.
  5. Elongation: 2 percent.
  6. Tensile Strength: 40 lbf/inch in width.
  7. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.
- C. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive. Suitable for indoor and outdoor applications.
  1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Avery Dennison Corporation, Specialty Tapes Division; Fasson 0555.
    - b. Compac Corp.; 130.
    - c. Ideal Tape Co., Inc., an American Biltrite Company; 370 White PVC tape.
    - d. Venture Tape; 1506 CW NS.

2. Width: 2 inches.
3. Thickness: 6 mils.
4. Adhesion: 64 ounces force/inch in width.
5. Elongation: 500 percent.
6. Tensile Strength: 18 lbf/inch in width.

## 2.9 SECUREMENTS

### A. Bands:

1. Products: Subject to compliance with requirements, provide one of the following:
  - a. Childers Products; Bands.
  - b. PABCO Metals Corporation; Bands.
  - c. RPR Products, Inc.; Bands.
2. Stainless Steel: ASTM A 167 or ASTM A 240/A 240M, Type 304 or Type 316; 0.015 inch thick, 3/4 inch wide with wing seal.
3. Aluminum: ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14, 0.020 inch thick, 3/4 inch wide with wing seal.

### B. Insulation Pins and Hangers:

1. Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.135-inch-diameter shank, length to suit depth of insulation indicated.
  - a. Products: Subject to compliance with requirements, provide one of the following:
    - 1) AGM Industries, Inc.; CWP-1.
    - 2) GEMCO; CD.
    - 3) Midwest Fasteners, Inc.; CD.
    - 4) Nelson Stud Welding; TPA, TPC, and TPS.
2. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.135-inch-diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch galvanized carbon-steel washer.
  - a. Products: Subject to compliance with requirements, provide one of the following:
    - 1) AGM Industries, Inc.; CWP-1.
    - 2) GEMCO; Cupped Head Weld Pin.
    - 3) Midwest Fasteners, Inc.; Cupped Head.
    - 4) Nelson Stud Welding; CHP.
3. Metal, Adhesively Attached, Perforated-Base Insulation Hangers: Baseplate welded to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:

- a. Products: Subject to compliance with requirements, provide one of the following:
    - 1) AGM Industries, Inc.; Tactoo Insul-Hangers, Series T.
    - 2) GEMCO; Perforated Base.
    - 3) Midwest Fasteners, Inc.; Spindle.
  - b. Baseplate: Perforated, galvanized carbon-steel sheet, 0.030 inch thick by 2 inches square.
  - c. Spindle: Copper- or zinc-coated, low carbon steel, fully annealed, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
  - d. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
4. Nonmetal, Adhesively Attached, Perforated-Base Insulation Hangers: Baseplate fastened to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:
- a. Products: Subject to compliance with requirements, provide one of the following:
    - 1) GEMCO; Nylon Hangers.
    - 2) Midwest Fasteners, Inc.; Nylon Insulation Hangers.
  - b. Baseplate: Perforated, nylon sheet, 0.030 inch thick by 1-1/2 inches in diameter.
  - c. Spindle: Nylon, 0.106-inch-diameter shank, length to suit depth of insulation indicated, up to 2-1/2 inches.
  - d. Adhesive: Recommended by hanger manufacturer. Product with demonstrated capability to bond insulation hanger securely to substrates indicated without damaging insulation, hangers, and substrates.
5. Self-Sticking-Base Insulation Hangers: Baseplate welded to projecting spindle that is capable of holding insulation, of thickness indicated, securely in position indicated when self-locking washer is in place. Comply with the following requirements:
- a. Products: Subject to compliance with requirements, provide one of the following:
    - 1) AGM Industries, Inc.; Tactoo Insul-Hangers, Series TSA.
    - 2) GEMCO; Press and Peel.
    - 3) Midwest Fasteners, Inc.; Self Stick.
  - b. Baseplate: Galvanized carbon-steel sheet, 0.030 inch thick by 2 inches square.
  - c. Spindle: Copper- or zinc-coated, low carbon steel, fully annealed, 0.106-inch-diameter shank, length to suit depth of insulation indicated.
  - d. Adhesive-backed base with a peel-off protective cover.
6. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick, galvanized-steel sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- a. Products: Subject to compliance with requirements, provide one of the following:

- 1) AGM Industries, Inc.; RC-150.
  - 2) GEMCO; R-150.
  - 3) Midwest Fasteners, Inc.; WA-150.
  - 4) Nelson Stud Welding; Speed Clips.
- b. Protect ends with capped self-locking washers incorporating a spring steel insert to ensure permanent retention of cap in exposed locations.
7. Nonmetal Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch-thick nylon sheet, with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- a. Products: Subject to compliance with requirements, provide one of the following:
- 1) GEMCO.
  - 2) Midwest Fasteners, Inc.
- C. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.
- D. Wire: 0.062-inch soft-annealed, stainless steel.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
- a. C & F Wire.
  - b. Childers Products.
  - c. PABCO Metals Corporation.
  - d. RPR Products, Inc.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates and conditions for compliance with requirements for installation and other conditions affecting performance of insulation application.
1. Verify that systems and equipment to be insulated have been tested and are free of defects.
  2. Verify that surfaces to be insulated are clean and dry.
  3. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Surface Preparation: Clean and prepare surfaces to be insulated. Before insulating, apply a corrosion coating to insulated surfaces as follows:

1. Stainless Steel: Coat 300 series stainless steel with an epoxy primer 5 mils thick and an epoxy finish 5 mils thick if operating in a temperature range between 140 and 300 deg F. Consult coating manufacturer for appropriate coating materials and application methods for operating temperature range.
  2. Carbon Steel: Coat carbon steel operating at a service temperature between 32 and 300 deg F with an epoxy coating. Consult coating manufacturer for appropriate coating materials and application methods for operating temperature range.
- C. Coordinate insulation installation with the trade installing heat tracing. Comply with requirements for heat tracing that apply to insulation.

### 3.3 GENERAL INSTALLATION REQUIREMENTS

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of equipment, ducts and fittings, and piping including fittings, valves, and specialties.
- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and thicknesses required for each item of equipment, duct system, and pipe system as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install multiple layers of insulation with longitudinal and end seams staggered.
- F. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Keep insulation materials dry during application and finishing.
- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.
- J. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
  1. Install insulation continuously through hangers and around anchor attachments.
  2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.
  3. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
  4. Cover inserts with jacket material matching adjacent pipe insulation. Install shields over jacket, arranged to protect jacket from tear or puncture by hanger, support, and shield.



- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install insulation with factory-applied jackets as follows:
  - 1. Draw jacket tight and smooth.
  - 2. Cover circumferential joints with 3-inch-wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
  - 3. Overlap jacket longitudinal seams at least 1-1/2 inches. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 2 inches o.c.
    - a. For below ambient services, apply vapor-barrier mastic over staples.
  - 4. Cover joints and seams with tape as recommended by insulation material manufacturer to maintain vapor seal.
  - 5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to duct and pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.
- P. For above ambient services, do not install insulation to the following:
  - 1. Vibration-control devices.
  - 2. Testing agency labels and stamps.
  - 3. Nameplates and data plates.
  - 4. Manholes.
  - 5. Handholes.
  - 6. Cleanouts.

### 3.4 PENETRATIONS

- A. Insulation Installation at Roof Penetrations: Install insulation continuously through roof penetrations.
  - 1. Seal penetrations with flashing sealant.
  - 2. For applications requiring only indoor insulation, terminate insulation above roof surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.

3. Extend jacket of outdoor insulation outside roof flashing at least 2 inches below top of roof flashing.
  4. Seal jacket to roof flashing with flashing sealant.
- B. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
1. Seal penetrations with flashing sealant.
  2. For applications requiring only indoor insulation, terminate insulation inside wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
  3. Extend jacket of outdoor insulation outside wall flashing and overlap wall flashing at least 2 inches.
  4. Seal jacket to wall flashing with flashing sealant.
- C. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- D. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Install insulation continuously through penetrations of fire-rated walls and partitions. Terminate insulation at fire damper sleeves for fire-rated wall and partition penetrations. Externally insulate damper sleeves to match adjacent insulation and overlap duct insulation at least 2 inches.
1. Comply with requirements in Division 7 Section "Through-Penetration Firestop Systems" for firestopping and fire-resistive joint sealers.

### 3.5 GENERAL PIPE INSULATION INSTALLATION

- A. Requirements in this article generally apply to all insulation materials except where more specific requirements are specified in various pipe insulation material installation articles.
- B. Insulation Installation on Fittings, Valves, Strainers, Flanges, and Unions:
1. Install insulation over fittings, valves, strainers, flanges, unions, and other specialties with continuous thermal and vapor-retarder integrity, unless otherwise indicated.
  2. Insulate pipe elbows using preformed fitting insulation or mitered fittings made from same material and density as adjacent pipe insulation. Each piece shall be butted tightly against adjoining piece and bonded with adhesive. Fill joints, seams, voids, and irregular surfaces with insulating cement finished to a smooth, hard, and uniform contour that is uniform with adjoining pipe insulation.
  3. Insulate tee fittings with preformed fitting insulation or sectional pipe insulation of same material and thickness as used for adjacent pipe. Cut sectional pipe insulation to fit. Butt each section closely to the next and hold in place with tie wire. Bond pieces with adhesive.
  4. Insulate valves using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. For valves, insulate up to and including the bonnets,

- valve stuffing-box studs, bolts, and nuts. Fill joints, seams, and irregular surfaces with insulating cement.
5. Insulate strainers using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Fill joints, seams, and irregular surfaces with insulating cement. Insulate strainers so strainer basket flange or plug can be easily removed and replaced without damaging the insulation and jacket. Provide a removable reusable insulation cover. For below ambient services, provide a design that maintains vapor barrier.
  6. Insulate flanges and unions using a section of oversized preformed pipe insulation. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker.
  7. Cover segmented insulated surfaces with a layer of finishing cement and coat with a mastic. Install vapor-barrier mastic for below ambient services and a breather mastic for above ambient services. Reinforce the mastic with fabric-reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.
  8. For services not specified to receive a field-applied jacket except for flexible elastomeric and polyolefin, install fitted PVC cover over elbows, tees, strainers, valves, flanges, and unions. Terminate ends with PVC end caps. Tape PVC covers to adjoining insulation facing using PVC tape.
  9. Label the outside insulation jacket of each union with the word "UNION." Match size and color of pipe labels.
- C. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters on insulated pipes, vessels, and equipment. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.
- D. Install removable insulation covers at locations indicated. Installation shall conform to the following:
1. Make removable flange and union insulation from sectional pipe insulation of same thickness as that on adjoining pipe. Install same insulation jacket as adjoining pipe insulation.
  2. When flange and union covers are made from sectional pipe insulation, extend insulation from flanges or union long at least two times the insulation thickness over adjacent pipe insulation on each side of flange or union. Secure flange cover in place with stainless-steel or aluminum bands. Select band material compatible with insulation and jacket.
  3. Construct removable valve insulation covers in same manner as for flanges except divide the two-part section on the vertical center line of valve body.
  4. When covers are made from block insulation, make two halves, each consisting of mitered blocks wired to stainless-steel fabric. Secure this wire frame, with its attached insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.
  5. Unless a PVC jacket is indicated in field-applied jacket schedules, finish exposed surfaces with a metal jacket.

### 3.6 FLEXIBLE ELASTOMERIC INSULATION INSTALLATION

- A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- B. Insulation Installation on Pipe Flanges:
  - 1. Install pipe insulation to outer diameter of pipe flange.
  - 2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
  - 3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of sheet insulation of same thickness as pipe insulation.
  - 4. Secure insulation to flanges and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- C. Insulation Installation on Pipe Fittings and Elbows:
  - 1. Install mitered sections of pipe insulation.
  - 2. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
- D. Insulation Installation on Valves and Pipe Specialties:
  - 1. Install preformed valve covers manufactured of same material as pipe insulation when available.
  - 2. When preformed valve covers are not available, install cut sections of pipe and sheet insulation to valve body. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
  - 3. Install insulation to flanges as specified for flange insulation application.
  - 4. Secure insulation to valves and specialties and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

### 3.7 MINERAL-FIBER INSULATION INSTALLATION

- A. Insulation Installation on Straight Pipes and Tubes:
  - 1. Secure each layer of preformed pipe insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
  - 2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.
  - 3. For insulation with factory-applied jackets on above ambient surfaces, secure laps with outward clinched staples at 6 inches o.c.
  - 4. For insulation with factory-applied jackets on below ambient surfaces, do not staple longitudinal tabs but secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.
- B. Insulation Installation on Pipe Flanges:

1. Install preformed pipe insulation to outer diameter of pipe flange.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with mineral-fiber blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.

C. Insulation Installation on Pipe Fittings and Elbows:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed insulation elbows and fittings are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

D. Insulation Installation on Valves and Pipe Specialties:

1. Install preformed sections of same material as straight segments of pipe insulation when available.
2. When preformed sections are not available, install mitered sections of pipe insulation to valve body.
3. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
4. Install insulation to flanges as specified for flange insulation application.

E. Blanket Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.

1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.
2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
  - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
  - b. On duct sides with dimensions larger than 18 inches, place pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
  - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
  - d. Do not overcompress insulation during installation.
  - e. Impale insulation over pins and attach speed washers.
  - f. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.

4. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from 1 edge and 1 end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c. Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.
    - a. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.
    - b. Install vapor stops for ductwork and plenums operating below 50 deg F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to 2 times the insulation thickness but not less than 3 inches.
  5. Overlap unfaced blankets a minimum of 2 inches on longitudinal seams and end joints. At end joints, secure with steel bands spaced a maximum of 18 inches o.c.
  6. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
  7. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch-wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.
- F. Board Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.
1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.
  2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
  3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
    - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
    - b. On duct sides with dimensions larger than 18 inches, space pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
    - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
    - d. Do not overcompress insulation during installation.
    - e. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.
  4. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from 1 edge and 1 end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c.

Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.

- a. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.
  - b. Install vapor stops for ductwork and plenums operating below 50 deg F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to 2 times the insulation thickness but not less than 3 inches.
5. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Groove and score insulation to fit as closely as possible to outside and inside radius of elbows. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
  6. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch-wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.

### 3.8 FIELD-APPLIED JACKET INSTALLATION

- A. Where self-adhesive outdoor jackets are indicated: Install per manufacturer's instructions.
- B. Where PVC jackets are indicated, install with 1-inch overlap at longitudinal seams and end joints; for horizontal applications, install with longitudinal seams along top and bottom of tanks and vessels. Seal with manufacturer's recommended adhesive.
  1. Apply two continuous beads of adhesive to seams and joints, one bead under lap and the finish bead along seam and joint edge.

### 3.9 FINISHES

- A. Flexible Elastomeric Thermal Insulation: After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating.

### 3.10 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Tests and Inspections:
  1. Inspect ductwork, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to one location for each duct system defined in the "Duct Insulation Schedule, General" Article.
  2. Inspect field-insulated equipment, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to one location for each type of equipment defined in the

"Equipment Insulation Schedule" Article. For large equipment, remove only a portion adequate to determine compliance.

3. Inspect pipe, fittings, strainers, and valves, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to three locations of straight pipe, three locations of threaded fittings, three locations of welded fittings, two locations of threaded strainers, two locations of welded strainers, three locations of threaded valves, and three locations of flanged valves for each pipe service defined in the "Piping Insulation Schedule, General" Article.
- C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

### 3.11 DUCT INSULATION SCHEDULE, GENERAL

#### A. Plenums and Ducts Requiring Insulation:

1. Indoor, concealed supply and outdoor air.
2. Indoor, exposed supply and outdoor air.
3. Indoor, concealed return located in nonconditioned space.
4. Indoor, exposed return located in nonconditioned space.
5. Indoor, concealed exhaust between isolation damper and penetration of building exterior.
6. Indoor, exposed exhaust between isolation damper and penetration of building exterior.
7. Outdoor, concealed supply and return.
8. Outdoor, exposed supply and return.

#### B. Items Not Insulated:

1. Fibrous-glass ducts.
2. Metal ducts with duct liner of sufficient thickness to comply with energy code and ASHRAE/IESNA 90.1.
3. Factory-insulated flexible ducts.
4. Factory-insulated plenums and casings.
5. Flexible connectors.
6. Vibration-control devices.
7. Factory-insulated access panels and doors.

### 3.12 INDOOR DUCT AND PLENUM INSULATION SCHEDULE

#### A. Round and flat-oval, supply-air duct insulation shall be one of the following:

1. Mineral-Fiber Blanket: 1-1/2 inches thick and 0.75-lb/cu. ft. nominal density.

#### B. Round and flat-oval, outdoor-air duct insulation shall be one of the following:

1. Mineral-Fiber Blanket: 3 inches thick and 0.75-lb/cu. ft. nominal density.

#### C. Rectangular, supply-air duct insulation shall be one of the following:



1. Mineral-Fiber Blanket: 1-1/2 inches thick and 0.75-lb/cu. ft. nominal density.
- D. Rectangular, return-air duct insulation shall be one of the following:
1. Mineral-Fiber Blanket: 1-1/2 inches thick and 0.75-lb/cu. ft. nominal density.
- E. Rectangular, outdoor-air duct insulation shall be one of the following:
1. Mineral-Fiber Blanket: 3 inches thick and 0.75-lb/cu. ft. nominal density.
  2. Mineral-Fiber Board: 2 inches thick and 2-lb/cu. ft. nominal density.
- F. Return-air plenum insulation shall be one of the following:
1. Mineral-Fiber Blanket: 1-1/2 inches thick and 0.75-lb/cu. ft. nominal density.
  2. Mineral-Fiber Board: 1-1/2 inches thick and 2-lb/cu. ft. nominal density.
- G. Outdoor-air plenum insulation shall be one of the following:
1. Mineral-Fiber Blanket: 3 inches thick and 0.75-lb/cu. ft. nominal density.
  2. Mineral-Fiber Board: 2 inches thick and 2-lb/cu. ft. nominal density.

### 3.13 ABOVEGROUND, OUTDOOR DUCT AND PLENUM INSULATION SCHEDULE

- A. Insulation materials and thicknesses are identified below. If more than one material is listed for a duct system, selection from materials listed is Contractor's option.
- B. Rectangular, supply-air duct insulation shall be the following:
1. Mineral-Fiber Board: 2 inches thick and 3-lb/cu. ft. nominal density.
- C. Rectangular, return-air duct insulation shall be the following:
1. Mineral-Fiber Board: 2 inches thick and 3-lb/cu. ft. nominal density.

### 3.14 PIPING INSULATION SCHEDULE, GENERAL

- A. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.
- B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:
1. Drainage piping located in crawl spaces.
  2. Underground piping.
  3. Chrome-plated pipes and fittings unless there is a potential for personnel injury.

### 3.15 INDOOR PIPING INSULATION SCHEDULE

- A. Heating-Hot-Water Supply and Return, 200 Deg F and Below:

1. NPS 4 and Larger: Insulation shall be the following:
    - a. Mineral-Fiber, Preformed Pipe, Type I: 1-1/2 inch thick.
  2. NPS 3 and Smaller: Insulation shall be the following:
    - a. Mineral-Fiber, Preformed Pipe, Type I: 1-inch thick.
- B. Condensate and Equipment Drain Water below 60 Deg F:
1. All Pipe Sizes: Insulation shall be one of the following:
    - a. Mineral-Fiber, Preformed Pipe Insulation, Type I: 1 inch thick.
- C. Refrigerant Suction, Liquid, and Hot-Gas Flexible Tubing:
1. All Pipe Sizes: Insulation shall be the following:
    - a. Flexible Elastomeric: 1 inch thick.

### 3.16 OUTDOOR PIPING INSULATION SCHEDULE

- A. Refrigerant Suction, Liquid, and Hot-Gas Flexible Tubing:
1. All Pipe Sizes: Insulation shall be the following:
    - a. Flexible Elastomeric: 1 inch thick suitable for outdoor use: Armacell AC Accoflex or engineer approved equal.

END OF SECTION 230700

## SECTION 232113 - HYDRONIC PIPING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes pipe and fitting materials, joining methods, special-duty valves, and specialties for the following:
  - 1. Hot-water heating piping.
  - 2. Air-vent piping.
  - 3. Safety-valve-inlet and -outlet piping.
  - 4. Makeup-water piping.
  - 5. Condensate-drain piping.
  - 6. Blowdown-drain piping.

#### 1.3 DEFINITIONS

- A. PTFE: Polytetrafluoroethylene.
- B. RTRF: Reinforced thermosetting resin (fiberglass) fittings.
- C. RTRP: Reinforced thermosetting resin (fiberglass) pipe.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Hydronic piping components and installation shall be capable of withstanding the following minimum working pressure and temperature:
  - 1. Hot-Water Heating Piping: 125 psig at 200 deg F.
  - 2. Air-Vent Piping: 200 deg F.
  - 3. Safety-Valve-Inlet and -Outlet Piping: Equal to the pressure of the piping system to which it is attached.
  - 4. Makeup-Water Piping: 80 psig at 150 deg F.
  - 5. Condensate-Drain Piping: 150 deg F.
  - 6. Blowdown-Drain Piping: 200 deg F.

#### 1.5 SUBMITTALS

- A. Product Data: For each type of the following:

1. Each type of Pipe and fittings (including but not limited to pressure-seal and grooved fittings) with service use clearly identified (Including pipe and fitting schedule for all services).
  2. Valves. Include flow and pressure drop curves based on manufacturer's testing for calibrated-orifice balancing valves and automatic flow-control valves.
  3. Air control devices.
  4. Chemical treatment.
  5. Hydronic specialties.
- B. Shop Drawings: Detail, at 1/4 scale, the piping layout, fabrication of pipe anchors, hangers, supports for multiple pipes, alignment guides, expansion joints and loops, and attachments of the same to the building structure. Detail location of anchors, alignment guides, and expansion joints and loops.
- C. Welding certificates.
- D. Qualification Data: For Installer.
- E. Field quality-control test reports.
- F. Operation and Maintenance Data: For air control devices, hydronic specialties, and special-duty valves to include in emergency, operation, and maintenance manuals.
- G. Water Analysis: Submit a copy of the water analysis to illustrate water quality available at Project site.

## 1.6 QUALITY ASSURANCE

- A. Installer Qualifications:
1. Installers of Pressure-Sealed Joints: Installers shall be certified by the pressure-seal joint manufacturer as having been trained and qualified to join piping with pressure-seal pipe couplings and fittings.
- B. Steel Support Welding: Qualify processes and operators according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- C. Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX.
1. Comply with provisions in ASME B31 Series, "Code for Pressure Piping."
  2. Certify that each welder has passed AWS qualification tests for welding processes involved and that certification is current.
- D. ASME Compliance: Comply with ASME B31.9, "Building Services Piping," for materials, products, and installation. Safety valves and pressure vessels shall bear the appropriate ASME label. Fabricate and stamp air separators and expansion tanks to comply with ASME Boiler and Pressure Vessel Code: Section VIII, Division 01.

- E. Grooved Installations: The grooved coupling manufacturer's factory trained representative shall provide on-site training for contractor's field personnel in the use of grooving tools and installation of grooved joint products. The representative shall periodically visit the jobsite and review contractor is following best recommended practices in grooved product installation. (A distributor's representative is not considered qualified to conduct the training or jobsite visit(s).)
- F. All pressure-seal and grooved joint couplings, fittings, valves and specialties shall be products of a single manufacturer. Grooving and pressure-seal tools shall be of same manufacturer as the grooved or pressure-seal component.
  - 1. All castings used for coupling housings, fittings, and valve bodies shall be date stamped for quality assurance and traceability.

## 1.7 EXTRA MATERIALS

- A. Water-Treatment Chemicals: Furnish enough chemicals for initial system startup and for preventive maintenance for one year from date of Substantial Completion. Performing Preventative maintenance service for chemical water treatment for one year of Substantial Completion is part of this contract
- B. Differential Pressure Meter: For each type of balancing valve and automatic flow control valve, include flowmeter, probes, hoses, flow charts, and carrying case.

## PART 2 - PRODUCTS

### 2.1 COPPER TUBE AND FITTINGS

- A. Drawn-Temper Copper Tubing: ASTM B 88, Type L.
- B. Drawn-Temper Copper Tubing: ASTM B 88, Type M.
- C. DWV Copper Tubing: ASTM B 306, Type DWV.
- D. Wrought-Copper Fittings: ASME B16.22.
  - 1. Grooved-End Copper Fittings: ASTM B 75, copper tube or ASTM B 584, bronze casting.
  - 2. Grooved-End-Tube Couplings: Rigid pattern, unless otherwise indicated; gasketed fitting. Ductile-iron housing with keys matching pipe and fitting grooves, EPDM gasket rated for minimum 230 deg F for use with housing, and steel bolts and nuts.
  - 3. Flaring of tube or fitting ends to accommodate alternate sized couplings is not permitted.
- E. Copper Pressure-Seal Fittings:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Viega Pro-press.

2. Housing: Copper.
3. O-Rings and Pipe Stops: EPDM.
4. Tools: Manufacturer's special tools.
5. Minimum 200-psig working-pressure rating at 250 deg F.

F. Wrought-Copper Unions: ASME B16.22.

## 2.2 STEEL PIPE AND FITTINGS

- A. Steel Pipe: ASTM A 53/A 53M, black steel with plain ends; type, grade, and wall thickness as indicated in Part 3 "Piping Applications" Article.
- B. Cast-Iron Threaded Fittings: ASME B16.4; Classes 125 and 250 as indicated in Part 3 "Piping Applications" Article.
- C. Malleable-Iron Threaded Fittings: ASME B16.3, Classes 150 and 300 as indicated in Part 3 "Piping Applications" Article.
- D. Malleable-Iron Unions: ASME B16.39; Classes 150, 250, and 300 as indicated in Part 3 "Piping Applications" Article.
- E. Cast-Iron Pipe Flanges and Flanged Fittings: ASME B16.1, Classes 25, 125, and 250; raised ground face, and bolt holes spot faced as indicated in Part 3 "Piping Applications" Article.
- F. Wrought-Steel Fittings: ASTM A 234/A 234M, wall thickness to match adjoining pipe.
- G. Wrought Cast- and Forged-Steel Flanges and Flanged Fittings: ASME B16.5, including bolts, nuts, and gaskets of the following material group, end connections, and facings:
  1. Material Group: 1.1.
  2. End Connections: Butt welding.
  3. Facings: Raised face.
- H. Grooved Mechanical-Joint Fittings and Couplings:
  1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Victaulic Company.
  1. Operating Conditions: -30° F through +250° F temperature range according to gasket or valve lining selected and working pressure as shown in manufacturer's current product specification.
  2. Couplings
    - a. Two segments, cast of ductile iron conforming to ASTM A 536. Alkyd enamel coating for black steel piping systems. Galvanized finish for galvanized piping systems. Couplings designed to engage and lock grooved or shouldered piping and fitting ends.

- b. Sizes 2 inches through 12 inches: Coupling housings cast with offsetting, angle pattern bolt pads shall be used to provide system rigidity and support and hanging in accordance with ANSI B31.1 and B31.9.
    - 1) Victaulic Style 107H, Installation-Ready, for direct stab installation without field disassembly, with grade EHP gasket, suitable for water service to +250 deg F.
  - c. Flexible Type: For use in locations where vibration attenuation and stress relief are required, and for the elimination of flexible connectors. Victaulic Installation-Ready Style 177 or Style 77.
3. Gaskets composed of elastomer properties as designated by ASTM D 2000. Gaskets for water service Grade "E" EPDM, with green color code.
  4. Coupling Assembly: Housing clamps in two parts, single C-shaped gasket, two or more ASTM A449 electroplated steel bolts as required to assemble housing clamps.
  5. Fittings: Full flow type fittings with grooves designed to accept couplings of the same manufacturer. ASTM A 536 cast ductile iron, ASTM A234 forged steel, or ASTM A53 factory-fabricated carbon steel, galvanized for galvanized piping systems.

## 2.3 PLASTIC PIPE AND FITTINGS

- A. PVC Plastic Pipe: ASTM D 1785, Schedules 40 and 80, plain ends as indicated in Part 3 "Piping Applications" Article.
- B. PVC Plastic Pipe Fittings: Socket-type pipe fittings, ASTM D 2466 for Schedule 40 pipe; ASTM D 2467 for Schedule 80 pipe.

## 2.4 JOINING MATERIALS

- A. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
  1. ASME B16.21, nonmetallic, flat, asbestos free, 1/8-inch maximum thickness unless thickness or specific material is indicated.
    - a. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges.
    - b. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
- B. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
- C. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.
- D. Brazing Filler Metals: AWS A5.8, BCuP Series, copper-phosphorus alloys for joining copper with copper; or BAg-1, silver alloy for joining copper with bronze or steel.

- E. Welding Filler Metals: Comply with AWS D10.12/D10.12M for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
- F. Solvent Cements for Joining Plastic Piping:
  - 1. PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.
    - a. PVC solvent cement shall have a VOC content of 510 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
    - b. Adhesive primer shall have a VOC content of 550 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
    - c. Solvent cement and adhesive primer shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
- G. Gasket Material: Thickness, material, and type suitable for fluid to be handled and working temperatures and pressures.

## 2.5 DIELECTRIC FITTINGS

- A. General Requirements: Assembly of copper alloy and ferrous materials with separating nonconductive insulating material. Include end connections compatible with pipes to be joined.
- B. Dielectric-Flange Insulating Kits:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Advance Products & Systems, Inc.
    - b. Pipeline Seal and Insulator, Inc.
  - 2. Description:
    - a. Nonconducting materials for field assembly of companion flanges.
    - b. Pressure Rating: 150 psig.
    - c. Gasket: Neoprene or phenolic.
    - d. Bolt Sleeves: Phenolic or polyethylene.
    - e. Washers: Phenolic with steel backing washers.
- C. Dielectric Nipples:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Victaulic Company of America.
  - 2. Electroplated steel nipple with inert and noncorrosive, thermoplastic lining; plain, threaded, or grooved ends; and 300-psig minimum working pressure at 225 deg F.



## 2.6 BACKFLOW PREVENTERS

### A. Reduced-Pressure-Principle Backflow Preventers:

1. Basis-of-Design Product: Subject to compliance with requirements, provide the product indicated on Drawings or a comparable product approved by the Water Authority:
2. Standard: ASSE 1013.
3. Operation: Continuous-pressure applications.
4. Pressure Loss: 12 psig maximum, through middle 1/3 of flow range.
5. Size: Varies.
6. Pressure Loss at Design Flow Rate: 12 psig.
7. Body: Bronze for NPS 2 and smaller; cast iron with interior lining complying with AWWA C550 or that is FDA approved for NPS 2-1/2 and larger.
8. End Connections: Threaded for NPS 2 and smaller.
9. Configuration: Designed for horizontal, straight through flow.
10. Provide testing and certification of backflow preventer installation and operation.
11. Accessories:
  - a. Valves: Ball type with threaded ends on inlet and outlet of NPS 2 and smaller; outside screw and yoke gate-type with flanged ends on inlet and outlet of NPS 2-1/2 and larger.
  - b. Air-Gap Fitting: ASME A112.1.2, matching backflow-preventer connection.

## 2.7 WATER REGULATORS

1. Basis-of-Design Product: Subject to compliance with requirements, provide the product indicated on Drawings or a comparable product approved by the Water Authority:
2. Standard: ASSE 1003.
3. Pressure Rating: Initial working pressure of 150 psig.
4. Size: 2 NPS.
5. Body: Bronze for NPS 2 and smaller; cast iron
6. Include integral bypass.
7. Provide with separate strainer.
8. End Connections: Threaded for NPS 2 and smaller.

## 2.8 VALVES

- A. Check, Ball, and Butterfly Valves: Comply with requirements specified in Division 23 Section "General-Duty Valves for HVAC Piping."
- B. Automatic Temperature-Control Valves, Actuators, and Sensors: Comply with requirements specified in Division 23 Sections "Instrumentation and Control for HVAC." And "Unit Ventilators."
- C. Combination valves and specialties are not acceptable. Coil kits are only acceptable if all individual components (not combination) meet all requirements for individual components indicated and specified in Division 23 Sections.

D. Bronze, Y-Pattern Calibrated-Orifice, Balancing Valves:

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - a. Victaulic/Tour & Andersson
    - 1) 300 PSI Series 786, 787 & 78K (soldered or threaded ends).
    - 2) 300 PSI Series 788 & 789 (flanged or grooved ends).
  - b. As approved by Engineer.
2. Use for throttling in water service 1/2" to 16".
3. Provide valves of Y-Pattern design suitable for water temperatures to 250°F. Provide valves with provision for connecting a portable differential pressure meter. Each meter connection to have pressure/temperature readout points.
4. Construct valves up to 2" of pressure die cast nonporous Ametal® copper alloy providing dielectric protection and 2-1/2" and over of ductile iron body and Ametal® non ferrous copper alloy internal components.
5. Valves to be omnidirectional without affecting flow measurement and shall provide precise flow measurement, precision flow balancing, positive shut-off with no drip seat.
6. Construct valves so that 4, 8, 12, 16, 20 or 22 full turns of handwheel provides maximum setting with hidden memory feature and tamper proof balancing setting.
7. Provide TA CM 73M computerized flow reading kit compatible with valve flow reading kits to be handed over to the owner.

2.9 AIR CONTROL DEVICES

A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Amtrol, Inc.
2. Armstrong Pumps, Inc.
3. Bell & Gossett Domestic Pump; a division of ITT Industries.
4. Taco.

B. Manual Air Vents:

1. Body: Bronze.
2. Internal Parts: Nonferrous.
3. Operator: Screwdriver or thumbscrew.
4. Inlet Connection: NPS 1/2.
5. Discharge Connection: NPS 1/8.
6. CWP Rating: 150 psig.
7. Maximum Operating Temperature: 225 deg F.

C. Automatic Air Vents:

1. Body: Bronze or cast iron.
2. Internal Parts: Nonferrous.

3. Operator: Noncorrosive metal float.
4. Inlet Connection: NPS 1/2.
5. Discharge Connection: NPS 1/4.
6. CWP Rating: 150 psig.
7. Maximum Operating Temperature: 240 deg F.

D. Diaphragm-Type Expansion Tanks:

1. Tank: Welded steel, rated for 125-psig working pressure and 375 deg F maximum operating temperature. Factory test with taps fabricated and supports installed and labeled according to ASME Boiler and Pressure Vessel Code: Section VIII, Division 1.
2. Diaphragm: Securely sealed into tank to separate air charge from system water to maintain required expansion capacity.
3. Air-Charge Fittings: Schrader valve, stainless steel with EPDM seats.

E. Tangential-Type Air Separators:

1. Tank: Welded steel; ASME constructed and labeled for 125-psig minimum working pressure and 375 deg F maximum operating temperature.
2. Air Collector Tube: Perforated stainless steel, constructed to direct released air into expansion tank.
3. Tangential Inlet and Outlet Connections: Threaded for NPS 2 and smaller; flanged connections for NPS 2-1/2 and larger.
4. Blowdown Connection: Threaded.
5. Size: Match system flow capacity.

## 2.10 CHEMICAL TREATMENT

- A. Bypass Chemical Feeder: Welded steel construction; 125-psig working pressure; 5-gal. capacity; with fill funnel and inlet, outlet, and drain valves.
1. Chemicals: Specially formulated, based on analysis of makeup water, to prevent accumulation of scale and corrosion in piping and connected equipment.

## 2.11 HYDRONIC PIPING SPECIALTIES

A. Y-Pattern Strainers:

1. Body: ASTM A 126, Class B, cast iron with bolted cover and bottom drain connection.
2. End Connections: Threaded ends for NPS 2 and smaller; flanged ends for NPS 2-1/2 and larger. Grooved end Y-pattern strainer, Victaulic 732, also acceptable.
3. Strainer Screen: 40-mesh startup strainer, and perforated stainless-steel basket with 50 percent free area.
4. CWP Rating: 125 psig.

- B. Grooved End T-Type Strainer. 2" through 12" sizes, 300 PSI ductile iron body, Type 304 stainless steel perforated metal removable baskets. Victaulic Style 730.

- C. Stainless-Steel Bellow, Flexible Connectors:
1. Body: Stainless-steel bellows with woven, flexible, bronze, wire-reinforcing protective jacket.
  2. End Connections: Threaded or flanged to match equipment connected.
  3. Performance: Capable of 3/4-inch misalignment.
  4. CWP Rating: 150 psig.
  5. Maximum Operating Temperature: 250 deg F.
- D. Suction Diffuser – Grooved/Flanged End. Rated to 300 psi (2065 kPa). Ductile iron (ASTM A-536) body. 304 stainless steel frame and perforated sheet diffuser with 5/32" (4,0mm) diameter holes 3" – 12" inlet sizes or 3/16" (4.8mm) diameter holes 14" and 16" inlet sizes. Removable 20 mesh 304 stainless steel start-up prefilter, outlets for pressure/temperature drain connections, and base support boss. Victaulic Series 731-D.

## PART 3 - EXECUTION

### 3.1 PIPING APPLICATIONS

- A. Hot-water heating piping, aboveground, NPS 2 and smaller, shall be the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure-seal joints.
- B. Hot-water heating piping, aboveground, NPS 2-1/2 and larger, shall be the following:
1. Schedule 40 steel pipe; grooved, mechanical joint coupling and fittings; and grooved, mechanical joints.
- C. Makeup-water piping installed aboveground shall be the following:
1. Type L, drawn-temper copper tubing, wrought-copper fittings, and soldered or pressure-seal joints.
- A. Condensate-Drain Piping: Type M, drawn-temper copper tubing, wrought-copper fittings, and soldered joints for all indoor and thru the wall or thru roof outdoor piping. Schedule 40 PVC plastic pipe and fittings and solvent-welded joints for outdoor roof piping for roof top units.
- B. Air-Vent Piping:
1. Inlet: Same as service where installed with metal-to-plastic transition fittings for plastic piping systems according to the piping manufacturer's written instructions.
  2. Outlet: Type K, annealed-temper copper tubing with soldered or flared joints.
- C. Safety-Valve-Inlet and -Outlet Piping for Hot-Water Piping: Same materials and joining methods as for piping specified for the service in which safety valve is installed with metal-to-plastic transition fittings for plastic piping systems according to the piping manufacturer's written instructions.

### 3.2 VALVE APPLICATIONS

- A. Install shutoff-duty valves at each branch connection to supply mains, and at supply connection to each piece of equipment.
- B. Install Y-pattern calibrated-orifice, balancing valves at each branch connection to return main.
- C. Install calibrated-orifice, balancing valves in the return pipe of each heating or cooling terminal.
- D. Install check valves at each pump discharge and elsewhere as required to control flow direction.
- E. Install safety valves at hot-water generators and elsewhere as required by ASME Boiler and Pressure Vessel Code. Install drip-pan elbow on safety-valve outlet and pipe without valves to the outdoors; and pipe drain to nearest floor drain or as indicated on Drawings. Comply with ASME Boiler and Pressure Vessel Code: Section VIII, Division 1, for installation requirements.
- F. Install pressure-reducing valves at makeup-water connection to regulate system fill pressure.

### 3.3 PIPING INSTALLATIONS

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems. Indicate piping locations and arrangements if such were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Coordination Drawings.
- B. Install piping in concealed locations, unless otherwise indicated and except in equipment rooms and service areas.
- C. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- D. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- E. Install piping to permit valve servicing.
- F. Install piping at indicated slopes.
- G. Install piping free of sags and bends.
- H. Install fittings for changes in direction and branch connections.
- I. Install piping to allow application of insulation.
- J. Select system components with pressure rating equal to or greater than system operating pressure.
- K. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.

- L. Install drains, consisting of a tee fitting, NPS 3/4 ball valve, and short NPS 3/4 threaded nipple with cap, at low points in piping system mains and elsewhere as required for system drainage.
- M. Install piping at a uniform grade of 0.2 percent upward in direction of flow.
- N. Reduce pipe sizes using eccentric reducer fitting installed with level side up.
- O. Install branch connections to mains using mechanically formed tee fittings in main pipe, with the branch connected to the bottom of the main pipe. For up-feed risers, connect the branch to the top of the main pipe.
- P. Install valves according to Division 23 Section "General-Duty Valves for HVAC Piping."
- Q. Install unions in piping, NPS 2 and smaller, adjacent to valves, at final connections of equipment, and elsewhere as indicated.
- R. Install flanges in piping, NPS 2-1/2 and larger, at final connections of equipment and elsewhere as indicated.
- S. Install strainers on inlet side of each control valve, pressure-reducing valve, solenoid valve, in-line pump, and elsewhere as indicated. Install NPS 3/4 nipple and ball valve in blowdown connection of strainers NPS 2 and larger. Match size of strainer blowoff connection for strainers smaller than NPS 2.
- T. Identify piping as specified in Division 23 Section "Identification for HVAC Piping and Equipment."

### 3.4 HANGERS AND SUPPORTS

- A. Hanger, support, and anchor devices are specified in Division 23 Section "Hangers and Supports for HVAC Piping and Equipment." Comply with the following requirements for maximum spacing of supports.
- B. Install the following pipe attachments:
  1. Adjustable steel clevis hangers for individual horizontal piping less than 20 feet long.
  2. Adjustable roller hangers and spring hangers for individual horizontal piping 20 feet or longer.
  3. Pipe Roller: MSS SP-58, Type 44 for multiple horizontal piping 20 feet or longer, supported on a trapeze.
  4. Spring hangers to support vertical runs.
  5. Provide copper-clad hangers and supports for hangers and supports in direct contact with copper pipe.
  6. On plastic pipe, install pads or cushions on bearing surfaces to prevent hanger from scratching pipe.
- C. Install hangers for steel piping with the following maximum spacing and minimum rod sizes:
  1. NPS 3/4: Maximum span, 7 feet; minimum rod size, 1/4 inch.
  2. NPS 1: Maximum span, 7 feet; minimum rod size, 1/4 inch.

3. NPS 1-1/2: Maximum span, 9 feet; minimum rod size, 3/8 inch.
  4. NPS 2: Maximum span, 10 feet; minimum rod size, 3/8 inch.
  5. NPS 2-1/2: Maximum span, 11 feet; minimum rod size, 3/8 inch.
  6. NPS 3: Maximum span, 12 feet; minimum rod size, 3/8 inch.
  7. NPS 4: Maximum span, 14 feet; minimum rod size, 1/2 inch.
- D. Install hangers for drawn-temper copper piping with the following maximum spacing and minimum rod sizes:
1. NPS 3/4: Maximum span, 5 feet; minimum rod size, 1/4 inch.
  2. NPS 1: Maximum span, 6 feet; minimum rod size, 1/4 inch.
  3. NPS 1-1/2: Maximum span, 8 feet; minimum rod size, 3/8 inch.
  4. NPS 2: Maximum span, 8 feet; minimum rod size, 3/8 inch.
  5. NPS 2-1/2: Maximum span, 9 feet; minimum rod size, 3/8 inch.
  6. NPS 3: Maximum span, 10 feet; minimum rod size, 3/8 inch.
- E. Plastic Piping Hanger Spacing: Space hangers according to pipe manufacturer's written instructions for service conditions. Avoid point loading. Space and install hangers with the fewest practical rigid anchor points.
- F. Support vertical runs at roof, at each floor, and at 10-foot intervals between floors.

### 3.5 PIPE JOINT CONSTRUCTION

- A. Join pipe and fittings according to the following requirements and Division 23 Sections specifying piping systems.
- B. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- C. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- D. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- E. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter, using copper-phosphorus brazing filler metal complying with AWS A5.8.
- F. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
  2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- G. Welded Joints: Construct joints according to AWS D10.12/D10.12M, using qualified processes and welding operators according to Part 1 "Quality Assurance" Article.

- H. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Install gasket concentrically positioned. Use suitable lubricants on bolt threads.
- I. Plastic Piping Solvent-Cemented Joints: Clean and dry joining surfaces. Join pipe and fittings according to the following:
  1. Comply with ASTM F 402 for safe-handling practice of cleaners, primers, and solvent cements.
  2. CPVC Piping: Join according to ASTM D 2846/D 2846M Appendix.
  3. PVC Pressure Piping: Join ASTM D 1785 schedule number, PVC pipe and PVC socket fittings according to ASTM D 2672. Join other-than-schedule number PVC pipe and socket fittings according to ASTM D 2855.
  4. PVC Nonpressure Piping: Join according to ASTM D 2855.
- J. Grooved Joints: Assemble joints with coupling and gasket, lubricant, and bolts. Cut or roll grooves in ends of pipe based on pipe and coupling manufacturer's written instructions for pipe wall thickness. Use grooved-end fittings and rigid, grooved-end-pipe couplings.
- K. Pressure-Sealed Joints: Use manufacturer-recommended tool and procedure. Leave insertion marks on pipe after assembly.

### 3.6 HYDRONIC SPECIALTIES INSTALLATION

- A. Install manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting.
- B. Install automatic air vents at high points of system piping in mechanical equipment rooms only. Manual vents at heat-transfer coils and elsewhere as required for air venting.
- C. Install piping from boiler air outlet, air separator, or air purger to expansion tank with a 2 percent upward slope toward tank.
- D. Install tangential air separator in pump suction. Install blowdown piping with gate or full-port ball valve; extend full size to nearest floor drain.
- E. Install bypass chemical feeders in each hydronic system where indicated, in upright position with top of funnel not more than 48 inches above the floor. Install feeder in minimum NPS 3/4 bypass line, from main with full-size, full-port, ball valve in the main between bypass connections. Install NPS 3/4 pipe from chemical feeder drain, to nearest equipment drain and include a full-size, full-port, ball valve.
- F. Install expansion tanks on a 4 inch high concrete pad. Vent and purge air from hydronic system, and ensure tank is properly charged with air to suit system Project requirements.

### 3.7 TERMINAL EQUIPMENT CONNECTIONS

- A. Sizes for supply and return piping connections shall be the same as or larger than equipment connections.
- B. Install control valves in accessible locations close to connected equipment.



- C. Install bypass piping with globe valve around control valve. If parallel control valves are installed, only one bypass is required.
- D. Install ports for pressure gages and thermometers at coil inlet and outlet connections according to Division 23 Section "Meters and Gages for HVAC Piping."

### 3.8 CHEMICAL TREATMENT

- A. Perform an analysis of makeup water to determine type and quantities of chemical treatment needed to keep system free of scale, corrosion, and fouling, and to sustain the following water characteristics:
  - 1. pH: 9.0 to 10.5.
  - 2. "P" Alkalinity: 100 to 500 ppm.
  - 3. Boron: 100 to 200 ppm.
  - 4. Chemical Oxygen Demand: Maximum 100 ppm. Modify this value if closed system contains glycol.
  - 5. Corrosion Inhibitor:
    - a. Sodium Nitrate: 1000 to 1500 ppm.
    - b. Molybdate: 200 to 300 ppm.
    - c. Chromate: 200 to 300 ppm.
    - d. Sodium Nitrate Plus Molybdate: 100 to 200 ppm each.
    - e. Chromate Plus Molybdate: 50 to 100 ppm each.
  - 6. Soluble Copper: Maximum 0.20 ppm.
  - 7. Tolyriazole Copper and Yellow Metal Corrosion Inhibitor: Minimum 10 ppm.
  - 8. Total Suspended Solids: Maximum 10 ppm.
  - 9. Ammonia: Maximum 20 ppm.
  - 10. Free Caustic Alkalinity: Maximum 20 ppm.
  - 11. Microbiological Limits:
    - a. Total Aerobic Plate Count: Maximum 1000 organisms/ml.
    - b. Total Anaerobic Plate Count: Maximum 100 organisms/ml.
    - c. Nitrate Reducers: 100 organisms/ml.
    - d. Sulfate Reducers: Maximum 0 organisms/ml.
    - e. Iron Bacteria: Maximum 0 organisms/ml.
- B. Fill system with fresh water and add liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products from piping. Circulate solution for a minimum of 24 hours, drain, clean strainer screens, and refill with fresh water.
- C. Add initial chemical treatment and maintain water quality in ranges noted above for the first year of operation.

### 3.9 FIELD QUALITY CONTROL

- A. Prepare hydronic piping according to ASME B31.9 and as follows:

1. Leave joints, including welds, uninsulated and exposed for examination during test.
2. Provide temporary restraints for expansion joints that cannot sustain reactions due to test pressure. If temporary restraints are impractical, isolate expansion joints from testing.
3. Flush hydronic piping systems with clean water; then remove and clean or replace strainer screens.
4. Isolate equipment from piping. If a valve is used to isolate equipment, its closure shall be capable of sealing against test pressure without damage to valve. Install blinds in flanged joints to isolate equipment.
5. Install safety valve, set at a pressure no more than one-third higher than test pressure, to protect against damage by expanding liquid or other source of overpressure during test.

B. Perform the following tests on hydronic piping:

1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.
2. While filling system, use vents installed at high points of system to release air. Use drains installed at low points for complete draining of test liquid.
3. Isolate expansion tanks and determine that hydronic system is full of water.
4. Subject piping system to hydrostatic test pressure that is not less than 1.5 times the system's working pressure. Test pressure shall not exceed maximum pressure for any vessel, pump, valve, or other component in system under test. Verify that stress due to pressure at bottom of vertical runs does not exceed 90 percent of specified minimum yield strength or 1.7 times "SE" value in Appendix A in ASME B31.9, "Building Services Piping."
5. After hydrostatic test pressure has been applied for at least 10 minutes, examine piping, joints, and connections for leakage. Eliminate leaks by tightening, repairing, or replacing components, and repeat hydrostatic test until there are no leaks.
6. Prepare written report of testing.

C. Perform the following before operating the system:

1. Open manual valves fully.
2. Inspect pumps for proper rotation.
3. Set makeup pressure-reducing valves for required system pressure.
4. Inspect air vents at high points of system and determine if all are installed and operating freely (automatic type), or bleed air completely (manual type).
5. Set temperature controls so all coils are calling for full flow.
6. Inspect and set operating temperatures of hydronic equipment, such as boilers, chillers, cooling towers, to specified values.
7. Verify lubrication of motors and bearings.

END OF SECTION 232113

## SECTION 232300 - REFRIGERANT PIPING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes refrigerant piping used for air-conditioning applications.

#### 1.3 PERFORMANCE REQUIREMENTS

- A. Line Test Pressure for Refrigerant R-410A:
  - 1. Suction Lines for Air-Conditioning Applications: 300 psig.
  - 2. Hot-Gas and Liquid Lines: 535 psig.

#### 1.4 SUBMITTALS

- A. Product Data: For each type of valve and refrigerant piping specialty indicated. Include pressure drop, based on manufacturer's test data, for the following:
  - 1. Thermostatic expansion valves.
  - 2. Solenoid valves.
  - 3. Filter dryers.
  - 4. Strainers.
  - 5. Pressure-regulating valves.
- B. Shop Drawings: Show layout of refrigerant piping and specialties, including pipe, tube, and fitting sizes, flow capacities, valve arrangements and locations, slopes of horizontal runs, oil traps, double risers, wall and floor penetrations, and equipment connection details. Show interface and spatial relationships between piping and equipment.
  - 1. Shop Drawing Scale: 1/4 inch equals 1 foot.
  - 2. Refrigerant piping indicated on Drawings is schematic only. Size piping and design actual piping layout, including oil traps, double risers, specialties, and pipe and tube sizes to accommodate, as a minimum, equipment provided, elevation difference between compressor and evaporator, and length of piping to ensure proper operation and compliance with warranties of connected equipment.
- C. Welding certificates.
- D. Field quality-control test reports.

- E. Operation and Maintenance Data: For refrigerant valves and piping specialties to include in maintenance manuals.

## 1.5 QUALITY ASSURANCE

- A. Welding: Qualify procedures and personnel according to ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."
- B. Comply with ASHRAE 15, "Safety Code for Refrigeration Systems."
- C. Comply with ASME B31.5, "Refrigeration Piping and Heat Transfer Components."

## 1.6 PRODUCT STORAGE AND HANDLING

- A. Store piping in a clean and protected area with end caps in place to ensure that piping interior and exterior are clean when installed.

## 1.7 COORDINATION

- A. Coordinate size and location of roof curbs, equipment supports, and roof penetrations. These items are specified in Division 07 Section "Roof Accessories."

## PART 2 - PRODUCTS

### 2.1 COPPER TUBE AND FITTINGS

- A. Copper Tube: ASTM B 88, Type L.
- B. Wrought-Copper Fittings: ASME B16.22.
- C. Wrought-Copper Unions: ASME B16.22.
- D. Solder Filler Metals: ASTM B 32. Use 95-5 tin antimony or alloy HB solder to join copper socket fittings on copper pipe.
- E. Brazing Filler Metals: AWS A5.8.
- F. Flexible Connectors:
  - 1. Body: Tin-bronze bellows with woven, flexible, tinned-bronze-wire-reinforced protective jacket.
  - 2. End Connections: Socket ends.
  - 3. Offset Performance: Capable of minimum 3/4-inch misalignment in minimum 7-inch long assembly.
  - 4. Pressure Rating: Factory test at minimum 500 psig.
  - 5. Maximum Operating Temperature: 250 deg F.

## 2.2 VALVES AND SPECIALTIES

### A. Diaphragm Packless Valves:

1. Body and Bonnet: Forged brass or cast bronze; globe design with straight-through or angle pattern.
2. Diaphragm: Phosphor bronze and stainless steel with stainless-steel spring.
3. Operator: Rising stem and hand wheel.
4. Seat: Nylon.
5. End Connections: Socket, union, or flanged.
6. Working Pressure Rating: 500 psig.
7. Maximum Operating Temperature: 275 deg F.

### B. Packed-Angle Valves:

1. Body and Bonnet: Forged brass or cast bronze.
2. Packing: Molded stem, back seating, and replaceable under pressure.
3. Operator: Rising stem.
4. Seat: Nonrotating, self-aligning polytetrafluoroethylene.
5. Seal Cap: Forged-brass or valox hex cap.
6. End Connections: Socket, union, threaded, or flanged.
7. Working Pressure Rating: 500 psig.
8. Maximum Operating Temperature: 275 deg F.

### C. Service Valves:

1. Body: Forged brass with brass cap including key end to remove core.
2. Core: Removable ball-type check valve with stainless-steel spring.
3. Seat: Polytetrafluoroethylene.
4. End Connections: Copper spring.
5. Working Pressure Rating: 500 psig.

### D. Solenoid Valves: Comply with ARI 760 and UL 429; listed and labeled by an NRTL.

1. Body and Bonnet: Plated steel.
2. Solenoid Tube, Plunger, Closing Spring, and Seat Orifice: Stainless steel.
3. Seat: Polytetrafluoroethylene.
4. End Connections: Threaded.
5. Electrical: Molded, watertight coil in NEMA 250 enclosure of type required by location with 1/2-inch conduit adapter, and 24-V ac coil.
6. Working Pressure Rating: 400 psig.
7. Maximum Operating Temperature: 240 deg F.
8. Manual operator.

### E. Thermostatic Expansion Valves: Comply with ARI 750.

1. Body, Bonnet, and Seal Cap: Forged brass or steel.
2. Diaphragm, Piston, Closing Spring, and Seat Insert: Stainless steel.
3. Packing and Gaskets: Non-asbestos.
4. Capillary and Bulb: Copper tubing filled with refrigerant charge.
5. Suction Temperature: 40 deg F.

6. Superheat: Adjustable.
7. Reverse-flow option (for heat-pump applications).
8. End Connections: Socket, flare, or threaded union.
9. Working Pressure Rating: 700 psig.

F. Straight-Type Strainers:

1. Body: Welded steel with corrosion-resistant coating.
2. Screen: 100-mesh stainless steel.
3. End Connections: Socket or flare.
4. Working Pressure Rating: 500 psig.
5. Maximum Operating Temperature: 275 deg F.

G. Angle-Type Strainers:

1. Body: Forged brass or cast bronze.
2. Drain Plug: Brass hex plug.
3. Screen: 100-mesh monel.
4. End Connections: Socket or flare.
5. Working Pressure Rating: 500 psig.
6. Maximum Operating Temperature: 275 deg F.

H. Moisture/Liquid Indicators:

1. Body: Forged brass.
2. Window: Replaceable, clear, fused glass window with indicating element protected by filter screen.
3. Indicator: Color coded to show moisture content in ppm.
4. Minimum Moisture Indicator Sensitivity: Indicate moisture above 60 ppm.
5. End Connections: Socket or flare.
6. Working Pressure Rating: 500 psig.
7. Maximum Operating Temperature: 240 deg F.

I. Replaceable-Core Filter Dryers: Comply with ARI 730.

1. Body and Cover: Painted-steel shell with ductile-iron cover, stainless-steel screws, and neoprene gaskets.
2. Filter Media: 10 micron, pleated with integral end rings; stainless-steel support.
3. Desiccant Media: Activated alumina.
4. Designed for reverse flow (for heat-pump applications).
5. End Connections: Socket.
6. Access Ports: NPS 1/4 connections at entering and leaving sides for pressure differential measurement.
7. Maximum Pressure Loss: 2 psig.
8. Working Pressure Rating: 500 psig.
9. Maximum Operating Temperature: 240 deg F.

## 2.3 REFRIGERANTS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:
- B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Atofina Chemicals, Inc.
  - 2. DuPont Company; Fluorochemicals Div.
  - 3. Honeywell, Inc.; Genetron Refrigerants.
  - 4. INEOS Fluor Americas LLC.
- C. ASHRAE 34, R-410A: Pentafluoroethane/Difluoromethane.

## PART 3 - EXECUTION

### 3.1 PIPING APPLICATIONS FOR REFRIGERANT R-410A

- A. Suction Lines NPS 3-1/2 and Smaller for Conventional Air-Conditioning Applications: Copper, Type ACR, drawn-temper tubing and wrought-copper fittings with brazed joints.
- B. Hot-Gas and Liquid Lines: Copper, Type ACR, annealed- or drawn-temper tubing and wrought-copper fittings with brazed joints.
- C. Safety-Relief-Valve Discharge Piping: Copper, Type ACR, annealed- or drawn-temper tubing and wrought-copper fittings with brazed joints.

### 3.2 VALVE AND SPECIALTY APPLICATIONS

- A. Install diaphragm packless valves in suction and discharge lines of compressor.
- B. Install service valves for gage taps at inlet and outlet of hot-gas bypass valves and strainers if they are not an integral part of valves and strainers.
- C. Except as otherwise indicated, install diaphragm packless valves on inlet and outlet side of filter dryers.
- D. Install a full-sized, three-valve bypass around filter dryers.
- E. Install solenoid valves upstream from each expansion valve and hot-gas bypass valve. Install solenoid valves in horizontal lines with coil at top.
- F. Install thermostatic expansion valves as close as possible to distributors on evaporators.
  - 1. Install valve so diaphragm case is warmer than bulb.
  - 2. Secure bulb to clean, straight, horizontal section of suction line using two bulb straps. Do not mount bulb in a trap or at bottom of the line.

3. If external equalizer lines are required, make connection where it will reflect suction-line pressure at bulb location.
- G. Install safety relief valves where required by ASME Boiler and Pressure Vessel Code. Pipe safety-relief-valve discharge line to outside according to ASHRAE 15.
- H. Install moisture/liquid indicators in liquid line at the inlet of the thermostatic expansion valve or at the inlet of the evaporator coil capillary tube.
- I. Install strainers upstream from and adjacent to the following unless they are furnished as an integral assembly for device being protected:
  1. Solenoid valves.
  2. Thermostatic expansion valves.
  3. Compressor.
- J. Install filter dryers in liquid line between compressor and thermostatic expansion valve, and in the suction line at the compressor.
- K. Install receivers sized to accommodate pump-down charge.

### 3.3 PIPING INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems; indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Shop Drawings.
- B. Install refrigerant piping according to ASHRAE 15.
- C. Install piping in concealed locations unless otherwise indicated and except in equipment rooms and service areas.
- D. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- E. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- F. Install piping adjacent to machines to allow service and maintenance.
- G. Install piping free of sags and bends.
- H. Install fittings for changes in direction and branch connections.
- I. Select system components with pressure rating equal to or greater than system operating pressure.
- J. Install piping as short and direct as possible, with a minimum number of joints, elbows, and fittings.



- K. Install refrigerant piping in protective conduit where installed belowground.
- L. Install refrigerant piping in rigid or flexible conduit in locations where exposed to mechanical injury.
- M. Slope refrigerant piping as follows:
  1. Install horizontal hot-gas discharge piping with a uniform slope downward away from compressor.
  2. Install horizontal suction lines with a uniform slope downward to compressor.
  3. Install traps and double risers to entrain oil in vertical runs.
  4. Liquid lines may be installed level.
- N. When brazing or soldering, remove solenoid-valve coils and sight glasses; also remove valve stems, seats, and packing, and accessible internal parts of refrigerant specialties. Do not apply heat near expansion-valve bulb.
- O. Install piping with adequate clearance between pipe and adjacent walls and hangers or between pipes for insulation installation.
- P. Install sleeves for piping penetrations of walls, ceilings, and floors.
- Q. Install sleeve seals for piping penetrations of concrete walls and slabs.
- R. Install escutcheons for piping penetrations of walls, ceilings, and floors.

### 3.4 PIPE JOINT CONSTRUCTION

- A. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- B. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Fill pipe and fittings with an inert gas (nitrogen or carbon dioxide), during brazing or welding, to prevent scale formation.
- D. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," Chapter "Pipe and Tube."
  1. Use Type BcuP, copper-phosphorus alloy for joining copper socket fittings with copper pipe.
  2. Use Type BAg, cadmium-free silver alloy for joining copper with bronze or steel.

### 3.5 HANGERS AND SUPPORTS

- A. Hanger, support, and anchor products are specified in Division 23 Section "Hangers and Supports for HVAC Piping and Equipment."
- B. Install the following pipe attachments:

1. Adjustable steel clevis hangers for individual horizontal runs less than 20 feet long.
2. Roller hangers and spring hangers for individual horizontal runs 20 feet or longer.
3. Pipe Roller: MSS SP-58, Type 44 for multiple horizontal piping 20 feet or longer, supported on a trapeze.
4. Spring hangers to support vertical runs.
5. Copper-clad hangers and supports for hangers and supports in direct contact with copper pipe.

C. Install hangers for copper tubing with the following maximum spacing and minimum rod sizes:

1. NPS 1/2: Maximum span, 60 inches; minimum rod size, 1/4 inch.
2. NPS 5/8: Maximum span, 60 inches; minimum rod size, 1/4 inch.
3. NPS 1: Maximum span, 72 inches; minimum rod size, 1/4 inch.
4. NPS 1-1/4: Maximum span, 96 inches; minimum rod size, 3/8 inch.
5. NPS 1-1/2: Maximum span, 96 inches; minimum rod size, 3/8 inch.

D. Support multifloor vertical runs at least at each floor.

### 3.6 FIELD QUALITY CONTROL

A. Perform tests and inspections and prepare test reports.

B. Tests and Inspections:

1. Comply with ASME B31.5, Chapter VI.
2. Test refrigerant piping, specialties, and receivers. Isolate compressor, condenser, evaporator, and safety devices from test pressure if they are not rated above the test pressure.
3. Test high- and low-pressure side piping of each system separately at not less than the pressures indicated in Part 1 "Performance Requirements" Article.
  - a. Fill system with nitrogen to the required test pressure.
  - b. System shall maintain test pressure at the manifold gage throughout duration of test.
  - c. Test joints and fittings with electronic leak detector or by brushing a small amount of soap and glycerin solution over joints.
  - d. Remake leaking joints using new materials, and retest until satisfactory results are achieved.

### 3.7 SYSTEM CHARGING

A. Charge system using the following procedures:

1. Install core in filter dryers after leak test but before evacuation.
2. Evacuate entire refrigerant system with a vacuum pump to 500 micrometers. If vacuum holds for 12 hours, system is ready for charging.
3. Break vacuum with refrigerant gas, allowing pressure to build up to 2 psig.
4. Charge system with a new filter-dryer core in charging line.

### 3.8 ADJUSTING

- A. Adjust thermostatic expansion valve to obtain proper evaporator superheat.
- B. Adjust high- and low-pressure switch settings to avoid short cycling in response to fluctuating suction pressure.
- C. Adjust set-point temperature of air-conditioning or chilled-water controllers to the system design temperature.
- D. Perform the following adjustments before operating the refrigeration system, according to manufacturer's written instructions:
  - 1. Open shutoff valves in condenser water circuit.
  - 2. Verify that compressor oil level is correct.
  - 3. Open compressor suction and discharge valves.
  - 4. Open refrigerant valves except bypass valves that are used for other purposes.
  - 5. Check open compressor-motor alignment and verify lubrication for motors and bearings.
- E. Replace core of replaceable filter dryer after system has been adjusted and after design flow rates and pressures are established.

END OF SECTION 232300

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

#### A. Section Includes:

1. Single-wall rectangular ducts and fittings.
2. Single-wall round ducts and fittings.
3. Sheet metal materials.
4. Duct liner.
5. Sealants and gaskets.
6. Hangers and supports.

#### B. Related Sections:

1. Division 23 Section "Testing, Adjusting, and Balancing for HVAC" for testing, adjusting, and balancing requirements for metal ducts.
2. Division 23 Section "Air Duct Accessories" for dampers, sound-control devices, duct-mounting access doors and panels, turning vanes, and flexible ducts.

### 1.3 PERFORMANCE REQUIREMENTS

- A. Delegated Duct Design: Duct construction, including sheet metal thicknesses, seam and joint construction, reinforcements, and hangers and supports, shall comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" and performance requirements and design criteria indicated in "Duct Schedule" Article.
- B. Structural Performance: Duct hangers and supports shall withstand the effects of gravity loads and stresses within limits and under conditions described in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- C. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1-2004.

### 1.4 SUBMITTALS

- A. Product Data: For each type of the following products:
  1. Liners and adhesives.
  2. Sealants and gaskets.
  3. Seismic-restraint devices.

B. Shop Drawings:

1. Fabrication, assembly, and installation, including plans, elevations, sections, components, and attachments to other work.
2. Factory- and shop-fabricated ducts and fittings.
3. Duct layout indicating sizes, configuration, liner material, and static-pressure classes.
4. Elevation of top of ducts.
5. Dimensions of main duct runs from building grid lines.
6. Fittings.
7. Reinforcement and spacing.
8. Seam and joint construction.
9. Penetrations through fire-rated and other partitions.
10. Equipment installation based on equipment being used on Project.
11. Locations for duct accessories, including dampers, turning vanes, and access doors and panels.
12. Hangers and supports, including methods for duct and building attachment and vibration isolation.

C. Coordination Drawings: Plans, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:

1. Duct installation in congested spaces, indicating coordination with general construction, building components, and other building services. Indicate proposed changes to duct layout.
2. Suspended ceiling components.
3. Structural members to which duct will be attached.
4. Size and location of initial access modules for acoustical tile.
5. Penetrations of smoke barriers and fire-rated construction.
6. Items penetrating finished ceiling including the following:
  - a. Lighting fixtures.
  - b. Air outlets and inlets.
  - c. Speakers.
  - d. Sprinklers.
  - e. Access panels.
  - f. Perimeter moldings.

D. Welding certificates.

E. Field quality-control reports.

1.5 QUALITY ASSURANCE

A. Welding Qualifications: Qualify procedures and personnel according to the following:

1. AWS D1.1/D1.1M, "Structural Welding Code - Steel," for hangers and supports.
2. AWS D1.2/D1.2M, "Structural Welding Code - Aluminum," for aluminum supports.
3. AWS D9.1M/D9.1, "Sheet Metal Welding Code," for duct joint and seam welding.

- B. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1-2004, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-Up."
- C. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1-2004, Section 6.4.4 - "HVAC System Construction and Insulation."

## PART 2 - PRODUCTS

### 2.1 SINGLE-WALL RECTANGULAR DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" based on indicated static-pressure class unless otherwise indicated.
- B. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 1-4, "Transverse (Girth) Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 1-5, "Longitudinal Seams - Rectangular Ducts," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- D. Elbows, Transitions, Offsets, Branch Connections, and Other Duct Construction: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 2, "Fittings and Other Construction," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

### 2.2 SINGLE-WALL ROUND DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 3, "Round, Oval, and Flexible Duct," based on indicated static-pressure class unless otherwise indicated.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Lindab Inc.
    - b. McGill AirFlow LLC.
    - c. SEMCO Incorporated.
    - d. Sheet Metal Connectors, Inc.
    - e. Spiral Manufacturing Co., Inc.
- B. Flat-Oval Ducts: Indicated dimensions are the duct width (major dimension) and diameter of the round sides connecting the flat portions of the duct (minor dimension).

- C. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-2, "Transverse Joints - Round Duct," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 1. Transverse Joints in Ducts Larger Than 60 Inches in Diameter: Flanged.
- D. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-1, "Seams - Round Duct and Fittings," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- E. Tees and Laterals: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-4, "90 Degree Tees and Laterals," and Figure 3-5, "Conical Tees," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

## 2.3 SHEET METAL MATERIALS

- A. General Material Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- B. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  - 1. Galvanized Coating Designation: G60.
  - 2. Finishes for Surfaces Exposed to View: Mill phosphatized.
- C. Carbon-Steel Sheets: Comply with ASTM A 1008/A 1008M, with oiled, matte finish for exposed ducts.
- D. Reinforcement Shapes and Plates: ASTM A 36/A 36M, steel plates, shapes, and bars; black and galvanized.
  - 1. Where black- and galvanized-steel shapes and plates are used to reinforce aluminum ducts, isolate the different metals with butyl rubber, neoprene, or EPDM gasket materials.
- E. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

## 2.4 DUCT LINER

- A. Fibrous-Glass Duct Liner: Comply with ASTM C 1071, NFPA 90A, or NFPA 90B; and with NAIMA AH124, "Fibrous Glass Duct Liner Standard."

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CertainTeed Corporation; Insulation Group.
    - b. Johns Manville.
    - c. Knauf Insulation.
    - d. Owens Corning.
    - e. Maximum Thermal Conductivity:
      - 1) Type I, Flexible: 0.27 Btu x in./h x sq. ft. x deg F at 75 deg F mean temperature.
      - 2) Type II, Rigid: 0.23 Btu x in./h x sq. ft. x deg F at 75 deg F mean temperature.
  2. Water-Based Liner Adhesive: Comply with NFPA 90A or NFPA 90B and with ASTM C 916.
    - a. For indoor applications, use adhesive that has a VOC content of 80 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
- B. Insulation Pins and Washers:
1. Cupped-Head, Capacitor-Discharge-Weld Pins: Copper- or zinc-coated steel pin, fully annealed for capacitor-discharge welding, 0.106-inch diameter shank, length to suit depth of insulation indicated with integral 1-1/2-inch galvanized carbon-steel washer.
  2. Insulation-Retaining Washers: Self-locking washers formed from 0.016-inch thick galvanized steel; with beveled edge sized as required to hold insulation securely in place but not less than 1-1/2 inches in diameter.
- C. Shop Application of Duct Liner: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-19, "Flexible Duct Liner Installation."
1. Adhere a single layer of indicated thickness of duct liner with at least 90 percent adhesive coverage at liner contact surface area. Attaining indicated thickness with multiple layers of duct liner is prohibited.
  2. Apply adhesive to transverse edges of liner facing upstream that do not receive metal nosing.
  3. Butt transverse joints without gaps, and coat joint with adhesive.
  4. Fold and compress liner in corners of rectangular ducts or cut and fit to ensure butted-edge overlapping.
  5. Do not apply liner in rectangular ducts with longitudinal joints, except at corners of ducts, unless duct size and dimensions of standard liner make longitudinal joints necessary.
  6. Secure liner with mechanical fasteners 4 inches from corners and at intervals not exceeding 12 inches transversely; at 3 inches from transverse joints and at intervals not exceeding 18 inches longitudinally.
  7. Secure transversely oriented liner edges facing the airstream with metal nosings that have either channel or "Z" profiles or are integrally formed from duct wall. Fabricate edge facings at the following locations:
    - a. Fan discharges.
    - b. Intervals of lined duct preceding unlined duct.



8. Secure insulation between perforated sheet metal inner duct of same thickness as specified for outer shell. Use mechanical fasteners that maintain inner duct at uniform distance from outer shell without compressing insulation.
  - a. Sheet Metal Inner Duct Perforations: 3/32-inch diameter, with an overall open area of 23 percent.
9. Terminate inner ducts with buildouts attached to fire-damper sleeves, dampers, turning vane assemblies, or other devices. Fabricated buildouts (metal hat sections) or other buildout means are optional; when used, secure buildouts to duct walls with bolts, screws, rivets, or welds.

## 2.5 SEALANT AND GASKETS

- A. General Sealant and Gasket Requirements: Surface-burning characteristics for sealants and gaskets shall be a maximum flame-spread index of 25 and a maximum smoke-developed index of 50 when tested according to UL 723; certified by an NRTL.
- B. Two-Part Tape Sealing System:
  1. Tape: Woven cotton fiber impregnated with mineral gypsum and modified acrylic/silicone activator to react exothermically with tape to form hard, durable, airtight seal.
  2. Tape Width: 3 inches.
  3. Sealant: Modified styrene acrylic.
  4. Water resistant.
  5. Mold and mildew resistant.
  6. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  7. Service: Indoor and outdoor.
  8. Service Temperature: Minus 40 to plus 200 deg F.
  9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum.
  10. For indoor applications, use sealant that has a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
- C. Water-Based Joint and Seam Sealant:
  1. Application Method: Brush on.
  2. Solids Content: Minimum 65 percent.
  3. Shore A Hardness: Minimum 20.
  4. Water resistant.
  5. Mold and mildew resistant.
  6. VOC: Maximum 75 g/L (less water).
  7. Maximum Static-Pressure Class: 10-inch wg, positive and negative.
  8. Service: Indoor or outdoor.
  9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum sheets.
- D. Flanged Joint Sealant: Comply with ASTM C 920.

1. General: Single-component, acid-curing, silicone, elastomeric.
  2. Type: S.
  3. Grade: NS.
  4. Class: 25.
  5. Use: O.
  6. For indoor applications, use sealant that has a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
- E. Flange Gaskets: Butyl rubber, neoprene, or EPDM polymer with polyisobutylene plasticizer.
- F. Round Duct Joint O-Ring Seals:
1. Seal shall provide maximum leakage class of 3 cfm/100 sq. ft. at 1-inch wg and shall be rated for 10-inch wg static-pressure class, positive or negative.
  2. EPDM O-ring to seal in concave bead in coupling or fitting spigot.
  3. Double-lipped, EPDM O-ring seal, mechanically fastened to factory-fabricated couplings and fitting spigots.

## 2.6 HANGERS AND SUPPORTS

- A. Hanger Rods for Noncorrosive Environments: Cadmium-plated steel rods and nuts.
- B. Hanger Rods for Corrosive Environments: Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.
- C. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 4-1, "Rectangular Duct Hangers Minimum Size," and Table 4-2, "Minimum Hanger Sizes for Round Duct."
- D. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A 603.
- E. Steel Cable End Connections: Cadmium-plated steel assemblies with brackets, swivel, and bolts designed for duct hanger service; with an automatic-locking and clamping device.
- F. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- G. Trapeze and Riser Supports:
1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.
  2. Supports for Stainless-Steel Ducts: Stainless-steel shapes and plates.
  3. Supports for Aluminum Ducts: Aluminum or galvanized steel coated with zinc chromate.

## PART 3 - EXECUTION

### 3.1 DUCT INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of duct system. Indicated duct locations, configurations, and arrangements were used to size ducts and calculate friction loss for air-handling equipment sizing and for other design considerations. Install duct systems as indicated unless deviations to layout are approved on Shop Drawings and Coordination Drawings.
- B. Install ducts according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" unless otherwise indicated.
- C. Install round ducts in maximum practical lengths.
- D. Install ducts with fewest possible joints.
- E. Install factory- or shop-fabricated fittings for changes in direction, size, and shape and for branch connections.
- F. Unless otherwise indicated, install ducts vertically and horizontally, and parallel and perpendicular to building lines.
- G. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- H. Install ducts with a clearance of 1 inch, plus allowance for insulation thickness.
- I. Route ducts to avoid passing through transformer vaults and electrical equipment rooms and enclosures.
- J. Where ducts pass through non-fire-rated interior partitions and exterior walls and are exposed to view, cover the opening between the partition and duct or duct insulation with sheet metal flanges of same metal thickness as the duct. Overlap openings on four sides by at least 1-1/2 inches.
- K. Where ducts pass through fire-rated interior partitions and exterior walls, install fire dampers. Comply with requirements in Division 23 Section "Air Duct Accessories" for fire and smoke dampers.
- L. Protect duct interiors from moisture, construction debris and dust, and other foreign materials. Comply with SMACNA's "Duct Cleanliness for New Construction Guidelines."

### 3.2 INSTALLATION OF EXPOSED DUCTWORK

- A. Protect ducts exposed in finished spaces from being dented, scratched, or damaged.
- B. Trim duct sealants flush with metal. Create a smooth and uniform exposed bead. Do not use two-part tape sealing system.

- C. Grind welds to provide smooth surface free of burrs, sharp edges, and weld splatter. When welding stainless steel with a No. 3 or 4 finish, grind the welds flush, polish the exposed welds, and treat the welds to remove discoloration caused by welding.
- D. Maintain consistency, symmetry, and uniformity in the arrangement and fabrication of fittings, hangers and supports, duct accessories, and air outlets.
- E. Repair or replace damaged sections and finished work that does not comply with these requirements.

### 3.3 DUCT SEALING

- A. Seal ducts for duct static-pressure, seal classes, and leakage classes specified in "Duct Schedule" Article according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- B. Seal ducts to the following seal classes according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible":
  - 1. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
  - 2. Outdoor, Supply-Air Ducts: Seal Class A.
  - 3. Outdoor, Exhaust Ducts: Seal Class C.
  - 4. Outdoor, Return-Air Ducts: Seal Class C.
  - 5. Unconditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class B.
  - 6. Unconditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class A.
  - 7. Unconditioned Space, Exhaust Ducts: Seal Class C.
  - 8. Unconditioned Space, Return-Air Ducts: Seal Class B.
  - 9. Conditioned Space, Supply-Air Ducts in Pressure Classes 2-Inch wg and Lower: Seal Class C.
  - 10. Conditioned Space, Supply-Air Ducts in Pressure Classes Higher Than 2-Inch wg: Seal Class B.
  - 11. Conditioned Space, Exhaust Ducts: Seal Class B.
  - 12. Conditioned Space, Return-Air Ducts: Seal Class C.

### 3.4 HANGER AND SUPPORT INSTALLATION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 4, "Hangers and Supports."
- B. Building Attachments: Concrete inserts, powder-actuated fasteners, or structural-steel fasteners appropriate for construction materials to which hangers are being attached.
  - 1. Where practical, install concrete inserts before placing concrete.
  - 2. Install powder-actuated concrete fasteners after concrete is placed and completely cured.
  - 3. Use powder-actuated concrete fasteners for standard-weight aggregate concretes or for slabs more than 4 inches thick.

4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes or for slabs less than 4 inches thick.
  5. Do not use powder-actuated concrete fasteners for seismic restraints.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 4-1, "Rectangular Duct Hangers Minimum Size," and Table 4-2, "Minimum Hanger Sizes for Round Duct," for maximum hanger spacing; install hangers and supports within 24 inches of each elbow and within 48 inches of each branch intersection.
  - D. Hangers Exposed to View: Threaded rod and angle or channel supports.
  - E. Support vertical ducts with steel angles or channel secured to the sides of the duct with welds, bolts, sheet metal screws, or blind rivets; support at each floor and at a maximum intervals of 16 feet.
  - F. Install upper attachments to structures. Select and size upper attachments with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

### 3.5 CONNECTIONS

- A. Make connections to equipment with flexible connectors complying with Division 23 Section "Air Duct Accessories."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for branch, outlet and inlet, and terminal unit connections.

### 3.6 PAINTING

- A. Paint interior of metal ducts that are visible through registers and grilles and that do not have duct liner. Apply one coat of flat, black, latex paint over a compatible galvanized-steel primer. Paint materials and application requirements are specified in Division 09 painting Sections.

### 3.7 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Leakage Tests:
  1. Comply with SMACNA's "HVAC Air Duct Leakage Test Manual." Submit a test report for each test.
  2. Test the following systems:
    - a. Ducts with a Pressure Class Higher Than 3-Inch wg (750 Pa): Test representative duct sections[, selected by Architect from sections installed,] totaling no less than 25 percent of total installed duct area for each designated pressure class.
  3. Disassemble, reassemble, and seal segments of systems to accommodate leakage testing and for compliance with test requirements.
  4. Test for leaks before applying external insulation.

5. Conduct tests at static pressures equal to maximum design pressure of system or section being tested. If static-pressure classes are not indicated, test system at maximum system design pressure. Do not pressurize systems above maximum design operating pressure.
6. Give seven days' advance notice for testing.

C. Duct System Cleanliness Tests:

1. Visually inspect duct system to ensure that no visible contaminants are present.
2. Test sections of metal duct system, chosen randomly by Owner, for cleanliness according to "Vacuum Test" in NADCA ACR, "Assessment, Cleaning and Restoration of HVAC Systems."
  - a. Acceptable Cleanliness Level: Net weight of debris collected on the filter media shall not exceed 0.75 mg/100 sq. cm.

D. Duct system will be considered defective if it does not pass tests and inspections.

E. Prepare test and inspection reports.

### 3.8 DUCT CLEANING

A. Clean new duct system(s) before testing, adjusting, and balancing.

B. Use service openings for entry and inspection.

1. Create new openings and install access panels appropriate for duct static-pressure class if required for cleaning access. Provide insulated panels for insulated or lined duct. Patch insulation and liner as recommended by duct liner manufacturer. Comply with Division 23 Section "Air Duct Accessories" for access panels and doors.
2. Disconnect and reconnect flexible ducts as needed for cleaning and inspection.
3. Remove and reinstall ceiling to gain access during the cleaning process.

C. Particulate Collection and Odor Control:

1. When venting vacuuming system inside the building, use HEPA filtration with 99.97 percent collection efficiency for 0.3-micron-size (or larger) particles.
2. When venting vacuuming system to outdoors, use filter to collect debris removed from HVAC system, and locate exhaust downwind and away from air intakes and other points of entry into building.

D. Clean the following components by removing surface contaminants and deposits:

1. Air outlets and inlets (registers, grilles, and diffusers).
2. Supply, return, and exhaust fans including fan housings, plenums (except ceiling supply and return plenums), scrolls, blades or vanes, shafts, baffles, dampers, and drive assemblies.
3. Air-handling unit internal surfaces and components including mixing box, coil section, air wash systems, spray eliminators, condensate drain pans, humidifiers and dehumidifiers, filters and filter sections, and condensate collectors and drains.
4. Coils and related components.

5. Return-air ducts, dampers, actuators, and turning vanes except in ceiling plenums and mechanical equipment rooms.
6. Supply-air ducts, dampers, actuators, and turning vanes.
7. Dedicated exhaust and ventilation components and makeup air systems.

E. Mechanical Cleaning Methodology:

1. Clean metal duct systems using mechanical cleaning methods that extract contaminants from within duct systems and remove contaminants from building.
2. Use vacuum-collection devices that are operated continuously during cleaning. Connect vacuum device to downstream end of duct sections so areas being cleaned are under negative pressure.
3. Use mechanical agitation to dislodge debris adhered to interior duct surfaces without damaging integrity of metal ducts, duct liner, or duct accessories.
4. Clean fibrous-glass duct liner with HEPA vacuuming equipment; do not permit duct liner to get wet. Replace fibrous-glass duct liner that is damaged, deteriorated, or delaminated or that has friable material, mold, or fungus growth.
5. Clean coils and coil drain pans according to NADCA 1992. Keep drain pan operational. Rinse coils with clean water to remove latent residues and cleaning materials; comb and straighten fins.
6. Provide drainage and cleanup for wash-down procedures.
7. Antimicrobial Agents and Coatings: Apply EPA-registered antimicrobial agents if fungus is present. Apply antimicrobial agents according to manufacturer's written instructions after removal of surface deposits and debris.

### 3.9 START UP

- A. Air Balance: Comply with requirements in Division 23 Section "Testing, Adjusting, and Balancing for HVAC."

### 3.10 DUCT SCHEDULE

- A. Fabricate ducts with galvanized sheet steel except as otherwise indicated and as follows:

1. Underground Ducts: Concrete-encased, galvanized sheet steel.

- B. Supply Ducts:

1. Ducts Connected to Fan Coil Units and Terminal Units:
  - a. Pressure Class: Positive 1-inch wg.
  - b. Minimum SMACNA Seal Class: C.
  - c. SMACNA Leakage Class for Rectangular: 12.
  - d. SMACNA Leakage Class for Round and Flat Oval: 12.
2. Ducts Connected to Constant-Volume Air-Handling Units:
  - a. Pressure Class: Positive 2-inch wg.
  - b. Minimum SMACNA Seal Class: B.

- c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6.
  - 3. Ducts Connected to Variable-Air-Volume Air-Handling Units:
    - a. Pressure Class: Positive 2-inch wg.
    - b. Minimum SMACNA Seal Class: B.
    - c. SMACNA Leakage Class for Rectangular: 3.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
  - 4. Ducts Connected to Equipment Not Listed Above:
    - a. Pressure Class: Positive 2-inch wg.
    - b. Minimum SMACNA Seal Class: B.
    - c. SMACNA Leakage Class for Rectangular: 3.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
- C. Return Ducts:
- 1. Ducts Connected to Fan Coil Units and Terminal Units:
    - a. Pressure Class: Positive or negative 1-inch wg.
    - b. Minimum SMACNA Seal Class: C.
    - c. SMACNA Leakage Class for Rectangular: 12.
    - d. SMACNA Leakage Class for Round and Flat Oval: 12.
  - 2. Ducts Connected to Air-Handling Units:
    - a. Pressure Class: Positive or negative 2-inch wg.
    - b. Minimum SMACNA Seal Class: B.
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6.
  - 3. Ducts Connected to Equipment Not Listed Above:
    - a. Pressure Class: Positive or negative 2-inch wg.
    - b. Minimum SMACNA Seal Class: B.
    - c. SMACNA Leakage Class for Rectangular: 3.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
- D. Exhaust Ducts:
- 1. Ducts Connected to Fans Exhausting (ASHRAE 62.1, Class 1 and 2) Air:
    - a. Pressure Class: Negative 1-inch wg.
    - b. Minimum SMACNA Seal Class: B if negative pressure, and A if positive pressure.
    - c. SMACNA Leakage Class for Rectangular: 12.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6.
  - 2. Ducts Connected to Air-Handling Units:
    - a. Pressure Class: Positive or negative 2-inch wg.



- b. Minimum SMACNA Seal Class: B if negative pressure, and A if positive pressure.
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
  - 3. Ducts Connected to Equipment Not Listed Above:
    - a. Pressure Class: Positive or negative 2-inch wg.
    - b. Minimum SMACNA Seal Class: B if negative pressure, and A if positive pressure.
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
- E. Outdoor-Air (Not Filtered, Heated, or Cooled) Ducts:
  - 1. Ducts Connected to Fan Coil Units and Terminal Units:
    - a. Pressure Class: Positive or negative 1-inch wg.
    - b. Minimum SMACNA Seal Class: A.
    - c. SMACNA Leakage Class for Rectangular: 12.
    - d. SMACNA Leakage Class for Round and Flat Oval: 6.
  - 2. Ducts Connected to Air-Handling Units:
    - a. Pressure Class: Positive or negative 2-inch wg.
    - b. Minimum SMACNA Seal Class: A.
    - c. SMACNA Leakage Class for Rectangular: 6.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
  - 3. Ducts Connected to Equipment Not Listed Above:
    - a. Pressure Class: Positive or negative 2-inch wg.
    - b. Minimum SMACNA Seal Class: A.
    - c. SMACNA Leakage Class for Rectangular: 3.
    - d. SMACNA Leakage Class for Round and Flat Oval: 3.
- F. Intermediate Reinforcement:
  - 1. Galvanized-Steel Ducts: Galvanized steel.
- G. Liner Schedule:
  - 1. Supply Air Ducts: Fibrous glass, Type I, 1 inch thick.
  - 2. Return Air Ducts: Fibrous glass, Type I, 1 inch thick.
  - 3. Supply Fan Plenums: Fibrous glass, Type II, 1 inch thick.
  - 4. Transfer Ducts: Fibrous glass, Type I, 1 inch thick.
  - 5. Provide acoustical lining 15 ft. upstream and downstream of all air handling equipment on supply and return ductwork, whether indicated on the drawings or not. Air handling equipment includes, but is not limited to, air handling units, roof top units. If a branch takeoff occurs in the 15 ft., line entire takeoff. Provide acoustical lining for all outside air plenums, return air plenums and transfer ducts.
- H. Elbow Configuration:

1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-2, "Rectangular Elbows."
  - a. Velocity 1000 fpm or Lower:
    - 1) Radius Type RE 1 with minimum 0.5 radius-to-diameter ratio.
    - 2) Mitered Type RE 4 without vanes.
  - b. Velocity 1000 to 1500 fpm:
    - 1) Radius Type RE 1 with minimum 1.0 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 0.5 radius-to-diameter ratio and two vanes.
    - 3) Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-3, "Vanes and Vane Runners," and Figure 2-4, "Vane Support in Elbows."
  - c. Velocity 1500 fpm or Higher:
    - 1) Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
    - 2) Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
    - 3) Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-3, "Vanes and Vane Runners," and Figure 2-4, "Vane Support in Elbows."
  
2. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-2, "Rectangular Elbows."
  - a. Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
  - b. Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
  - c. Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-3, "Vanes and Vane Runners," and Figure 2-4, "Vane Support in Elbows."
  
3. Round Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-3, "Round Duct Elbows."
  - a. Minimum Radius-to-Diameter Ratio and Elbow Segments: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 3-1, "Mitered Elbows." Elbows with less than 90-degree change of direction have proportionately fewer segments.
    - 1) Velocity 1000 fpm or Lower: 0.5 radius-to-diameter ratio and three segments for 90-degree elbow.
    - 2) Velocity 1000 to 1500 fpm: 1.0 radius-to-diameter ratio and four segments for 90-degree elbow.
    - 3) Velocity 1500 fpm or Higher: 1.5 radius-to-diameter ratio and five segments for 90-degree elbow.
    - 4) Radius-to Diameter Ratio: 1.5.

- b. Round Elbows, 12 Inches and Smaller in Diameter: Stamped or pleated.
- c. Round Elbows, 14 Inches and Larger in Diameter: Standing seam.

I. Branch Configuration:

- 1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-6, "Branch Connections."
  - a. Rectangular Main to Rectangular Branch: 45-degree entry.
  - b. Rectangular Main to Round Branch: Spin in.
- 2. Round and Flat Oval: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-4, "90 Degree Tees and Laterals," and Figure 3-5, "Conical Tees." Saddle taps are permitted in existing duct.
  - a. Velocity 1000 fpm or Lower: 90-degree tap.
  - b. Velocity 1000 to 1500 fpm: Conical tap.
  - c. Velocity 1500 fpm or Higher: 45-degree lateral.

END OF SECTION 233113

## SECTION 233300 - AIR DUCT ACCESSORIES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section Includes:

1. Backdraft and pressure relief dampers.
2. Manual volume dampers.
3. Flange connectors.
4. Turning vanes.
5. Duct-mounted access doors.
6. Flexible connectors.
7. Flexible ducts.
8. Duct accessory hardware.

- B. Related Sections:

1. Division 23 Section "HVAC Gravity Ventilators" for roof-mounted ventilator caps.

#### 1.3 SUBMITTALS

- A. Shop Drawings: For duct accessories. Include plans, elevations, sections, details and attachments to other work.

1. Detail duct accessories fabrication and installation in ducts and other construction. Include dimensions, weights, loads, and required clearances; and method of field assembly into duct systems and other construction. Include the following:
  - a. Special fittings.
  - b. Manual volume damper installations.
  - c. Control damper installations.
  - d. Wiring Diagrams: For power, signal, and control wiring.

- B. Coordination Drawings: Reflected ceiling plans, drawn to scale, on which ceiling-mounted access panels and access doors required for access to duct accessories are shown and coordinated with each other, using input from Installers of the items involved.

- C. Source quality-control reports.

- D. Operation and Maintenance Data: For air duct accessories to include in operation and maintenance manuals.

#### 1.4 QUALITY ASSURANCE

- A. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilating Systems," and with NFPA 90B, "Installation of Warm Air Heating and Air Conditioning Systems."
- B. Comply with AMCA 500-D testing for damper rating.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- B. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
  - 1. Galvanized Coating Designation: G60.
  - 2. Exposed-Surface Finish: Mill phosphatized.
- C. Aluminum Sheets: Comply with ASTM B 209, Alloy 3003, Temper H14; with mill finish for concealed ducts and standard, 1-side bright finish for exposed ducts.
- D. Extruded Aluminum: Comply with ASTM B 221, Alloy 6063, Temper T6.
- E. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for aluminum and stainless-steel ducts.
- F. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

#### 2.2 BACKDRAFT AND PRESSURE RELIEF DAMPERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Greenheck Fan Corporation.
  - 2. Potorff.
  - 3. Ruskin Company.
- B. Description: Gravity balanced.
- C. Maximum Air Velocity: 2000 fpm.

- D. Maximum System Pressure: 1-inch wg.
- E. Frame: 0.052-inch thick, galvanized sheet steel, with welded corners and mounting flange.
- F. Blades: Multiple single-piece blades, center-pivoted, maximum 6-inch width, 0.025-inch-thick, roll-formed aluminum with sealed edges.
- G. Blade Action: Parallel.
- H. Blade Seals: Neoprene, mechanically locked.
- I. Blade Axles:
  - 1. Material: Nonferrous metal.
  - 2. Diameter: 0.20 inch.
- J. Tie Bars and Brackets: Galvanized steel.
- K. Return Spring: Adjustable tension.
- L. Bearings: Steel ball or synthetic pivot bushings.
- M. Accessories:
  - 1. Adjustment device to permit setting for varying differential static pressure.
  - 2. Counterweights and spring-assist kits for vertical airflow installations.
  - 3. Electric actuators.
  - 4. Chain pulls.
  - 5. Screen Mounting: Front mounted in sleeve.
    - a. Sleeve Thickness: 20-gage minimum.
    - b. Sleeve Length: 6 inches minimum.
  - 6. Screen Material: Galvanized steel.
  - 7. Screen Type: Insect.
  - 8. 90-degree stops.

## 2.3 MANUAL VOLUME DAMPERS

- A. Low-Leakage, Steel, Manual Volume Dampers:
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. McGill AirFlow LLC.
    - b. Pottorff; a division of PCI Industries, Inc.
    - c. Ruskin Company.
  - 2. Low-leakage rating, with linkage outside airstream, and bearing AMCA's Certified Ratings Seal for both air performance and air leakage.
  - 3. Suitable for horizontal or vertical applications.
  - 4. Frames:

- a. Hat shaped.
  - b. Galvanized-steel channels, 0.064 inch thick.
  - c. Mitered and welded corners.
  - d. Flanges for attaching to walls and flangeless frames for installing in ducts.
5. Blades:
- a. Multiple or single blade.
  - b. Parallel- or opposed-blade design.
  - c. Stiffen damper blades for stability.
  - d. Galvanized, roll-formed steel, 0.064 inch thick.
6. Blade Axles: Nonferrous metal.
7. Bearings:
- a. Oil-impregnated bronze.
  - b. Dampers in ducts with pressure classes of 3-inch wg or less shall have axles full length of damper blades and bearings at both ends of operating shaft.
8. Blade Seals: Neoprene.
9. Jamb Seals: Cambered stainless steel.
10. Tie Bars and Brackets: Galvanized steel.
11. Accessories:
- a. Include locking device to hold single-blade dampers in a fixed position without vibration.

## 2.4 FLANGE CONNECTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
- 1. Ductmate Industries, Inc.
  - 2. Nexus PDQ; Division of Shilco Holdings Inc.
  - 3. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Description: Add-on or roll-formed, factory-fabricated, slide-on transverse flange connectors, gaskets, and components.
- C. Material: Galvanized steel.
- D. Gage and Shape: Match connecting ductwork.

## 2.5 TURNING VANES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
- 1. Ductmate Industries, Inc.
  - 2. Duro Dyne Inc.

3. SEMCO Incorporated.
- B. Manufactured Turning Vanes for Metal Ducts: Curved blades of galvanized sheet steel; support with bars perpendicular to blades set; set into vane runners suitable for duct mounting.
    1. Acoustic Turning Vanes: Fabricate airfoil-shaped aluminum extrusions with perforated faces and fibrous-glass fill.
  - C. Manufactured Turning Vanes for Nonmetal Ducts: Fabricate curved blades of resin-bonded fiberglass with acrylic polymer coating; support with bars perpendicular to blades set; set into vane runners suitable for duct mounting.
  - D. General Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 2-3, "Vanes and Vane Runners," and 2-4, "Vane Support in Elbows."
  - E. Vane Construction: Double wall.
  - F. Vane Construction: Single wall for ducts up to 48 inches wide and double wall for larger dimensions.

## 2.6 DUCT-MOUNTED ACCESS DOORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Ductmate Industries, Inc.
  2. Greenheck Fan Corporation.
  3. McGill AirFlow LLC.
- B. Duct-Mounted Access Doors: Fabricate access panels according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 2-10, "Duct Access Doors and Panels," and 2-11, "Access Panels - Round Duct."
  1. Door:
    - a. Double wall, rectangular.
    - b. Galvanized sheet metal with insulation fill and thickness as indicated for duct pressure class.
    - c. Vision panel.
    - d. Hinges and Latches: 1-by-1-inch butt or piano hinge and cam latches.
    - e. Fabricate doors airtight and suitable for duct pressure class.
  2. Frame: Galvanized sheet steel, with bend-over tabs and foam gaskets.
  3. Number of Hinges and Locks:
    - a. Access Doors Less Than 12 Inches Square: No hinges and two sash locks.
    - b. Access Doors up to 18 Inches Square: Two hinges and two sash locks.
    - c. Access Doors up to 24 by 48 Inches: Three hinges and two compression latches with outside and inside handles.



- d. Access Doors Larger Than 24 by 48 Inches: Four hinges and two compression latches with outside and inside handles.

## 2.7 DUCT ACCESS PANEL ASSEMBLIES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Ductmate Industries, Inc.
  - 2. Flame Gard, Inc.
  - 3. 3M.
- B. Labeled according to UL 1978 by an NRTL.
- C. Panel and Frame: Minimum thickness 0.0428-inch stainless steel.
- D. Fasteners: Stainless steel. Panel fasteners shall not penetrate duct wall.
- E. Gasket: Comply with NFPA 96; grease-tight, high-temperature ceramic fiber, rated for minimum 2000 deg F.
- F. Minimum Pressure Rating: 10-inch wg, positive or negative.

## 2.8 FLEXIBLE CONNECTORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Ductmate Industries, Inc.
  - 2. Duro Dyne Inc.
  - 3. Ventfabrics, Inc.
  - 4. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Materials: Flame-retardant or noncombustible fabrics.
- C. Coatings and Adhesives: Comply with UL 181, Class 1.
- D. Metal-Edged Connectors: Factory fabricated with a fabric strip 3-1/2 inches wide attached to 2 strips of 2-3/4-inch wide, 0.028-inch thick, galvanized sheet steel or 0.032-inch thick aluminum sheets. Provide metal compatible with connected ducts.
- E. Indoor System, Flexible Connector Fabric: Glass fabric double coated with neoprene.
  - 1. Minimum Weight: 26 oz./sq. yd..
  - 2. Tensile Strength: 480 lbf/inch in the warp and 360 lbf/inch in the filling.
  - 3. Service Temperature: Minus 40 to plus 200 deg F.
- F. Outdoor System, Flexible Connector Fabric: Glass fabric double coated with weatherproof, synthetic rubber resistant to UV rays and ozone.

1. Minimum Weight: 24 oz./sq. yd..
  2. Tensile Strength: 530 lbf/inch in the warp and 440 lbf/inch in the filling.
  3. Service Temperature: Minus 50 to plus 250 deg F.
- G. Thrust Limits: Combination coil spring and elastomeric insert with spring and insert in compression, and with a load stop. Include rod and angle-iron brackets for attaching to fan discharge and duct.
1. Frame: Steel, fabricated for connection to threaded rods and to allow for a maximum of 30 degrees of angular rod misalignment without binding or reducing isolation efficiency.
  2. Outdoor Spring Diameter: Not less than 80 percent of the compressed height of the spring at rated load.
  3. Minimum Additional Travel: 50 percent of the required deflection at rated load.
  4. Lateral Stiffness: More than 80 percent of rated vertical stiffness.
  5. Overload Capacity: Support 200 percent of rated load, fully compressed, without deformation or failure.
  6. Elastomeric Element: Molded, oil-resistant rubber or neoprene.
  7. Coil Spring: Factory set and field adjustable for a maximum of 1/4-inch movement at start and stop.

## 2.9 FLEXIBLE DUCTS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
1. Flexmaster U.S.A., Inc.
  2. McGill AirFlow LLC.
  3. Ward Industries, Inc.; a division of Hart & Cooley, Inc.
- B. Insulated, Flexible Duct: UL 181, Class 1, 2-ply vinyl film supported by helically wound, spring-steel wire; fibrous-glass insulation; polyethylene vapor-barrier film.
1. Pressure Rating: 10-inch wg positive.
  2. Maximum Air Velocity: 4000 fpm.
  3. Temperature Range: Minus 10 to plus 160 deg F.
  4. Insulation R-value: Comply with ASHRAE/IESNA 90.1-2004.
- C. Flexible Duct Connectors:
1. Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action in sizes 3 through 18 inches, to suit duct size.

## 2.10 DUCT ACCESSORY HARDWARE

- A. Instrument Test Holes: Cast iron or cast aluminum to suit duct material, including screw cap and gasket. Size to allow insertion of pitot tube and other testing instruments and of length to suit duct-insulation thickness.

- B. Adhesives: High strength, quick setting, neoprene based, waterproof, and resistant to gasoline and grease.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install duct accessories according to applicable details in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for metal ducts and in NAIMA AH116, "Fibrous Glass Duct Construction Standards," for fibrous-glass ducts.
- B. Install duct accessories of materials suited to duct materials; use galvanized-steel accessories in galvanized-steel and fibrous-glass ducts, stainless-steel accessories in stainless-steel ducts, and aluminum accessories in aluminum ducts.
- C. Install backdraft dampers at inlet of exhaust fans or exhaust ducts as close as possible to exhaust fan unless otherwise indicated.
- D. Install volume dampers at points on supply, return, and exhaust systems where branches extend from larger ducts. Where dampers are installed in ducts having duct liner, install dampers with hat channels of same depth as liner, and terminate liner with nosing at hat channel.
  - 1. Install steel volume dampers in steel ducts.
  - 2. Install aluminum volume dampers in aluminum ducts.
- E. Set dampers to fully open position before testing, adjusting, and balancing.
- F. Install test holes at fan inlets and outlets and elsewhere as indicated.
- G. Install duct access doors on sides of ducts to allow for inspecting, adjusting, and maintaining accessories and equipment at the following locations:
  - 1. On both sides of duct coils.
  - 2. Upstream and downstream from duct filters.
  - 3. At outdoor-air intakes and mixed-air plenums.
  - 4. At drain pans and seals.
  - 5. Downstream from manual volume dampers, control dampers, backdraft dampers, and equipment.
  - 6. At each change in direction and at maximum 50-foot spacing.
  - 7. Upstream and downstream from turning vanes.
  - 8. Upstream or downstream from duct silencers.
  - 9. Control devices requiring inspection.
  - 10. Elsewhere as indicated.
- H. Install access doors with swing against duct static pressure.
- I. Access Door Sizes:
  - 1. One-Hand or Inspection Access: 8 by 5 inches.
  - 2. Two-Hand Access: 12 by 6 inches.

3. Head and Hand Access: 18 by 10 inches.
  4. Head and Shoulders Access: 21 by 14 inches.
  5. Body Access: 25 by 14 inches.
  6. Body plus Ladder Access: 25 by 17 inches.
- J. Label access doors according to Division 23 Section "Identification for HVAC Piping and Equipment" to indicate the purpose of access door.
- K. Install flexible connectors to connect ducts to equipment.
- L. For fans developing static pressures of 5-inch wg and more, cover flexible connectors with loaded vinyl sheet held in place with metal straps.
- M. Connect supply diffusers to ducts with maximum 60-inch lengths of flexible duct clamped or strapped in place.
- N. Connect flexible ducts to metal ducts with adhesive plus sheet metal screws.
- O. Install duct test holes where required for testing and balancing purposes.
- P. Installation of fabric ducts:
1. Examine area and conditions under which the fabric duct systems are to be installed. Do not continue any installation until unsatisfactory conditions have been corrected.
  2. Install chosen suspension system in accordance with the requirements of the manufacturer. Installation instructions shall be provided by the manufacturer with product.
  3. Coordinate layout with suspended ceiling, lighting layouts, and all other trades that may interfere with the installation of fabric duct systems.
- Q. Cleaning of fabric ducts:
1. Clean air handling unit and other ductwork prior to the fabric duct system as it is installed. Ensure that all construction debris, including dust, is removed from the air handling unit and other ductwork before connecting the fabric duct system.
  2. If the fabric duct system becomes soiled during the installation, it should be removed and cleaned following the manufacturers cleaning instructions.

### 3.2 FIELD QUALITY CONTROL

- A. Tests and Inspections:
1. Operate dampers to verify full range of movement.
  2. Inspect locations of access doors and verify that purpose of access door can be performed.
  3. Inspect turning vanes for proper and secure installation.
  4. Operate remote damper operators to verify full range of movement of operator and damper.

END OF SECTION 233300

## SECTION 233723 - HVAC GRAVITY VENTILATORS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. Section Includes:

- 1. Roof hoods.

#### 1.3 PERFORMANCE REQUIREMENTS

- A. Delegated Design: Design ventilators, including comprehensive engineering analysis by a qualified professional engineer, using structural performance requirements and design criteria indicated.
- B. Structural Performance: Ventilators shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated without permanent deformation of ventilator components, noise or metal fatigue caused by ventilator blade rattle or flutter, or permanent damage to fasteners and anchors. Wind pressures shall be considered to act normal to the face of the building.
  - 1. Wind Loads: Determine loads based on a uniform pressure of 20 lbf/sq. ft., acting inward or outward.
- C. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes, without buckling, opening of joints, overstressing of components, failure of connections, or other detrimental effects.
  - 1. Temperature Change (Range): 120 deg F, ambient, material surfaces.
- D. Water Entrainment: Limit water penetration through unit to comply with ASHRAE 62.1.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For gravity ventilators. Include plans, elevations, sections, details, ventilator attachments to curbs, and curb attachments to roof structure.

1. Show weep paths, gaskets, flashing, sealant, and other means of preventing water intrusion.
- C. Delegated-Design Submittal: For shop-fabricated ventilators indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
1. Detail fabrication and assembly of shop-fabricated ventilators.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Roof framing plans and other details, drawn to scale, on which the following items are shown and coordinated with each other, based on input from installers of the items involved:
1. Structural members to which roof curbs and ventilators will be attached.
  2. Sizes and locations of roof openings.
- B. Welding certificates.

#### 1.6 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to the following:
1. AWS D1.2/D1.2M, "Structural Welding Code - Aluminum."
  2. AWS D1.3, "Structural Welding Code - Sheet Steel."

#### 1.7 COORDINATION

- A. Coordinate sizes and locations of roof curbs, equipment supports, and roof penetrations with actual equipment provided.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Aluminum Extrusions: ASTM B 221, Alloy 6063-T5 or T-52.
- B. Aluminum Sheet: ASTM B 209, Alloy 3003 or 5005 with temper as required for forming or as otherwise recommended by metal producer for required finish.
- C. Fasteners: Same basic metal and alloy as fastened metal or 300 Series stainless steel unless otherwise indicated. Do not use metals that are incompatible with joined materials.
1. Use types and sizes to suit unit installation conditions.
  2. Use Phillips flat-head screws for exposed fasteners unless otherwise indicated.

- D. Post-Installed Fasteners for Concrete and Masonry: Torque-controlled expansion anchors made from stainless-steel components, with capability to sustain without failure a load equal to 4 times the loads imposed for concrete, or 6 times the load imposed for masonry, as determined by testing per ASTM E 488, conducted by a qualified independent testing agency.
- E. Bituminous Paint: Cold-applied asphalt emulsion complying with ASTM D 1187.

## 2.2 FABRICATION, GENERAL

- A. Factory or shop fabricate gravity ventilators to minimize field splicing and assembly. Disassemble units to the minimum extent as necessary for shipping and handling. Clearly mark units for reassembly and coordinated installation.
- B. Fabricate frames, including integral bases, to fit in openings of sizes indicated, with allowances made for fabrication and installation tolerances, adjoining material tolerances, and perimeter sealant joints.
- C. Fabricate units with closely fitted joints and exposed connections accurately located and secured.
- D. Fabricate supports, anchorages, and accessories required for complete assembly.
- E. Perform shop welding by AWS-certified procedures and personnel.

## 2.3 ROOF HOODS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Greenheck Fan Corporation.
  - 2. Loren Cook Company.
  - 3. PennBarry.
- B. Factory or shop fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figures 6-6 and 6-7.
- C. Materials: Aluminum sheet, minimum 0.063-inch thick base and 0.050-inch thick hood; suitably reinforced.
- D. Base: Hinged base for damper access.
- E. Roof Curbs: Galvanized-steel sheet; with mitered and welded corners; 1-1/2-inch thick, rigid fiberglass insulation adhered to inside walls; and 1-1/2-inch wood nailer. Size as required to fit roof opening and ventilator base.
  - 1. Configuration: Built-in cant and mounting flange.
  - 2. Overall Height: 12 inches.
  - 3. With damper tray
- F. Bird Screening: Aluminum, 1/2-inch square mesh, 0.063-inch.



## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install gravity ventilators level, plumb, and at indicated alignment with adjacent work.
- B. Install gravity ventilators with clearances for service and maintenance.
- C. Install perimeter reveals and openings of uniform width for sealants and joint fillers, as indicated.
- D. Install concealed gaskets, flashings, joint fillers, and insulation as installation progresses. Comply with Section 079200 "Joint Sealants" for sealants applied during installation.
- E. Label gravity ventilators according to requirements specified in Section 230553 "Identification for HVAC Piping and Equipment."
- F. Protect galvanized and nonferrous-metal surfaces from corrosion or galvanic action by applying a heavy coating of bituminous paint on surfaces that will be in contact with concrete, masonry, or dissimilar metals.
- G. Repair finishes damaged by cutting, welding, soldering, and grinding. Restore finishes so no evidence remains of corrective work. Return items that cannot be refinished in the field to the factory, make required alterations, and refinish entire unit or provide new units.

### 3.2 CONNECTIONS

- A. Duct installation and connection requirements are specified in Section 233113 "Metal Ducts". Drawings indicate general arrangement of ducts and duct accessories.

### 3.3 ADJUSTING

- A. Adjust damper linkages for proper damper operation.

END OF SECTION 233723

## SECTION 238127 – VARIABLE REFRIGERANT FLOW SYSTEMS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SYSTEM DESCRIPTION

- A. Variable Refrigerant Flow (VRF) HVAC system shall be a variable capacity, direct expansion (DX) heat recovery and heat pump engineered system. System shall have single or multiple, inverter compressor(s). System shall be connected to multiple indoor units (ducted, non-ducted or combination thereof) through a common refrigerant piping and integrated system controls. Each indoor unit shall be controlled individually. Additionally, heat recovery system shall be capable of simultaneously heating and cooling individual zone(s).
  - 1. Simultaneous Cooling and Heating VRF System: Heat recovery system shall be an air cooled system consisting of one outdoor unit or combination of multiple outdoor units, connected to Heat Recovery (HRU) units and indoor units. Multi-port heat recovery units shall allow simultaneous heating and cooling of individual connected zones.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated. Include rated capacities, operating characteristics, and furnished specialties and accessories. Include performance data in terms of capacities, outlet velocities, static pressures, sound power characteristics, motor requirements, sequence of operations and electrical characteristics.
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
  - 1. Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 2. Wiring Diagrams: For power, signal, and control wiring.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.
- B. Warranty: Sample of special warranty.

## 1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For split-system air-conditioning units to include in emergency, operation, and maintenance manuals.

## 1.6 QUALITY ASSURANCE

- A. The units shall be manufactured in a facility registered to ISO 9001 and ISO14001 which is a set of standards applying to environmental protection set by the International Organization for Standardization (ISO).
- B. All electrical power wiring shall be installed in accordance with the National Electrical Code (NEC) and all applicable state and local building codes.
- C. The units shall be listed by Electrical Testing Laboratories (ETL) and bear the ETL label and comply with UL 1995 Heat and Cooling Equipment Standard for Safety.
- D. All systems must be AHRI 1230 Certified and listed in the certified product directory.
- E. The VRF system shall be installed by a licensed mechanical contractor trained by the VRF equipment manufacturer or certified manufacturer's agent. If contractor is not licensed by VRF equipment manufacturer as an approved installer then contractor shall provide written proof of certification prior to the start of installation.

## 1.7 STORAGE AND HANDLING

- A. All VRF equipment shall be stored protected from weather, extreme temperature, etc. as suggested by the manufacturer. All VRF equipment shall be moved, lifted, etc. as suggested by the manufacturer.

## 1.8 WARRANTY

- A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of split-system air-conditioning units that fail in materials or workmanship within specified warranty period.
  - 1. Warranty Period:
    - a. For Compressor: After year Two to Five year(s) from date of Substantial Completion Parts only. First two years complete parts and labor.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. LG Multi-V VRF (Casey Younkins at Energy Transfer Solutions, Inc. – 610-444-0333)
2. Samsung DVM S.
3. Daikin Aurora.

B. Note that Engineer will review in detail submittals for this equipment and will not approve incomplete submittals that do not clearly indicate or include in detail the items indicated to be provided in the above submittal section of this specification. Engineer will not approve submittals that do not meet or exceed all performance and construction requirements indicated in the specifications and drawings for this project. Any of the three manufacturers products noted above are to be provided by authorized manufacturer's representative companies of the Contractor whom is submitting a proposal. Engineer will not approve submittals that do not come from the authorized manufacturer's representative company for the Contractor whom is submitting a proposal. If authorized manufacturer's representative company for the Contractor is different than authorized manufacturer's representative company of the Engineer then authorized manufacturer's representative company for the Contractor shall contact and coordinate with authorized manufacturer's representative company of the Engineer. If contact and coordination are not performed Engineer will not approve submittals.

## 2.2 OUTDOOR UNIT (TYPE OHRU)

A. Outdoor Unit shall be capable at the following operating ambient air conditions.

1. Heat Recovery System:
  - a. Cooling: 23 deg F dry bulb to 122 deg F dry bulb.
  - b. Heating: -4 deg F wet bulb to 61 deg F wet bulb.

B. General:

1. The air-conditioning system shall use R410A refrigerant.
2. Each system shall have one, two or three air source outdoor units.
3. Dual and triple frame configurations shall be field piped together using manufacturer's designed and supplied Y-branch kit and field provided interconnecting pipe to form a common refrigerant circuit.
4. Refrigerant circuit configuration for Heat Recovery System
  - a. Heat recovery systems, employing three pipes, shall be connected to Heat recovery (heat recovery) unit(s) and indoor unit(s). Multi-port heat recovery units shall allow simultaneous heating and cooling of individual zone(s) at various capacities as required to satisfy their zone requirements.
  - b. Each refrigerant pipe, y-branch, header kit, elbow and valve shall be individually insulated with no air gaps. All joints shall be glued and sealed.
5. Refrigerant circuit configuration for Heat Pump System
  - a. The refrigerant circuit shall be constructed using field provided copper piped together with manufacturer supplied Y- branches or Headers connected to multiple (ducted, non-ducted or combination thereof) indoor units to effectively and efficiently control heating or cooling operation of the VRF system.
  - b. All refrigerant pipe, y-branch, header kit, elbows and valves shall be individually insulated with no air gaps. All joints shall be glued and sealed.

6. Factory installed microprocessor controls in the outdoor unit, HR units, and indoor units shall perform functions to efficiently operate the VRF system and communicate in a daisy chain configuration between outdoor unit and HR units and indoor units via RS485.
7. The system shall be designed to accept connection up to 58 indoor units.
8. The system shall be capable of performing continuous operation when an individual indoor unit is being serviced or power to indoor unit is disconnected.
9. The maximum allowable system combination ratio shall be 130%. Systems designed with combination ratio above 130% are not acceptable.
10. The total nominal capacity of all indoor units shall be no less than 50% and no more than 130% of outdoor unit's nominal capacity to ensure the VRF system will have sufficient capacity to meet the building's cooling and heating load at design day weather conditions.
11. The outdoor unit shall have a fusible plug.
12. The fusible plug shall have a threaded connector.
13. The unit shall be shipped from the factory fully assembled including internal refrigerant piping, compressor, contacts, relay(s), power and communications wiring necessary.
14. Each outdoor unit refrigeration circuit shall have the following components:
  - a. Refrigerant strainer(s).
  - b. Check valve(s).
  - c. Oil separator.
  - d. Accumulator.
  - e. 4-way reversing valve.
  - f. Vapor injection valve.
  - g. Variable path valve.
  - h. Oil balancing valve for Hi-POR (Available for 12 & 14 ton only).
  - i. Oil Level sensor.
  - j. Electronic expansion valve(s).
  - k. Sub-cooler.
  - l. High and low side Schrader valve service ports with caps.
  - m. Service valves.

C. Refrigerant Pipe System Design Parameters:

1. The outdoor unit shall be capable of operating at an elevation difference of up to 360 feet above or below the lowest or highest indoor unit respectively.
2. The outdoor unit shall be capable of operating with up to 3280 equivalent length feet of interconnecting liquid line refrigerant pipe in the network.
3. The outdoor unit shall be capable of operating with up to 656 actual feet or 738 equivalent length feet of liquid line refrigerant pipe spanning between outdoor unit and farthest indoor unit.
4. The piping system shall be designed with pipe expansion and contraction possibilities in mind. Required expansion devices shall be field designed, supplied and installed based on proper evaluation of the proposed piping design. In addition to these requirements, the piping system installation must conform to the VRF equipment manufacturer's published guidelines.

D. Defrost Operations:

1. The outdoor unit(s) shall be capable of auto defrost operation to melt accumulated frost off the outdoor unit heat exchanger. The defrost cycle control shall be based on outdoor ambient temperatures and outdoor unit heat exchanger temperatures.

2. Split Coil Defrost
3. All single frame units shall have split coil defrost system
4. Split Frame Defrost
5. Multiple frame outdoor units shall be capable of split-frame defrost for 2 out of every 3 defrost cycles, allowing heating mode indoor unit fans to remain on.
6. The third defrost cycle shall switch all outdoor units to defrost mode to fully melt the ice accumulations off the outdoor coil while turning off heat mode indoor unit fans.

E. Oil Management:

1. The system shall have Hi-POR (High Pressure Oil Return) to ensure a consistent film of oil on all moving compressor parts at low speed. Oil is returned to compressor through a separate oil injection pipe.
2. The system shall be provided with a centrifugal oil separator designed to extract oil from the oil/refrigerant gas stream leaving the compressor and return the extracted oil to the compressor oil sump.
3. The system shall have an oil level sensor in the compressor to provide direct oil level sensing.
4. The system shall only initiate an oil return cycle if the oil level is too low.

F. Cabinet:

1. Outdoor unit cabinet shall be made of 20 gauge galvanized steel with an enamel finish.
2. Outdoor unit cabinet finish shall be tested in accordance with ASTM B-117 salt spray test procedure for a minimum of 1000 hours.
3. The front panels of the outdoor units shall be removable type for access to internal components.
4. A smaller service access panel, not larger than 7"x 7" and secured by a maximum of (2) screws shall be provided to access the following:
  - a. Service tool connection.
  - b. DIP switches.
  - c. Auto addressing.
  - d. Error codes
5. The cabinet shall have piping knockouts to allow refrigerant piping to be connected at the front or through the bottom of the unit.

G. Fan:

1. Each cabinet shall be equipped with two direct drive variable speed propeller fan(s) with BLDC motor(s) with a vertical air discharge.
2. The fan(s) blades shall be made of Acrylonitrile Butadiene Styrene (ABS) material.
3. The fan(s) motor shall be equipped with permanently lubricated bearings.
4. The fan motor shall be variable speed with a maximum operating speed of 1050 RPM.
5. The fan shall have a raised guard to help prevent contact with moving parts.
6. The cabinet shall have option to change the discharge air direction from vertical to horizontal using optional factory provided air guides.
7. The cabinet shall have DIP switch setting to raise external static pressure up to 0.32 in-wg.

H. Coil:

1. The outdoor unit shall have a factory built coil comprised of aluminum fins mechanically bonded on copper tubing.
2. The copper tubes shall have inner grooves.
3. The aluminum fins shall have factory applied corrosion resistant GoldFin™ material.
4. Coil coating shall be tested in accordance with ASTM B-117 salt spray test procedure for a minimum of 1000 hours
5. The outdoor unit coil shall be tested to a pressure of 551 psig.
6. The coil for each cabinet shall have 14 Fins per Inch (FPI).
7. All the outdoor units shall have a 3 rows heat exchanger.
8. The cabinet shall have a coil guard.

I. Compressor(s):

1. Compressor shall be a hermetic, high-side shell (HSS), commercial grade, compliant scroll direct-drive design.
  - a. Compressor Design: The compressor design shall be of the high pressure shell scroll type where the internal pressure below the suction valves of the compressor shall be at the same high pressure and high temperature. The motor shall be cooled by high pressure gas at temperatures above saturation conditions and minimize the mixing of refrigerant liquid with oil in the sump. The system shall employ a high pressure oil return method returning recovered oil from the oil separator directly into the oil sump of the compressor; oil shall not be allowed to return via the suction line. Bearing surfaces are continually coated with oil. The compressor shall employ an Aero-bearing constructed with high lubricity materials increasing operation time in case of low sump oil level. Compressor shall have a nominal operating range from 12Hz to 150 Hz.
2. The compressor(s) shall be equipped with a 60 Watt crankcase heater.
3. Vapor Injection: System shall have a medium pressure gas vapor injection function employed in the heating and cooling modes to increase system capacity when the outdoor ambient temperatures are low and lower compressor lift when temperatures are high. The compressor vapor injection flow amount shall be controlled by the vapor injection sub-cooling algorithm reset by discharge gas temperatures of the compressor.
4. An internal, integrated, mechanically driven gear pump shall draw oil from the compressor sump reservoir, pressurize the oil and inject the oil directly to the crankshaft journals maintaining a consistent film of oil between all moving parts.
5. The compressor shall use a factory charge of Polyvinyl Ether (PVE) oil.
6. The compressor bearing(s) shall have Teflon™ coating.
7. Each compressor shall be equipped with a dedicated inverter compressor drive. The control of multiple compressors using a single drive is not acceptable.
  - a. The inverter drive shall vary the speed of the compressor crankshaft between zero (0) Hz and 140 Hz.
  - b. The inverter driver controller shall be matched with the physical properties of the compressor. The drive shall be manufactured by the VRF air source unit manufacturer. The inverter drive and matching compressor shall have been thoroughly tested as a matched pair. The inverter drive shall be programmed to avoid operating the compressor at any speed that results in harmonic vibration,

nuisance noise, or mechanical damage to either the driver or the compressor with power provided that is within the tolerance specification.

8. The continuous operating range shall be

- a. Cooling: 5°F to 122°F (DB)
- b. Heating: 14°F to 61°F (WB)

9. The compressor(s) shall be protected with:

- a. High Pressure switch
- b. Over-current /under current protection
- c. Phase failure
- d. Phase reversal

J. Electrical:

- 1. The outdoor unit electrical power shall be 460V, 60 Hz, 3 phase.
- 2. The outdoor unit shall be capable of operation within voltage limits of +/- 10% rated voltage.
- 3. The outdoor unit shall be controlled by integral microprocessors.

K. Sound Levels:

- 1. Each cabinet shall be rated with a sound level not to exceed 59.5 dB(A) when tested in an anechoic chamber under ISO3745 standard.

L. Sensors:

- 1. Each single cabinet shall have:
  - a. Suction temperature sensor.
  - b. Discharge temperature sensor.
  - c. High Pressure sensor.
  - d. Low Pressure sensor.
  - e. Outdoor temperature sensor.
  - f. Outdoor unit heat exchanger temperature sensor.

M. Controls:

- 1. The control circuit between the indoor units, heat recovery box and the outdoor unit shall be 24VDC completed using a 2-conductor, stranded, and shielded cable for the RS485 daisy chain communication.
- 2. The system shall be furnished with a Central Controller for system management and administration with Bacnet interface for readable and writable points and graphically integrate into the future building control system.
  - a. The LG AC Smart IV Central Controller shall be capable of monitoring and control of up to 128 indoor units or 130 Input/Outputs points through its touchscreen interface and embedded web browser. The LG AC Smart IV shall



provide multiple energy management schemes and control of third-party equipment when paired with associated I/O controllers. Additionally, the LG AC Smart IV Central Controller shall be capable of providing daily, weekly, yearly, and holiday programmable scheduling of Occupied/Unoccupied settings, On/Off, Mode of Operation, set point and fan speed based on the available functions of the connected system.

## 2.3 4-WAY CEILING CASSETTE INDOOR UNIT (TYPE CC)

### A. General:

1. Unit shall be factory assembled, wired, piped and run tested.
2. Unit shall be designed to be installed for indoor application.
3. Unit shall be designed to mount recessed in the ceiling and has a surface mounted concentric grille on the bottom of the unit.
4. The unit shall be available in both 2' x 2' and 3' x 3' chassis.
5. Unit shall be capable to be installed with heat pump or heat recovery or cooling VRF system.

### B. Casing and Panel:

1. Unit case shall be manufactured using galvanized steel plate.
2. The unit shall be provided with an off-white Acrylonitrile Butadiene Styrene (ABS) polymeric resin architectural grille.
3. The grille shall have a tapered trim edge, and a hinged, spring clip (screw-less) return air filter-grille door.
4. Unit shall be provided with metal ears designed to support the unit weight on four corners.
5. Ears shall have pre-punched holes designed to accept field supplied all thread rod hangers.

### C. Cabinet Assembly:

1. Unit shall have four supply air outlets and one return air inlet.
2. The supply air outlet shall be through four-directional slot diffuser each equipped with independent oscillating motorized guide vane designed to change the airflow direction.
3. The grille shall have a discharge range of motion of 40° in an up/down direction with capabilities of locking the vanes.
4. The unit shall have a guide vane algorithm designed to sequentially change the predominant discharge airflow direction in counterclockwise pattern.
5. Guide vanes shall provide airflow in all directions.
6. Unit shall be equipped with factory installed temperature thermistors for
  - a. Return air.
  - b. Refrigerant entering coil.
  - c. Refrigerant leaving coil.
7. Unit shall have a factory assembled, piped and wired electronic expansion valve (EEV) for refrigerant control.
8. Unit shall have a built-in control panel to communicate with other indoor units and to the outdoor unit.

9. The unit shall have factory designated branch duct knockouts on the unit case.
10. Unit shall have the following functions as standard
  - a. Self-diagnostic function.
  - b. Auto restart function.
  - c. Auto changeover function (Heat Recovery system only).
  - d. Auto operation function.
  - e. Fan speed control.
  - f. Dual thermistor control.
  - g. Group control.

D. Fan and Motor Assembly:

1. The unit shall have a single direct driven turbo fan.
2. The fan shall be made of high strength ABS HT-700 polymeric resin.
3. The fan motor is Brushless Digitally controlled (BLDC) with permanently lubricated and sealed ball bearings.
4. The fan/motor assembly shall be mounted on vibration attenuating rubber grommets.
5. The fan speed shall be controlled using microprocessor based direct digitally controlled algorithm.
6. In cooling mode, the indoor fan shall have the following settings: Super Low, Low, Med, High, Power Cool and Auto.
7. In heating mode, the indoor fan shall have the following settings: Super Low, Low, Med, High and Auto.
8. The Auto fan setting shall adjust the fan speed to most effectively achieve the set-point.
9. Unit shall have factory installed independent oscillating motorized guide vanes to provide flow of air in up and down direction for uniform airflow.

E. Filter:

1. The return air inlet shall have a factory supplied primary removable, washable filter.
2. The filter access shall be from the bottom of the unit.

F. Coil:

1. Unit shall have a factory built coil comprised of aluminum fins mechanically bonded on copper tubing.
2. Unit shall have minimum of 2 rows of coils.
3. Unit shall have a factory supplied condensate drain pan below the coil. The condensate drain pan is constructed of expanded polystyrene resin.
4. Unit shall have provision of 45° flare refrigerant pipe connections
5. The coil shall be factory pressure tested at a minimum of 551 psig.
6. All refrigerant piping from outdoor unit or Heat Recovery (HR) unit to indoor unit shall be field insulated.

G. Condensate Pump:

1. Unit shall have a factory installed and wired condensate drain pump capable of providing minimum 27.5 inch lift from bottom surface of the unit.
2. The drain pump shall have a safety switch to shut off the unit if condensate rises too high in the drain pan.

H. Electrical:

1. The unit electrical power shall be 208/230 volts, 1-phase, 60 Hz.
2. The indoor unit shall be capable of operation within voltage limits of +/-10% rated voltage.

I. Accessories:

1. Grille kit, LG model PT-QCHWO.

J. Controls:

1. Unit shall use controls provided by the manufacturer to perform all functions necessary to operate the system effectively and efficiently and communicate with the outdoor unit over an RS485 daisy chain.
2. The unit shall have a factory installed microprocessor controller capable of performing functions necessary to operate the system in an override capability only with +/- 3 deg F from front end provided setpoint.
3. The unit shall be able to communicate with other indoor units and the outdoor unit using a field supplied minimum of 18 AWG, 2 core, stranded and shielded communication cable.
4. The unit controls shall operate the indoor unit using one of the five operating modes:
  - a. Auto changeover.
  - b. Heating.
  - c. Cooling.
  - d. Dry.
  - e. Fan only.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Install units level and plumb.
- B. Install evaporator-fan components using manufacturer's standard mounting devices securely fastened to building structure.
- C. Equipment Mounting:
  1. Install roof-mounted, compressor-condenser components on 18-inch high equipment support rails with neoprene pads installed at each condensing unit support leg, for entire length of support.
- D. Install all controls and control wiring noted above and required for a complete fully correctly functioning VRF system. This to include time required for programming of the system to provide a system manufacturer sequence of operation to be submitted and approved by Engineer.

### 3.2 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Engage a factory-authorized and factory-employed service representative to inspect, test, and adjust components, assemblies, and equipment installations, including connections.
- B. Perform tests and inspections.
  - 1. Manufacturer's Field Service: Engage a factory-authorized and factory-employed service representative to inspect components, assemblies, and equipment installations, including connections, and to assist in testing.
- C. Tests and Inspections:
  - 1. Leak Test: After installation, charge system and test for leaks. Repair leaks and retest until no leaks exist.
  - 2. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
  - 3. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- D. Remove and replace malfunctioning units and retest as specified above.
- E. Prepare test and inspection reports.

### 3.3 STARTUP SERVICE

- A. Engage a factory-authorized and factory-employed service representative to perform startup service.
  - 1. Complete installation and startup checks according to manufacturer's written instructions.

### 3.4 DEMONSTRATION

- A. Engage a factory-authorized and factory-employed service representative to train Owner's maintenance personnel to adjust, operate, and maintain units.

END OF SECTION 238127

## SECTION 238236 - FINNED-TUBE RADIATION HEATERS

### 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 hydronic finned-tube radiation heaters.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
  - 1. Include rated capacities, operating characteristics, furnished specialties, and accessories.
- B. Shop Drawings:
  - 1. Include plans, elevations, sections, and details.
  - 2. Include details of equipment assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 3. Include details and dimensions of custom-fabricated enclosures.
  - 4. Indicate location and size of each field connection.
  - 5. Indicate location and arrangement of piping valves and specialties.
  - 6. Indicate location and arrangement of integral controls.
  - 7. Include enclosure joints, corner pieces, access doors, and other accessories.
  - 8. Include diagrams for power, signal, and control wiring.
- C. Samples: For each exposed product and for each color and texture specified.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Floor plans and other details, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:
  - 1. Structural members, including wall construction, to which finned-tube radiation heaters will be attached.
  - 2. Method of attaching finned-tube radiation heaters to building structure.
  - 3. Penetrations of fire-rated wall and floor assemblies.
- B. Field quality-control reports.

## PART 2 - PRODUCTS

### 2.1 HOT-WATER FINNED-TUBE RADIATION HEATERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Rittling.
  - 2. Vulcan.
  - 3. Sigma.
- B. Performance Ratings: Rate finned-tube radiation heaters according to Hydronics Institute's "I=B=R Testing and Rating Standard for Finned-Tube (Commercial) Radiation."
- C. Heating Elements: Copper tubing mechanically expanded into flanged collars of evenly spaced aluminum fins resting on element supports. One end of tube shall be belled.
  - 1. Tube Diameter: NPS 3/4.
  - 2. Fin Size: 2-3/4 by 4 inches.
  - 3. Fin Spacing: 48 per foot.
  - 4. Number of Tiers: 1.
- D. Element Supports: Ball-bearing cradle type to permit longitudinal movement on enclosure brackets.
- E. Front Panel: Minimum 0.0428-inch thick steel.
- F. Wall-Mounted Back Panel: Minimum 0.0329-inch thick steel, full height, with full-length channel support for front panel without exposed fasteners.
- G. Support Brackets: Locate at maximum 36-inch spacing to support front panel and element.
- H. Finish: Baked-enamel finish in manufacturer's standard color as selected by Architect.
- I. Access Doors: Factory made, permanently hinged with tamper-resistant fastener, minimum size 6 by 6 inches, integral with enclosure.
- J. Enclosure Style: Flat top.
  - 1. As noted on schedules in contract drawings.
- K. Accessories: Filler sections, corners, relay sections, and splice plates all matching the enclosure and grille finishes.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas to receive finned-tube radiation heaters for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine roughing-in for hydronic-piping connections to verify actual locations before installation of finned-tube radiation heaters.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 FINNED-TUBE RADIATION HEATER INSTALLATION

- A. Install units level and plumb.
- B. Install enclosure continuously around corners, using outside and inside corner fittings.
- C. Join sections with splice plates and filler pieces to provide continuous enclosure.
- D. Install access doors for access to valves.
- E. Install enclosure continuously from wall to wall.
- F. Terminate enclosures with manufacturer's end caps except where enclosures are indicated to extend to adjoining walls.
- G. Install valves within reach of access door provided in enclosure.
- H. Install air-seal gasket between wall and recessed flanges or front cover of fully recessed unit.
- I. Install piping within pedestals for freestanding units.

### 3.3 CONNECTIONS

- A. Piping installation requirements are specified in Section 232113 "Hydronic Piping" Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Connect hot-water finned-tube radiation heaters and components to piping according to Section 232113 "Hydronic Piping."
  - 1. Install shutoff valves on inlet and outlet, and balancing valve on outlet.
- C. Install danfoss valves as required.
- D. Install piping adjacent to finned-tube radiation heaters to allow service and maintenance.

### 3.4 FIELD QUALITY CONTROL

- A. Perform the following field tests and inspections:
  - 1. Leak Test: After installation, charge system and test for leaks. Repair leaks and retest until no leaks exist.
  - 2. Operational Test: After electrical circuitry has been energized, start units to confirm proper operation.
  - 3. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- B. Units will be considered defective if they do not pass tests and inspections.
- C. Prepare test and inspection reports.

END OF SECTION 238236



## SECTION 260000 – ELECTRICAL SUMMARY OF WORK

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and other Divisions Specification Sections, apply to this Section.
- B. The requirements of all other sections of Division 26 apply to this section.

#### 1.2 WARRANTY FOR PROJECT

- A. The Contractor shall provide the Owner with a 2 year warranty on all materials, labor and systems from the date of Substantial Completion for each Phase. The date of Substantial completion will be as set in a letter issued by the Architect.

#### 1.3 DEFINITIONS

- A. For a complete list of definitions for this contract refer to the Division 1 specifications.
- B. Provide: Means to provide, install and make the equipment/system completely functional and operational with testing, commissioning and training.
- C. Install: Means to provide, install and make the equipment/system completely functional and operational with testing, commissioning and training.

#### 1.4 SCOPE OF WORK

- A. Work Included: It is the intent of these specifications and the accompanying drawings that the Contractor shall, unless otherwise specified herein, furnish all labor, materials, tools, and equipment necessary, together with the necessary accessories to constitute a satisfactory and complete installation, to complete the installation of the electrical work, as indicated on the drawings and described hereinafter. The Contractor shall properly install, equip, adjust and put in perfect condition, the respective portions of the work specified, and to so interconnect the various items or sections of the work to form a complete and properly operating whole. The work shall consist of, but shall not necessarily be limited to the following:
  - 1. General:
    - a. Demolish electrical conduit, wiring and equipment as shown on the drawings, as required in these specifications and as required to accommodate the new construction activities and the required construction phasing to allow the Owner to occupy the site during construction. Remove wiring back to the respective source for all associated equipment indicated to be demolished and maintain the electrical circuit integrity as required for equipment to remain.
    - b. Demolish all electrical connections to all architectural, plumbing and mechanical equipment being demolished. Refer to those drawings for locations of the equipment.
    - c. For detailed scope of work for each electrical system, refer to the respective

Division 26 specification sections.

2. Construction sequencing:
    - a. Where new circuit breakers are being retrofitted into existing panels, all power outage work shall be performed on 3<sup>rd</sup> shift. Coordinate with Owner and provide a minimum of 7 days of notification of proposed work outside of normal business hours.
  3. Contractor is responsible to provide temporary power for all construction activities.
  4. Provide new circuit breaker in the existing panelboards to match the existing types, ratings, etc. as indicated on the drawings.
  5. Provide and install wiring and conduit for electrical power devices.
  6. Provide and install new interior lighting fixtures, exit signs, wiring, conduit and lighting controls as indicated on the drawings.
  7. Provide distributed digital lighting control system that includes room controllers, digital dimmer switches, occupancy and daylighting sensors, low-voltage wiring, programming, and commissioning.
  8. Provide new wiring devices, including faceplates.
  9. Provide and install new grounding systems.
  10. Provide new fire alarm initiation and notification devices where shown. Remove and reinstall, and relocate existing fire alarm devices and associated raceway and wiring, as required to accommodate demolition and new construction. Provide all additional equipment, accessories, and programming as needed to expand the existing fire alarm panels.
  11. Provide and install new data and telephone structured cabling systems, including jacks, faceplates, patch panels and all terminations at the jack and IDF/MDF.
  12. Install new back boxes and raceway for all low-voltage and communication systems as documented on the plans and specifications.
  13. Provide and install new branch wiring for all architectural and mechanical equipment shown on those drawings. Provide and install NEC require disconnecting means for all required equipment and locations.
  14. Provide and install new structured cabling, backboxes and RJ-45 data jacks. Route surface metallic raceway (Wiremold) where cables cannot be concealed in walls and loose above finished ceilings. Properly support all cabling to structure, maximum 5' spacing of supports.
  15. Provide and install fused or non-fused disconnect switches, or circuit breakers at the various pieces of equipment as required by the N.E.C. Code.
  16. Adjust connections to electrical motors to insure proper rotation.
  17. Provide and install new grounding per 2017 NEC.
  18. Testing and balancing of Electrical system.
  19. All necessary rigging.
  20. Removal of trash and general clean-up.
  21. All necessary permits, approvals, fees, etc.
  22. Instruction to the Owner.
  23. Provide Operation and Maintenance Manuals.
  24. Provide As-Built drawings.
  25. Cutting, patching and clean-up.
- B. It will be the responsibility of the Contractor to examine all Drawings (Architectural, Structural, Civil, Mechanical, Plumbing, Electrical and Fire Protection) to determine the full extent of the work. All field measurements and verifications of conditions and materials will be the obligation of the Contractor. The submission of a Proposal by the Contractor will be considered an indication that all work has been included in the Proposal. It will also be considered an indication that a thorough review of conditions, materials, and all related specifications have

been investigated by the Contractor, and the results of such investigations have been included in the Contractor's Proposal.

C. Coordination Between Mechanical and Electrical Contractors:

1. The Electrical Contractor shall:
  - a. Receive and set the motor starters as provide by the Mechanical and Plumbing Contractors.
  - b. Provide power wiring, including final connection of same, from source to starters or contactors to motors.
  - c. Receive and install the wall-mounted electrical control devices, thermal switches, etc., and provide all wiring for same.
  - d. Provide all fused or unfused disconnect switches and circuit breakers not supplied as part of the HVAC system and as required by the National Electrical Code, or as shown on the drawings, or as specified.
  - e. Adjust connections to electrical motors to insure proper rotation.
  - f. Provide duct detectors and tubes to the MC for installation in the ductwork. EC shall wire and program the duct detectors and remote test stations into the fire alarm system. MC shall wire the HVAC shut-down circuit from the duct detector relay base to the HVAC unit.
  - g. Provide 120V to junction boxes for the MC to install 120-24V transformers for all VAV's. EC to receive the transformer from the MC and install & wire up the 120V side of the transformer. MC shall provide all 24V wiring.
  
2. The Mechanical Contractor will:
  - a. Furnish and set all motors for mechanical equipment.
  - b. Furnish all motor starters, starter/disconnects, HVAC unit mounted disconnects, contactors, pushbuttons and switches for local and remote control of all HVAC equipment and turn over to the Electrical Contractor for installation.
  - c. Provide pre-wired control panels, including relays, switches, pilot lights, etc., all as shown and/or specified, complete with wiring to numbered terminal strips.
  - d. Furnish and install duct and pipe-mounted control devices, such as freezestats, aquastats, flow switches, etc.
  - e. Furnish wiring diagrams for the systems, in sufficient time to allow roughing-in of conduit in accordance with the proposed work schedule.
  - f. Provide all control wiring including 120V controls, 120V power and 120/24V control power transformers as required for a complete and fully functional HVAC DDC control system.
  - g. Provide 120V-24V transformers for all VAV's to the EC for mounting and wiring.
  - h. Receive duct detectors from the EC and install in the ductwork. MC shall provide and install all shut-down and system activation wiring from the smoke detectors to the respective units.
  
3. The Plumbing Contractor will:
  - a. Furnish and set all motors for plumbing equipment.
  - b. Coordinate locations of all equipment with both the Mechanical and Electrical Contractors.
  - c. Provide the Electrical Contractor with information and instructions for connection of electrical service to water coolers, domestic hot water heater, etc.

4. The Electrical Contractor shall examine the drawings and read the specifications for the mechanical trades, and shall note all motor-driven equipment, starters and control apparatus noted, shown or specified herein.

D. Architectural Equipment Wiring and Connections:

1. All equipment for will be furnished and set by the Equipment Contractor.
2. The Electrical Contractor shall run all electrical conduit and wiring to each piece of equipment requiring electrical service and shall make all final connections to the equipment.
3. The equipment and required wiring connections are shown on the drawings.
4. This Electrical Contractor shall furnish disconnect switches at the various pieces of equipment as required by the NEC.

1.5 WARRANTY

- A. Contractors shall note that all equipment warranties, as described in the various sections of the Specifications, will begin after Substantial Completion. It will not make any difference when equipment is ordered, delivered or installed, warranties will commence after the Architect issues his letter of "Substantial Completion."
- B. All equipment is to include factory start-up unless the Contractor receives written permission, from the Owner, for Contractor start-up. Copies of the start-up report must be included with the Request for Final Payment, otherwise final payment will be withheld until the factory reports are submitted.
- C. All equipment furnished for this Project shall include a two-year warranty on parts and labor. This warranty shall supersede all notations in all the other Division 26 specification sections.

PART 2 - PRODUCTS (Not applicable).

PART 3 - EXECUTION (Not applicable).

END OF SECTION 260000

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. Section Includes:
  - 1. Electrical equipment coordination and installation.
  - 2. Sleeves for raceways and cables.
  - 3. Sleeve seals.
  - 4. Grout.
  - 5. Common electrical installation requirements.

### 1.3 DEFINITIONS

- A. EPDM: Ethylene-propylene-diene terpolymer rubber.

### 1.4 SUBMITTALS

- A. Product Data: For sleeve seals.

### 1.5 COORDINATION

- A. Coordinate arrangement, mounting, and support of electrical equipment:
  - 1. To allow maximum possible headroom unless specific mounting heights that reduce headroom are indicated.
  - 2. To provide for ease of disconnecting the equipment with minimum interference to other installations.
  - 3. To allow right of way for piping and conduit installed at required slope.
  - 4. So connecting raceways, cables, wireways, cable trays, and busways will be clear of obstructions and of the working and access space of other equipment.
- B. Coordinate installation of required supporting devices and set sleeves in cast-in-place concrete, masonry walls, and other structural components as they are constructed.
- C. Coordinate sleeve selection and application with selection and application of firestopping specified in Division 07 Section "Penetration Firestopping".

## PART 2 - PRODUCTS

### 2.1 SLEEVES FOR RACEWAYS AND CABLES

- A. Steel Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, galvanized steel, plain ends.
- B. Cast-Iron Pipe Sleeves: Cast or fabricated "wall pipe," equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop, unless otherwise indicated.
- C. Sleeves for Rectangular Openings: Galvanized sheet steel.
  - 1. Minimum Metal Thickness:
    - a. For sleeve cross-section rectangle perimeter less than 50 inches (1270 mm) and no side more than 16 inches (400 mm), thickness shall be 0.052 inch (1.3 mm).
    - b. For sleeve cross-section rectangle perimeter equal to, or more than, 50 inches (1270 mm) and 1 or more sides equal to, or more than, 16 inches (400 mm), thickness shall be 0.138 inch (3.5 mm).

### 2.2 SLEEVE SEALS

- A. Description: Modular sealing device, designed for field assembly, to fill annular space between sleeve and raceway or cable.
  - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Advance Products & Systems, Inc.
    - b. Calpico, Inc.
    - c. Metraflex Co.
    - d. Pipeline Seal and Insulator, Inc.
  - 2. Sealing Elements: EPDM interlocking links shaped to fit surface of cable or conduit. Include type and number required for material and size of raceway or cable.
  - 3. Pressure Plates: Stainless steel. Include two for each sealing element.
  - 4. Connecting Bolts and Nuts: Stainless steel of length required to secure pressure plates to sealing elements. Include one for each sealing element.

### 2.3 GROUT

- A. Nonmetallic, Shrinkage-Resistant Grout: ASTM C 1107, factory-packaged, nonmetallic aggregate grout, noncorrosive, nonstaining, mixed with water to consistency suitable for application and a 30-minute working time.

## PART 3 - EXECUTION

### 3.1 COMMON REQUIREMENTS FOR ELECTRICAL INSTALLATION

- A. Comply with NECA 1.
- B. Measure indicated mounting heights to bottom of unit for suspended items and to center of unit for wall-mounting items.
- C. Headroom Maintenance: If mounting heights or other location criteria are not indicated, arrange and install components and equipment to provide maximum possible headroom consistent with these requirements.
- D. Equipment: Install to facilitate service, maintenance, and repair or replacement of components of both electrical equipment and other nearby installations. Connect in such a way as to facilitate future disconnecting with minimum interference with other items in the vicinity.
- E. Right of Way: Give to piping systems installed at a required slope.

### 3.2 SLEEVE INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Electrical penetrations occur when raceways, cables, wireways, cable trays, or busways penetrate concrete slabs, concrete or masonry walls, or fire-rated floor and wall assemblies.
- B. Concrete Slabs and Walls: Install sleeves for penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of slabs and walls.
- C. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
- D. Fire-Rated Assemblies: Install sleeves for penetrations of fire-rated floor and wall assemblies unless openings compatible with firestop system used are fabricated during construction of floor or wall.
- E. Cut sleeves to length for mounting flush with both surfaces of walls.
- F. Extend sleeves installed in floors 2 inches (50 mm) above finished floor level.
- G. Size pipe sleeves to provide 1/4-inch (6.4-mm) annular clear space between sleeve and raceway or cable, unless indicated otherwise.
- H. Seal space outside of sleeves with grout for penetrations of concrete and masonry
  - 1. Promptly pack grout solidly between sleeve and wall so no voids remain. Tool exposed surfaces smooth; protect grout while curing.
- I. Interior Penetrations of Non-Fire-Rated Walls and Floors: Seal annular space between sleeve and raceway or cable, using joint sealant appropriate for size, depth, and location of joint. Comply with requirements in Division 07 Section "Joint Sealants."

- J. Fire-Rated-Assembly Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at raceway and cable penetrations. Install sleeves and seal raceway and cable penetration sleeves with firestop materials. Comply with requirements in Division 07 Section "Penetration Firestopping."
- K. Roof-Penetration Sleeves: Seal penetration of individual raceways and cables with flexible boot-type flashing units applied in coordination with roofing work.
- L. Aboveground, Exterior-Wall Penetrations: Seal penetrations using cast-iron pipe sleeves and mechanical sleeve seals. Select sleeve size to allow for 1-inch (25-mm) annular clear space between pipe and sleeve for installing mechanical sleeve seals.
- M. Underground, Exterior-Wall Penetrations: Install cast-iron pipe sleeves. Size sleeves to allow for 1-inch (25-mm) annular clear space between raceway or cable and sleeve for installing mechanical sleeve seals.

### 3.3 SLEEVE-SEAL INSTALLATION

- A. Install to seal exterior wall penetrations.
- B. Use type and number of sealing elements recommended by manufacturer for raceway or cable material and size. Position raceway or cable in center of sleeve. Assemble mechanical sleeve seals and install in annular space between raceway or cable and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make watertight seal.

### 3.4 FIRESTOPPING

- A. Apply firestopping to penetrations of fire-rated floor and wall assemblies for electrical installations to restore original fire-resistance rating of assembly. Firestopping materials and installation requirements are specified in Division 07 Section "Penetration Firestopping."

END OF SECTION 260500



## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Building wires and cables rated 600 V and less.
  - 2. Connectors, splices, and terminations rated 600 V and less.
  - 3. Sleeves and sleeve seals for cables.
- B. Refer to Section 3.2 for allowable conduit and MC cable locations.

### 1.3 DEFINITIONS

- A. EPDM: Ethylene-propylene-diene terpolymer rubber.

### 1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Qualification Data: For testing agency.
- C. Field quality-control test reports.

### 1.5 QUALITY ASSURANCE

- A. Testing Agency Qualifications: An independent agency, with the experience and capability to conduct the testing indicated, that is a member company of the InterNational Electrical Testing Association or is a nationally recognized testing laboratory (NRTL) as defined by OSHA in 29 CFR 1910.7, and that is acceptable to authorities having jurisdiction.
  - 1. Testing Agency's Field Supervisor: Person currently certified by the InterNational Electrical Testing Association or the National Institute for Certification in Engineering Technologies to supervise on-site testing specified in Part 3.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with NFPA 70.

## 1.6 COORDINATION

- A. Set sleeves in cast-in-place concrete, masonry walls, and other structural components as they are constructed.

## PART 2 - PRODUCTS

### 2.1 CONDUCTORS AND CABLES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. American Insulated Wire Corp.; a Leviton Company.
  - 2. General Cable Corporation.
  - 3. Senator Wire & Cable Company.
  - 4. Southwire Company.
- B. Copper Conductors: Comply with NEMA WC 70.
- C. Conductor Insulation: Comply with NEMA WC 70 for Types THHN-THWN-2. Conductor size #12 shall be solid and #10 and larger shall be stranded.
- D. Multiconductor Cable: Comply with NEMA WC 70 for galvanized steel metal-clad cable, Type MC with ground wire.

### 2.2 CONNECTORS AND SPLICES

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. AFC Cable Systems, Inc.
  - 2. Hubbell Power Systems, Inc.
  - 3. O-Z/Gedney; EGS Electrical Group LLC.
  - 4. 3M; Electrical Products Division.
  - 5. Tyco Electronics Corp.
- B. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated.

### 2.3 SLEEVES FOR CABLES

- A. Steel Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, galvanized steel, plain ends.
- B. Cast-Iron Pipe Sleeves: Cast or fabricated "wall pipe," equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop, unless otherwise indicated.
- C. Sleeves for Rectangular Openings: Galvanized sheet steel with minimum 0.052- or 0.138-inch (1.3- or 3.5-mm) thickness as indicated and of length to suit application.

- D. Coordinate sleeve selection and application with selection and application of firestopping specified in Division 07 Section "Penetration Firestopping."

## 2.4 SLEEVE SEALS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Advance Products & Systems, Inc.
  - 2. Calpico, Inc.
  - 3. Metraflex Co.
  - 4. Pipeline Seal and Insulator, Inc.
- B. Description: Modular sealing device, designed for field assembly, to fill annular space between sleeve and cable.
  - 1. Sealing Elements: EPDM interlocking links shaped to fit surface of cable or conduit. Include type and number required for material and size of raceway or cable.
  - 2. Pressure Plates: Stainless steel. Include two for each sealing element.
  - 3. Connecting Bolts and Nuts: Stainless steel of length required to secure pressure plates to sealing elements. Include one for each sealing element.

## PART 3 - EXECUTION

### 3.1 CONDUCTOR MATERIAL APPLICATIONS

- A. Feeders: Copper Solid for No. 12 AWG and smaller; stranded for No. 10 AWG and larger.
- B. Branch Circuits: Copper. Solid for No. 12 AWG and smaller; stranded for No. 10 AWG and larger.

### 3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS

- A. Exposed Feeders: Type THHN-THWN-2, single conductors in raceway.
- B. Feeders Concealed in Ceilings, Walls, Partitions, and Crawlspace: Type THHN-THWN-2, single conductors in raceway.
- C. Use the following wiring methods as indicated for all branch circuits:
  - 1. Indoor, Type THHN-THWN, single conductors in raceway:
    - a. Mechanical rooms.
    - b. Electrical rooms.
    - c. Sprinkler rooms.
    - d. Stairs.
    - e. Elevator machine rooms.
    - f. Rooms with exposed ceiling structure.
    - g. In concrete block walls.

2. Indoor, concealed in drywall walls and accessible ceilings and not in areas listed above in C.1: Type MC aluminum-clad multi-conductor copper cabling with ground.
- D. Class 1 Control Circuits: Type THHN-THWN-2, in raceway.
- E. Class 2 Control Circuits: Type THHN-THWN-2, in raceway.
- F. Fire Alarm Circuits: Type MC FPLP cabling where concealed in drywall walls, accessible ceilings and drywall partitions and Type THHN-THWN, in raceway where exposed or as outlined in C.1 above.
- G. Dimming Lighting Branch Circuits: Where branch circuit wiring is routed to 0-10V dimming light fixtures and switches, UL listed metalclad type MC-PCS (Luminary) cable. Where required to be in raceway as per C.2 above, in addition to the phase, neutral and ground wires, provide additional 2#16 AWG solid TFN Twisted jacketed pair (purple/gray) rated at 600V for 0-10V controls.

### 3.3 INSTALLATION OF CONDUCTORS AND CABLES

- A. Conceal cables in finished walls, ceilings, and floors, unless otherwise indicated.
- B. Use manufacturer-approved pulling compound or lubricant where necessary; compound used must not deteriorate conductor or insulation. Do not exceed manufacturer's recommended maximum pulling tensions and sidewall pressure values.
- C. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips, that will not damage cables or raceway.
- D. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.
- E. Support cables according to Division 26 Section "Hangers and Supports for Electrical Systems."
- F. Identify and color-code conductors and cables according to Division 26 Section "Identification for Electrical Systems."

### 3.4 CONNECTIONS

- A. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.
- B. Make splices and taps that are compatible with conductor material and that possess equivalent or better mechanical strength and insulation ratings than unspliced conductors.
  1. Use oxide inhibitor in each splice and tap conductor for aluminum conductors.
- C. Wiring at Outlets: Install conductor at each outlet, with at least 12 inches (300 mm) of slack.

### 3.5 SLEEVE INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Coordinate sleeve selection and application with selection and application of firestopping specified in Division 07 Section "Penetration Firestopping."
- B. Concrete Slabs and Walls: Install sleeves for penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of slabs and walls.
- C. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.
- D. Rectangular Sleeve Minimum Metal Thickness:
  - 1. For sleeve rectangle perimeter less than 50 inches (1270 mm) and no side greater than 16 inches (400 mm), thickness shall be 0.052 inch (1.3 mm).
  - 2. For sleeve rectangle perimeter equal to, or greater than, 50 inches (1270 mm) and 1 or more sides equal to, or greater than, 16 inches (400 mm), thickness shall be 0.138 inch (3.5 mm).
- E. Fire-Rated Assemblies: Install sleeves for penetrations of fire-rated floor and wall assemblies unless openings compatible with firestop system used are fabricated during construction of floor or wall.
- F. Cut sleeves to length for mounting flush with both wall surfaces.
- G. Extend sleeves installed in floors 2 inches (50 mm) above finished floor level.
- H. Size pipe sleeves to provide 1/4-inch (6.4-mm) annular clear space between sleeve and cable unless sleeve seal is to be installed.
- I. Seal space outside of sleeves with grout for penetrations of concrete and masonry.
- J. Interior Penetrations of Non-Fire-Rated Walls and Floors: Seal annular space between sleeve and cable, using joint sealant appropriate for size, depth, and location of joint according to Division 07 Section "Joint Sealants."
- K. Fire-Rated-Assembly Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at cable penetrations. Install sleeves and seal with firestop materials according to Division 07 Section "Penetration Firestopping."
- L. Roof-Penetration Sleeves: Seal penetration of individual cables with flexible boot-type flashing units applied in coordination with roofing work.
- M. Aboveground Exterior-Wall Penetrations: Seal penetrations using sleeves and mechanical sleeve seals. Size sleeves to allow for 1-inch (25-mm) annular clear space between pipe and sleeve for installing mechanical sleeve seals.
- N. Underground Exterior-Wall Penetrations: Install cast-iron "wall pipes" for sleeves. Size sleeves to allow for 1-inch (25-mm) annular clear space between cable and sleeve for installing mechanical sleeve seals.

### 3.6 SLEEVE-SEAL INSTALLATION

- A. Install to seal underground exterior-wall penetrations.
- B. Use type and number of sealing elements recommended by manufacturer for cable material and size. Position cable in center of sleeve. Assemble mechanical sleeve seals and install in annular space between cable and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make watertight seal.

### 3.7 FIRESTOPPING

- A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly according to Division 07 Section "Penetration Firestopping."

### 3.8 FIELD QUALITY CONTROL

- A. Testing Agency: Engage a qualified testing agency to perform tests and inspections and prepare test reports.
- B. Perform tests and inspections and prepare test reports.
- C. Tests and Inspections:
  - 1. After installing conductors and cables and before electrical circuitry has been energized, test feeder conductors for compliance with requirements.
    - a. Megger testing for 600V feeder conductors.
  - 2. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
- D. Test Reports: Prepare a written report to record the following:
  - 1. Test procedures used.
  - 2. Test results that comply with requirements.
  - 3. Test results that do not comply with requirements and corrective action taken to achieve compliance with requirements.
- E. Remove and replace malfunctioning units and retest as specified above.

END OF SECTION 260519

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes methods and materials for grounding systems and equipment, plus the following special applications:
  - 1. Building grounding.

### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Other Informational Submittals: Plans showing dimensioned as-built locations of grounding features specified in Part 3 "Field Quality Control" Article, including the following:
  - 1. Ground rods.
  - 2. Ground rings.
  - 3. Grounding arrangements and connections for separately derived systems.
  - 4. Grounding for sensitive electronic equipment.
- C. Qualification Data: For testing agency and testing agency's field supervisor.
- D. Field quality-control test reports.
- E. Operation and Maintenance Data: For grounding to include the following in emergency, operation, and maintenance manuals:
  - 1. Instructions for periodic testing and inspection of grounding features at grounding connections for separately derived systems, sports lighting pole connections and bleacher steel connections based on NETA MTS.
    - a. Tests shall be to determine if ground resistance or impedance values remain within specified maximums, and instructions shall recommend corrective action if they do not.
    - b. Include recommended testing intervals.

### 1.4 QUALITY ASSURANCE

- A. Testing Agency Qualifications: An independent agency, with the experience and capability to conduct the testing indicated, that is a member company of the InterNational Electrical Testing Association or is a nationally recognized testing laboratory (NRTL) as defined by OSHA in 29 CFR 1910.7, and that is acceptable to authorities having jurisdiction.

1. Testing Agency's Field Supervisor: Person currently certified by the InterNational Electrical Testing Association to supervise on-site testing specified in Part 3.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with UL 467 for grounding and bonding materials and equipment.

## PART 2 - PRODUCTS

### 2.1 CONDUCTORS

- A. Insulated Conductors: Copper wire or cable insulated for 600 V unless otherwise required by applicable Code or authorities having jurisdiction.
- B. Bare Copper Conductors:
  1. Stranded Conductors: ASTM B 8.
  2. Bonding Conductor: No. 4 AWG, stranded conductor or as noted on the drawings.
  3. Bonding Jumper: Copper tape, braided conductors, terminated with copper ferrules; 1-5/8 inches (41 mm) wide and 1/16 inch (1.6 mm) thick.

### 2.2 CONNECTORS

- A. Listed and labeled by a nationally recognized testing laboratory acceptable to authorities having jurisdiction for applications in which used, and for specific types, sizes, and combinations of conductors and other items connected.
- B. Bolted Connectors for Conductors and Pipes: Copper or copper alloy, bolted pressure-type, with at least two bolts.
  1. Pipe Connectors: Clamp type, sized for pipe.
- C. Welded Connectors: Exothermic-welding kits of types recommended by kit manufacturer for materials being joined and installation conditions.

### 2.3 GROUNDING ELECTRODES

- A. Ground Rods: Copper-clad steel; 3/4 inch by 10 feet (19 mm by 3 m in diameter).
  1. Termination: Factory-attached No. 4/0 AWG bare conductor at least 48 inches (1200 mm) long.
  2. Backfill Material: Electrode manufacturer's recommended material.



## PART 3 - EXECUTION

### 3.1 APPLICATIONS

- A. Conductors: Install stranded conductors for No. 8 AWG and larger, unless otherwise indicated.
- B. Underground Grounding Conductors: Install bare copper conductor, No. 3/0 AWG minimum.
  - 1. Bury at least 24 inches (600 mm) below grade.
  - 2. Duct-Bank Grounding Conductor: Bury 12 inches (300 mm) above duct bank when indicated as part of duct-bank installation.
- C. Conductor Terminations and Connections:
  - 1. Pipe and Equipment Grounding Conductor Terminations: Bolted connectors.
  - 2. Underground Connections: Welded connectors.
  - 3. Connections to Ground Rods at Test Wells: Bolted connectors.
  - 4. Connections to Structural Steel and Poles: Welded connectors.
  - 5. Connections to Structural Rebar: Welded connectors.

### 3.2 EQUIPMENT GROUNDING

- A. Install insulated equipment grounding conductors with all feeders and branch circuits.
- B. Install insulated equipment grounding conductors with the following items, in addition to those required by NFPA 70:
  - 1. Feeders and branch circuits.
  - 2. Lighting circuits.
  - 3. Receptacle circuits.
  - 4. Single-phase motor and appliance branch circuits.
  - 5. Three-phase motor and appliance branch circuits.
  - 6. Flexible raceway runs.
  - 7. Armored and metal-clad cable runs.

### 3.3 INSTALLATION

- A. Grounding Conductors: Route along shortest and straightest paths possible, unless otherwise indicated or required by Code. Avoid obstructing access or placing conductors where they may be subjected to strain, impact, or damage.
- B. Ground Rods: Drive rods until tops are 12 inches (50 mm) below finished floor or final grade, unless otherwise indicated.
  - 1. Interconnect ground rods with grounding electrode conductor below grade and as otherwise indicated. Make connections without exposing steel or damaging coating, if any.

- C. Bonding Straps and Jumpers: Install in locations accessible for inspection and maintenance, except where routed through short lengths of conduit.
  - 1. Bonding to Structure: Bond straps directly to basic structure, taking care not to penetrate any adjacent parts.
  - 2. Bonding to Equipment Mounted on Vibration Isolation Hangers and Supports: Install so vibration is not transmitted to rigidly mounted equipment.
  - 3. Use exothermic-welded connectors for outdoor locations.

### 3.4 FIELD QUALITY CONTROL

- A. Testing Agency: Engage a qualified testing and inspecting agency to perform the following field tests and inspections and prepare test reports:
- B. Perform the following tests and inspections and prepare test reports:
  - 1. After installing grounding system but before permanent electrical circuits have been energized, test for compliance with requirements.
  - 2. Test completed grounding system at each location where a maximum ground-resistance level is specified, at service disconnect enclosure grounding terminal at individual ground rods. Make tests at ground rods before any conductors are connected.
    - a. Measure ground resistance not less than two full days after last trace of precipitation and without soil being moistened by any means other than natural drainage or seepage and without chemical treatment or other artificial means of reducing natural ground resistance.
    - b. Perform tests by fall-of-potential method according to IEEE 81.
  - 3. Prepare dimensioned drawings locating each test well, ground rod and ground rod assembly, and other grounding electrodes. Identify each by letter in alphabetical order, and key to the record of tests and observations. Include the number of rods driven and their depth at each location, and include observations of weather and other phenomena that may affect test results. Describe measures taken to improve test results.
- C. Report measured ground resistances that exceed the following values:
  - 1. Power and Lighting Equipment or System with Capacity 500 kVA and Less: 10 ohms.
  - 2. Structural Steel / Lightning Protection Grounds: 25 ohms.
- D. Excessive Ground Resistance: If resistance to ground exceeds specified values, notify Engineer promptly and include recommendations to reduce ground resistance.

END OF SECTION 260526

## SECTION – 260529 – HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

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

#### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Hangers and supports for electrical equipment and systems.
  - 2. Construction requirements for concrete bases.

#### 1.3 DEFINITIONS

- A. EMT: Electrical metallic tubing.
- B. IMC: Intermediate metal conduit.
- C. RMC: Rigid metal conduit (galvanized).

#### 1.4 PERFORMANCE REQUIREMENTS

- A. Delegated Design: Design supports for multiple raceways, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.
- B. Design supports for multiple raceways capable of supporting combined weight of supported systems and its contents.
- C. Design equipment supports capable of supporting combined operating weight of supported equipment and connected systems and components.
- D. Rated Strength: Adequate in tension, shear, and pullout force to resist maximum loads calculated or imposed for this Project, with a minimum structural safety factor of five times the applied force.

#### 1.5 SUBMITTALS

- A. Product Data: For the following:

1. Steel slotted support systems.
  2. Nonmetallic slotted support systems.
- B. Shop Drawings: Show fabrication and installation details and include calculations for the following:
1. Trapeze hangers. Include Product Data for components.
  2. Steel slotted channel systems. Include Product Data for components.
  3. Nonmetallic slotted channel systems. Include Product Data for components.
  4. Equipment supports.
- C. Welding certificates.

#### 1.6 QUALITY ASSURANCE

- A. Welding: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."
- B. Comply with NFPA 70.

#### 1.7 COORDINATION

- A. Coordinate size and location of concrete bases. Cast anchor-bolt inserts into bases. Concrete, reinforcement, and formwork requirements are specified in Division 03.

### PART 2 - PRODUCTS

#### 2.1 SUPPORT, ANCHORAGE, AND ATTACHMENT COMPONENTS

- A. Steel Slotted Support Systems: Comply with MFMA-4, factory-fabricated components for field assembly.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Allied Tube & Conduit.
    - b. Cooper B-Line, Inc.; a division of Cooper Industries.
    - c. ERICO International Corporation.
    - d. GS Metals Corp.
    - e. Thomas & Betts Corporation.
    - f. Unistrut; Tyco International, Ltd.
    - g. Wesanco, Inc.
  2. Metallic Coatings: Hot-dip galvanized after fabrication and applied according to MFMA-4.
  3. Nonmetallic Coatings: Manufacturer's standard PVC, polyurethane, or polyester coating applied according to MFMA-4.
  4. Channel Dimensions: Selected for applicable load criteria.

- B. Raceway and Cable Supports: As described in NECA 1 and NECA 101.
- C. Conduit and Cable Support Devices: Galvanized Steel hangers, clamps, and associated fittings, designed for types and sizes of raceway or cable to be supported.
- D. Support for Conductors in Vertical Conduit: Factory-fabricated assembly consisting of threaded body and insulating wedging plug or plugs for non-armored electrical conductors or cables in riser conduits. Plugs shall have number, size, and shape of conductor gripping pieces as required to suit individual conductors or cables supported. Body shall be malleable iron.
- E. Structural Steel for Fabricated Supports and Restraints: ASTM A 36/A 36M, steel plates, shapes, and bars; galvanized.
- F. Mounting, Anchoring, and Attachment Components: Items for fastening electrical items or their supports to building surfaces include the following:
  - 1. Powder-Actuated Fasteners: Threaded-steel stud, for use in hardened portland cement concrete, steel, or wood, with tension, shear, and pullout capacities appropriate for supported loads and building materials where used.
    - a. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      - 1) Hilti Inc.
      - 2) ITW Ramset/Red Head; a division of Illinois Tool Works, Inc.
      - 3) MKT Fastening, LLC.
      - 4) Simpson Strong-Tie Co., Inc.; Masterset Fastening Systems Unit.
  - 2. Mechanical-Expansion Anchors: Insert-wedge-type, stainless steel, for use in hardened portland cement concrete with tension, shear, and pullout capacities appropriate for supported loads and building materials in which used.
    - a. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      - 1) Cooper B-Line, Inc.; a division of Cooper Industries.
      - 2) Empire Tool and Manufacturing Co., Inc.
      - 3) Hilti Inc.
      - 4) ITW Ramset/Red Head; a division of Illinois Tool Works, Inc.
      - 5) MKT Fastening, LLC.
  - 3. Concrete Inserts: Stainless Steel or malleable-iron, slotted support system units similar to MSS Type 18; complying with MFMA-4 or MSS SP-58.
  - 4. Clamps for Attachment to Steel Structural Elements: MSS SP-58, type suitable for attached structural element.
  - 5. Through Bolts: Structural type, hex head, and high strength. Comply with ASTM A 325.
  - 6. Hanger Rods: Threaded steel.

## PART 3 - EXECUTION

### 3.1 APPLICATION

- A. Comply with NECA 1 and NECA 101 for application of hangers and supports for electrical equipment and systems except if requirements in this Section are stricter.
- B. Maximum Support Spacing and Minimum Hanger Rod Size for Raceway: Space supports for EMT, IMC, and RMC as scheduled in NECA 1, where its Table 1 lists maximum spacings less than stated in NFPA 70. Minimum rod size shall be 1/4 inch (6 mm) in diameter.
- C. Multiple Raceways or Cables: Install trapeze-type supports fabricated with galvanized steel slotted support system, sized so capacity can be increased by at least 25 percent in future without exceeding specified design load limits.
  - 1. Secure raceways and cables to these supports with two-bolt conduit clamps.
- D. Spring-steel clamps designed for supporting single conduits without bolts may be used for 1-1/2-inch (38-mm) and smaller raceways serving branch circuits and communication systems above suspended ceilings and for fastening raceways to trapeze supports.

### 3.2 SUPPORT INSTALLATION

- A. Comply with NECA 1 and NECA 101 for installation requirements except as specified in this Article.
- B. Raceway Support Methods: In addition to methods described in NECA 1, EMT, IMC, and RMC may be supported by openings through structure members, as permitted in NFPA 70.
- C. Strength of Support Assemblies: Where not indicated, select sizes of components so strength will be adequate to carry present and future static loads within specified loading limits. Minimum static design load used for strength determination shall be weight of supported components plus 200 lb (90 kg).
- D. Mounting and Anchorage of Surface-Mounted Equipment and Components: Anchor and fasten electrical items and their supports to building structural elements by the following methods unless otherwise indicated by code:
  - 1. To Wood: Fasten with lag screws or through bolts.
  - 2. To New Concrete: Bolt to concrete inserts.
  - 3. To Masonry: Approved toggle-type bolts on hollow masonry units and expansion anchor fasteners on solid masonry units.
  - 4. To Existing Concrete: Expansion anchor fasteners.
  - 5. Instead of expansion anchors, powder-actuated driven threaded studs provided with lock washers and nuts may be used in existing standard-weight concrete 4 inches (100 mm) thick or greater. Do not use for anchorage to lightweight-aggregate concrete or for slabs less than 4 inches (100 mm) thick.
  - 6. To Steel: Beam clamps (MSS Type 19, 21, 23, 25, or 27) complying with MSS SP-69.
  - 7. To Light Steel: Sheet metal screws.

8. Items Mounted on Hollow Walls and Nonstructural Building Surfaces: Mount cabinets, panelboards, disconnect switches, control enclosures, pull and junction boxes, transformers, and other devices on slotted-channel racks attached to substrate by means that meet seismic-restraint strength and anchorage requirements.
- E. Drill holes for expansion anchors in concrete at locations and to depths that avoid reinforcing bars.

### 3.3 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces.
  1. Apply paint by brush or spray to provide minimum dry film thickness of 2.0 mils (0.05 mm).
- B. Touchup: Comply with requirements in Division 09 painting Sections for cleaning and touchup painting of field welds, bolted connections, and abraded areas of shop paint on miscellaneous metal.
- C. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

END OF SECTION 260529

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes raceways, fittings, boxes, enclosures, and cabinets for electrical wiring.
- B. Refer to Section "Low-Voltage Electrical Power Conductors and Cables" for allowable applications of conduit/raceway vs. MC Cable.

### 1.3 DEFINITIONS

- A. EMT: Electrical metallic tubing.
- B. EPDM: Ethylene-propylene-diene terpolymer rubber.
- C. FMC: Flexible metal conduit.
- D. LFMC: Liquidtight flexible metal conduit.
- E. LFNC: Liquidtight flexible nonmetallic conduit.
- F. RMC or GRS: Galvanized rigid metal conduit.

### 1.4 SUBMITTALS

- A. Product Data: For surface raceways, wireways and fittings, floor boxes, hinged-cover enclosures, and cabinets.
- B. Shop Drawings: For the following raceway components. Include plans, elevations, sections, details, and attachments to other work.
  - 1. Custom enclosures and cabinets.
  - 2. For handholes and boxes for underground wiring, including the following:
    - a. Duct entry provisions, including locations and duct sizes.
    - b. Frame and cover design.
    - c. Grounding details.
    - d. Dimensioned locations of cable rack inserts, and pulling-in and lifting irons.
    - e. Joint details.



- C. Coordination Drawings: Conduit routing plans, drawn to scale, on which the following items are shown and coordinated with each other, based on input from installers of the items involved:
  - 1. Structural members in the paths of conduit groups with common supports.
  - 2. HVAC and plumbing items and architectural features in the paths of conduit groups with common supports.

## 1.5 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- B. Comply with NFPA 70.

## PART 2 - PRODUCTS

### 2.1 METAL CONDUIT AND TUBING

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. AFC Cable Systems, Inc.
  - 2. Alflex Inc.
  - 3. Allied Tube & Conduit; a Tyco International Ltd. Co.
  - 4. Maverick Tube Corporation.
  - 5. O-Z Gedney; a unit of General Signal.
  - 6. Wheatland Tube Company.
- B. Rigid Steel Conduit: ANSI C80.1 with threaded fittings.
- C. IMC: ANSI C80.6.
- D. EMT: ANSI C80.3, with compression fittings.
- E. LFMC: Flexible steel conduit with PVC jacket.
- F. Fittings for Conduit (Including all Types and Flexible and Liquidtight), EMT, and Cable: NEMA FB 1; listed for type and size raceway with which used, and for application and environment in which installed.
  - 1. Fittings for EMT: Die-cast, compression type.
  - 2. Fittings for RGS: Threaded type.
- G. Joint Compound for Rigid Steel Conduit or IMC: Listed for use in cable connector assemblies, and compounded for use to lubricate and protect threaded raceway joints from corrosion and enhance their conductivity.

## 2.2 NONMETALLIC CONDUIT AND TUBING

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. AFC Cable Systems, Inc.
  - 2. CANTEX Inc.
  - 3. CertainTeed Corp.; Pipe & Plastics Group.
  - 4. Condux International, Inc.
  - 5. ElecSYS, Inc.
  - 6. Electri-Flex Co.
  - 7. Lamson & Sessions; Carlon Electrical Products.
  - 8. Manhattan/CDT/Cole-Flex.
  - 9. RACO; a Hubbell Company.
  - 10. Thomas & Betts Corporation.
- B. ENT: NEMA TC 13.
- C. RNC: NEMA TC 2, Type PVC Schedule 40, unless otherwise indicated.
- D. LFNC: UL 1660.
- E. Fittings for ENT and RNC: NEMA TC 3; match to conduit or tubing type and material.
- F. Fittings for LFNC: UL 514B.

## 2.3 BOXES, ENCLOSURES, AND CABINETS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  - 1. Cooper Crouse-Hinds; Div. of Cooper Industries, Inc.
  - 2. EGS/Appleton Electric.
  - 3. Erickson Electrical Equipment Company.
  - 4. Hoffman.
  - 5. Hubbell Incorporated; Killark Electric Manufacturing Co. Division.
  - 6. O-Z/Gedney; a unit of General Signal.
  - 7. RACO; a Hubbell Company.
  - 8. Spring City Electrical Manufacturing Company.
  - 9. Thomas & Betts Corporation.
- B. Sheet Metal Outlet and Device Boxes: NEMA OS 1.
- C. Cast-Metal Outlet and Device Boxes: NEMA FB 1, aluminum, Type FD, with gasketed cover.
- D. Nonmetallic Outlet and Device Boxes: NEMA OS 2.
- E. Small Sheet Metal Pull and Junction Boxes: NEMA OS 1.
- F. Cast-Metal Access, Pull, and Junction Boxes: NEMA FB 1, galvanized with gasketed cover.

G. Hinged-Cover Enclosures: NEMA 250, Type 1, with continuous-hinge cover with flush latch, unless otherwise indicated.

1. Metal Enclosures: Steel, finished inside and out with manufacturer's standard enamel.

H. Cabinets:

1. NEMA 250, Type 1, galvanized-steel box with removable interior panel and removable front, finished inside and out with manufacturer's standard enamel.

2. Hinged door in front cover with flush latch and concealed hinge.

3. Key latch to match panelboards.

4. Metal barriers to separate wiring of different systems and voltage.

5. Accessory feet where required for freestanding equipment.

## 2.4 SLEEVES FOR RACEWAYS

A. Steel Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, galvanized steel, plain ends.

B. Cast-Iron Pipe Sleeves: Cast or fabricated "wall pipe," equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop, unless otherwise indicated.

C. Sleeves for Rectangular Openings: Galvanized sheet steel with minimum 0.052- or 0.138-inch (1.3- or 3.5-mm) thickness as indicated and of length to suit application.

D. Coordinate sleeve selection and application with selection and application of firestopping specified in Division 07 Section "Penetration Firestopping."

## 2.5 FLOOR BOXES/POKE-THRU

A. Manufacturers:

1. Hubbell Wiring Devices or approved equal by the Engineer.

B. Floor Boxes

1. Refer to the contract drawings for selected floor box types and sizes.

2. For each floor box, the contractor is required to coordinate:

a. The floor slab thickness.

b. Floor material type, so the proper floor box cover can be ordered.

c. Devices in each box.

d. Faceplates for each device type.

## PART 3 - EXECUTION

### 3.1 RACEWAY APPLICATION

A. Outdoors: Apply raceway products as specified below, unless otherwise indicated:

1. Exposed Conduit: Rigid steel conduit.

2. Concealed Conduit, Aboveground: Rigid steel conduit.
3. Underground Conduit: RNC, Type EPC-40-PVC, direct buried or concrete encased ductbank as indicated on the drawings.
4. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): LFNC.
5. Boxes and Enclosures, Aboveground: NEMA 250, Type 4X.

**B. Indoors:** Comply with the following indoor applications, unless otherwise indicated; refer also to Section “Low-Voltage Electrical Power Conductors and Cables”:

1. For allowable indoor raceways and MC Cable, refer to Section 260519.
2. Feeders: EMT if above grade. PVC if below slab.
3. Exposed, Not Subject to Physical Damage, including in areas without ceilings that are exposed: EMT.
4. Concealed in Ceilings and Interior Walls and Partitions: MC cable.
5. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): FMC, except use LFMC in damp or wet locations.
6. Damp or Wet Locations: Rigid steel conduit.
7. Raceways for Optical Fiber or Communications Cable in Spaces Used for Environmental Air: EMT.
8. Boxes and Enclosures: NEMA 250, Type 1, except use NEMA 250, Type 4, stainless steel in damp or wet locations.
9. Raceways shall be provided in the following rooms:
  - a. Electrical rooms.
  - b. Mechanical rooms.

**C. Minimum Raceway Size:** 3/4-inch (21-mm) trade size.

**D. Raceway Fittings:** Compatible with raceways and suitable for use and location.

1. Rigid and Intermediate Steel Conduit: Use threaded rigid steel conduit fittings, unless otherwise indicated.
2. Electrical Metallic Tubing: Use die-cast compression fittings.

**E. Install nonferrous conduit or tubing for circuits operating above 60 Hz. Where aluminum raceways are installed for such circuits and pass through concrete, install in nonmetallic sleeve.**

**F. Do not install aluminum conduits in contact with concrete.**

### 3.2 INSTALLATION

**A. Comply with NECA 1 for installation requirements applicable to products specified in Part 2 except where requirements on Drawings or in this Article are stricter.**

**B. Keep raceways at least 6 inches (150 mm) away from parallel runs of flues and steam or hot-water pipes. Install horizontal raceway runs above water and steam piping.**

- C. Complete raceway installation before starting conductor installation.
- D. Support raceways as specified in Division 26 Section "Hangers and Supports for Electrical Systems."
- E. Arrange stub-ups so curved portions of bends are not visible above the finished slab.
- F. Install no more than the equivalent of three 90-degree bends in any conduit run except for communications conduits, for which fewer bends are allowed.
- G. Conceal conduit and EMT within finished walls, ceilings, and floors, unless otherwise indicated. Conduit may be surface mounted on the walls in Electrical and Mechanical Rooms.
- H. Threaded Conduit Joints, Exposed to Wet, Damp, Corrosive, or Outdoor Conditions: Apply listed compound to threads of raceway and fittings before making up joints. Follow compound manufacturer's written instructions.
- I. Raceway Terminations at Locations Subject to Moisture or Vibration: Use insulating bushings to protect conductors, including conductors smaller than No. 4 AWG.
- J. Install pull wires in empty raceways. Use polypropylene or monofilament plastic line with not less than 200-lb (90-kg) tensile strength. Leave at least 12 inches (300 mm) of slack at each end of pull wire.
- K. Raceways for Optical Fiber and Communications Cable: Install raceways, metallic, as follows:
  - 1. Install with a maximum of two 90-degree bends or equivalent for each length of raceway unless Drawings show stricter requirements. Separate lengths with pull or junction boxes or terminations at distribution frames or cabinets where necessary to comply with these requirements.
- L. Install raceway sealing fittings at suitable, approved, and accessible locations and fill them with listed sealing compound. For concealed raceways, install each fitting in a flush steel box with a blank cover plate having a finish similar to that of adjacent plates or surfaces. Install raceway sealing fittings at the following points:
  - 1. Where conduits pass from warm to cold locations, such as boundaries of refrigerated spaces.
  - 2. Where otherwise required by NFPA 70.
- M. Recessed Boxes in Masonry Walls: Saw-cut opening for box in center of cell of masonry block, and install box flush with surface of wall.

### 3.3 SLEEVE INSTALLATION FOR ELECTRICAL PENETRATIONS

- A. Coordinate sleeve selection and application with selection and application of firestopping specified in Division 07 Section "Penetration Firestopping."
- B. Concrete Slabs and Walls: Install sleeves for penetrations unless core-drilled holes or formed openings are used. Install sleeves during erection of slabs and walls.
- C. Use pipe sleeves unless penetration arrangement requires rectangular sleeved opening.

- D. Rectangular Sleeve Minimum Metal Thickness:
1. For sleeve cross-section rectangle perimeter less than 50 inches (1270 mm) and no side greater than 16 inches (400 mm), thickness shall be 0.052 inch (1.3 mm).
  2. For sleeve cross-section rectangle perimeter equal to, or greater than, 50 inches (1270 mm) and 1 or more sides equal to, or greater than, 16 inches (400 mm), thickness shall be 0.138 inch (3.5 mm).
- E. Fire-Rated Assemblies: Install sleeves for penetrations of fire-rated floor and wall assemblies unless openings compatible with firestop system used are fabricated during construction of floor or wall.
- F. Cut sleeves to length for mounting flush with both surfaces of walls.
- G. Extend sleeves installed in floors 2 inches (50 mm) above finished floor level.
- H. Size pipe sleeves to provide 1/4-inch (6.4-mm) annular clear space between sleeve and raceway unless sleeve seal is to be installed.
- I. Seal space outside of sleeves with grout for penetrations of concrete and masonry.
- J. Interior Penetrations of Non-Fire-Rated Walls and Floors: Seal annular space between sleeve and raceway, using joint sealant appropriate for size, depth, and location of joint. Refer to Division 07 Section "Joint Sealants" for materials and installation.
- K. Fire-Rated-Assembly Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at raceway penetrations. Install sleeves and seal with firestop materials. Comply with Division 07 Section "Penetration Firestopping."
- L. Roof-Penetration Sleeves: Seal penetration of individual raceways with flexible, boot-type flashing units applied in coordination with roofing work.
- M. Aboveground, Exterior-Wall Penetrations: Seal penetrations using sleeves and mechanical sleeve seals. Select sleeve size to allow for 1-inch (25-mm) annular clear space between pipe and sleeve for installing mechanical sleeve seals.
- N. Underground, Exterior-Wall Penetrations: Install cast-iron "wall pipes" for sleeves. Size sleeves to allow for 1-inch (25-mm) annular clear space between raceway and sleeve for installing mechanical sleeve seals.

### 3.4 FIRESTOPPING

- A. Apply firestopping to electrical penetrations of fire-rated floor and wall assemblies to restore original fire-resistance rating of assembly. Firestopping materials and installation requirements are specified in Division 07 Section "Penetration Firestopping."

### 3.5 PROTECTION

- A. Provide final protection and maintain conditions that ensure coatings, finishes, and cabinets are without damage or deterioration at time of Substantial Completion.

1. Repair damage to galvanized finishes with zinc-rich paint recommended by manufacturer.
2. Repair damage to PVC or paint finishes with matching touchup coating recommended by manufacturer.

END OF SECTION 260533

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Identification for raceway and metal-clad cable.
  - 2. Identification for conductors and communication and control cable.
  - 3. Warning labels and signs.
  - 4. Instruction signs.
  - 5. Equipment identification labels.
  - 6. Miscellaneous identification products.

### 1.3 SUBMITTALS

- A. Product Data: For each electrical identification product indicated.
- B. Identification Schedule: An index of nomenclature of electrical equipment and system components used in identification signs and labels.
- C. Samples: For each type of label and sign to illustrate size, colors, lettering style, mounting provisions, and graphic features of identification products.

### 1.4 QUALITY ASSURANCE

- A. Comply with ANSI A13.1 and ANSI C2.
- B. Comply with NFPA 70.
- C. Comply with 29 CFR 1910.145.

### 1.5 COORDINATION

- A. Coordinate identification names, abbreviations, colors, and other features with requirements in the Contract Documents, Shop Drawings, manufacturer's wiring diagrams, and the Operation and Maintenance Manual, and with those required by codes, standards, and 29 CFR 1910.145. Use consistent designations throughout Project.
- B. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.



- C. Coordinate installation of identifying devices with location of access panels and doors.
- D. Install identifying devices before installing acoustical ceilings and similar concealment.

## PART 2 - PRODUCTS

### 2.1 RACEWAY IDENTIFICATION MATERIALS

- A. Comply with ANSI A13.1 for minimum size of letters for legend and for minimum length of color field for each raceway and cable size.
- B. Color for Printed Legend:
  - 1. Power Circuits: Black letters on an orange field.
  - 2. Emergency Circuits: Black letters on a red field.
  - 3. Legend: Indicate system or service and voltage, if applicable.
- C. Self-Adhesive Vinyl Labels: Preprinted, flexible label laminated with a clear, weather- and chemical-resistant coating and matching wraparound adhesive tape for securing ends of legend label.
- D. Snap-Around Labels: Slit, pretensioned, flexible, preprinted, color-coded acrylic sleeves, with diameter sized to suit diameter of raceway or cable it identifies and to stay in place by gripping action.
- E. Snap-Around, Color-Coding Bands: Slit, pretensioned, flexible, solid-colored acrylic sleeves, 2 inches (50 mm) long, with diameter sized to suit diameter of raceway or cable it identifies and to stay in place by gripping action.
- F. Self-Adhesive Vinyl Tape: Colored, heavy duty, waterproof, fade resistant; 2 inches (50 mm) wide; compounded for outdoor use.

### 2.2 CONDUCTOR AND COMMUNICATION- AND CONTROL-CABLE IDENTIFICATION MATERIALS

- A. Color-Coding Conductor Tape: Colored, self-adhesive vinyl tape not less than 3 mils (0.08 mm) thick by 1 to 2 inches (25 to 50 mm) wide.
- B. Marker Tapes: Vinyl or vinyl-cloth, self-adhesive wraparound type, with circuit identification legend machine printed by thermal transfer or equivalent process.

### 2.3 WARNING LABELS AND SIGNS

- A. Comply with NFPA 70 and 29 CFR 1910.145.
- B. Self-Adhesive Warning Labels: Factory printed, multicolor, pressure-sensitive adhesive labels, configured for display on front cover, door, or other access to equipment, unless otherwise indicated.

- C. Baked-Enamel Warning Signs: Preprinted aluminum signs, punched or drilled for fasteners, with colors, legend, and size required for application. 1/4-inch (6.4-mm) grommets in corners for mounting. Nominal size, 7 by 10 inches (180 by 250 mm).
- D. Warning label and sign shall include, but are not limited to, the following legends:
  - 1. Workspace Clearance Warning: "WARNING - OSHA REGULATION - AREA IN FRONT OF ELECTRICAL EQUIPMENT MUST BE KEPT CLEAR FOR 36 INCHES (915 MM)."

## 2.4 INSTRUCTION SIGNS

- A. Engraved, laminated acrylic or melamine plastic, minimum 1/16 inch (1.6 mm) thick for signs up to 20 sq. in. (129 sq. cm) and 1/8 inch (3.2 mm) thick for larger sizes.
  - 1. Engraved legend with black letters on white face.
  - 2. Punched or drilled for mechanical fasteners.
  - 3. Framed with mitered acrylic molding and arranged for attachment at applicable equipment.

## 2.5 EQUIPMENT IDENTIFICATION LABELS

- A. Adhesive Film Label with Clear Protective Overlay: Machine printed, in black, by thermal transfer or equivalent process. Minimum letter height shall be 3/8 inch (10 mm). Overlay shall provide a weatherproof and ultraviolet-resistant seal for label.

## 2.6 MISCELLANEOUS IDENTIFICATION PRODUCTS

- A. Cable Ties: Fungus-inert, self-extinguishing, 1-piece, self-locking, Type 6/6 nylon cable ties.
  - 1. Minimum Width: 3/16 inch (5 mm).
  - 2. Tensile Strength: 50 lb (22.6 kg), minimum.
  - 3. Temperature Range: Minus 40 to plus 185 deg F (Minus 40 to plus 85 deg C).
  - 4. Color: Black, except where used for color-coding.
- B. Fasteners for Labels and Signs: Self-tapping, stainless-steel screws or stainless-steel machine screws with nuts and flat and lock washers.

## PART 3 - EXECUTION

### 3.1 APPLICATION

- A. Accessible Raceways and Metal-Clad Cables, 600 V or Less, for Service and Feeders: Identify with orange self-adhesive vinyl label.
- B. Accessible Raceways and Cables of Auxiliary Systems: Identify the following systems with color-coded, self-adhesive vinyl tape applied in bands or snap-around, color-coding bands:

1. Fire Alarm System: Red.
  2. Fire-Suppression Supervisory and Control System: Red and yellow.
  3. Combined Fire Alarm and Security System: Red and blue.
  4. Security System: Blue and yellow.
  5. Mechanical and Electrical Supervisory System: Green and blue.
  6. Telecommunication System: Green and yellow.
  7. Control Wiring: Green and red.
- C. Power-Circuit Conductor Identification: For primary and secondary conductors No. 1 AWG and larger in vaults, pull and junction boxes, manholes, and handholes use color-coding conductor tape and aluminum wraparound marker labels. Identify source and circuit number of each set of conductors. For all conductor cables, identify phase in addition to the above.
- D. Branch-Circuit Conductor Identification: Where there are conductors for more than three branch circuits in same junction or pull box, use color-coding conductor tape. For all conditions (more than one conductor in a box), identify each ungrounded conductor according to source and circuit number.
- E. Conductors to Be Extended in the Future: Attach write-on tags to conductors and list source and circuit number.
- F. Auxiliary Electrical Systems Conductor Identification: Identify field-installed alarm, control, signal, sound, intercommunications, voice, and data connections.
1. Identify conductors, cables, and terminals in enclosures and at junctions, terminals, and pull points. Identify by system and circuit designation.
  2. Use system of marker tape designations that is uniform and consistent with system used by manufacturer for factory-installed connections.
  3. Coordinate identification with Project Drawings, manufacturer's wiring diagrams, and Operation and Maintenance Manual.
- G. Locations of Underground Lines: Identify with underground-line warning tape for power, lighting, communication, and control wiring and optical fiber cable. Install underground-line warning tape for both direct-buried cables and cables in raceway.
- H. Warning Labels for Indoor Cabinets, Boxes, and Enclosures for Power and Lighting: Comply with 29 CFR 1910.145 and apply baked-enamel warning signs. Identify system voltage with black letters on an orange background. Apply to exterior of door, cover, or other access.
1. Equipment Requiring Workspace Clearance According to NFPA 70: Unless otherwise indicated, apply to door or cover of equipment but not on flush panelboards and similar equipment in finished spaces.
- I. Instruction Signs:
1. Operating Instructions: Install instruction signs to facilitate proper operation and maintenance of electrical systems and items to which they connect. Install instruction signs with approved legend where instructions are needed for system or equipment operation.

- J. Equipment Identification Labels: On each unit of equipment, install unique designation label that is consistent with wiring diagrams, schedules, and Operation and Maintenance Manual. Apply labels to disconnect switches and protection equipment, central or master units, control panels, control stations, terminal cabinets, and racks of each system. Systems include power, lighting, control, communication, signal, monitoring, and alarm systems unless equipment is provided with its own identification.
1. Labeling Instructions:
    - a. Indoor Equipment: Self-adhesive, engraved, laminated acrylic or melamine label. Unless otherwise indicated, provide a single line of text with 1/2-inch- (13-mm-) high letters on 1-1/2-inch- (38-mm-) high label; where 2 lines of text are required, use labels 2 inches (50 mm) high.
    - b. Outdoor Equipment: Engraved, laminated acrylic or melamine label.
    - c. Elevated Components: Increase sizes of labels and letters to those appropriate for viewing from the floor.
  2. Equipment to Be Labeled:
    - a. Panelboards, electrical cabinets, and enclosures.
    - b. Access doors and panels for concealed electrical items.
    - c. Electrical switchgear and switchboards.
    - d. Transformers.
    - e. Electrical substations.
    - f. Emergency system boxes and enclosures.
    - g. Motor-control centers.
    - h. Disconnect switches.
    - i. Enclosed circuit breakers.
    - j. Motor starters.
    - k. Push-button stations.
    - l. Power transfer equipment.
    - m. Contactors.
    - n. Remote-controlled switches, dimmer modules, and control devices.
    - o. Battery inverter units.
    - p. Battery racks.
    - q. Power-generating units.
    - r. Voice and data cable terminal equipment.
    - s. Master clock and program equipment.
    - t. Intercommunication and call system master and staff stations.
    - u. Television/audio components, racks, and controls.
    - v. Fire-alarm control panel and annunciators.
    - w. Security and intrusion-detection control stations, control panels, terminal cabinets, and racks.
    - x. Monitoring and control equipment.
    - y. Uninterruptible power supply equipment.
    - z. Terminals, racks, and patch panels for voice and data communication and for signal and control functions.
    - aa. Receptacles and switches, including panel source and circuit number. Minimum 10 pt black font on a clear, self-adhesive label.

### 3.2 INSTALLATION

- A. Verify identity of each item before installing identification products.
- B. Location: Install identification materials and devices at locations for most convenient viewing without interference with operation and maintenance of equipment.
- C. Apply identification devices to surfaces that require finish after completing finish work.
- D. Self-Adhesive Identification Products: Clean surfaces before application, using materials and methods recommended by manufacturer of identification device.
- E. Attach nonadhesive signs and plastic labels with screws and auxiliary hardware appropriate to the location and substrate.
- F. System Identification Color Banding for Raceways and Cables: Each color band shall completely encircle cable or conduit. Place adjacent bands of two-color markings in contact, side by side. Locate bands at changes in direction, at penetrations of walls and floors, at 50-foot (15-m) maximum intervals in straight runs, and at 25-foot (7.6-m) maximum intervals in congested areas.
- G. Color-Coding for Phase and Voltage Level Identification, 600 V and Less: Use the colors listed below for ungrounded service, feeder, and branch-circuit conductors.
  - 1. Color shall be factory applied or, for sizes larger than No. 10 AWG if authorities having jurisdiction permit, field applied.
  - 2. Colors for 208/120-V Circuits:
    - a. Phase A: Black.
    - b. Phase B: Red.
    - c. Phase C: Blue.
  - 3. Colors for 480/277-V Circuits:
    - a. Phase A: Brown.
    - b. Phase B: Orange.
    - c. Phase C: Yellow.
  - 4. Field-Applied, Color-Coding Conductor Tape: Apply in half-lapped turns for a minimum distance of 6 inches (150 mm) from terminal points and in boxes where splices or taps are made. Apply last two turns of tape with no tension to prevent possible unwinding. Locate bands to avoid obscuring factory cable markings.
- H. Aluminum Wraparound Marker Labels and Metal Tags: Secure tight to surface of conductor or cable at a location with high visibility and accessibility.
- I. Underground-Line Warning Tape: During backfilling of trenches install continuous underground-line warning tape directly above line at 6 to 8 inches (150 to 200 mm) below finished grade. Use multiple tapes where width of multiple lines installed in a common trench or concrete envelope exceeds 16 inches (400 mm) overall.

- J. Painted Identification: Prepare surface and apply paint according to Division 09 painting Sections.
- K. For all Receptacles and switches, provide the following labeling: Provide clear, self adhesive label with minimum 10 pt black lettering identifying the panel source and circuit number.

END OF SECTION 260553

## SECTION 260923 LIGHTING CONTROLS

### PART 1 - GENERAL

#### 2.8 RELATED DOCUMENTS

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

#### 2.8 SUMMARY

##### A. Section Includes:

1. Digital Lighting Controls

##### B. Related Sections:

1. Section 265119 – Interior Lighting Fixtures.
2. Drawings and general provision of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections apply to this Section
3. Electrical Sections, including wiring devices, apply to the work of this Section.

##### C. Control Intent – Control Intent includes, but is not limited to:

1. Defaults and initial calibration settings for such items as time delay, sensitivity, fade rates, etc.
2. Initial sensor and switching zones
3. Initial time switch settings

#### 1.2 REFERENCES

- A. American National Standards Institute/Institute of Electrical and Electronic Engineers (ANSI/IEEE) ([www.ansi.org](http://www.ansi.org) and [www.ieee.org](http://www.ieee.org))
- B. International Electrotechnical Commission (IEC) ([www.iec.ch](http://www.iec.ch))
- C. International Organization for Standardization (ISO) ([www.iso.ch](http://www.iso.ch)):
- D. National Electrical Manufacturers Association (NEMA) ([www.nema.org](http://www.nema.org))
- E. WD1 (R2005) - General Color Requirements for Wiring Devices.
- F. Underwriters Laboratories, Inc. (UL) ([www.ul.com](http://www.ul.com)):
  1. 20 – Plug Load Controls
  2. 508 – Industrial Controls
  3. 916 – Energy Management Equipment
  4. 924 – Emergency Lighting

G. Underwriter Laboratories of Canada (ULC) ([www.ulc.ca](http://www.ulc.ca))

### 1.3 SYSTEM DESCRIPTION & OPERATION

A. The Lighting Control and Automation system as defined under this section covers the following equipment:

1. Digital Room Controllers – Self-configuring, one or two relay plenum-rated controllers for on/off control. Selected models include 0-10 volt dimming outputs.
2. Digital Switches – Self-configuring, digitally addressable pushbutton on/off, dimming, and scene.
3. Digital Daylighting Sensors – Single-zone closed loop, multi-zone open loop and single-zone dual-loop daylighting sensors with two-way active infrared (IR) communications for daylight harvesting using switching, bi-level, tri-level or dimming control.
4. Emergency Lighting Control Unit– Allows a standard lighting control device to control emergency lighting in conjunction with normal lighting in any area within a building

### 1.4 LIGHTING CONTROL APPLICATIONS

A. Unless relevant provisions of the applicable local energy codes are more stringent, provide a minimum application of lighting controls as follows:

1. Space Control Requirements – Provide occupancy/vacancy sensors with Manual- or Partial-ON functionality in all spaces except toilet rooms, storerooms, library stacks, or other applications where hands-free operation is desirable and Automatic-ON occupancy sensors are more appropriate. Provide Manual-ON occupancy/vacancy sensors for any enclosed office, conference room, meeting room, open plan system and training room. For spaces with multiple occupants, or where line-of-sight may be obscured, provide ceiling- or corner-mounted sensors and Manual-ON switches.
2. Daylit Areas – Provide daylight-responsive automatic control where indicated on plans.

### 1.5 SUBMITTALS

A. Submittals Package: Submit the shop drawings, and the product data specified below at the same time as a package.

B. Shop Drawings:

1. Composite wiring and/or schematic diagram of each control circuit as proposed to be installed.
2. Show exact location of all digital devices, including at minimum sensors, room controllers, and switches for each area on reflected ceiling plans. (Contractor must provide AutoCAD format reflected ceiling plans.)
3. Provide room/area details including products and sequence of operation for each room or area. Illustrate typical acceptable room/area connection topologies.
4. Network riser diagram including floor and building level details. Include network cable specification and end-of-line termination details, if required. Illustrate points of



connection to integrated systems. Coordinate integration with mechanical and/or other trades.

C. Product Data: Catalog sheets, specifications and installation instructions.

D. Include data for each device which:

1. Indicates where sensor is proposed to be installed.
2. Prove that the sensor is suitable for the proposed application.

## 1.6 QUALITY ASSURANCE

A. Manufacturer: Minimum 10 years experience in manufacture of lighting controls.

## 1.7 PROJECT CONDITIONS

A. Do not install equipment until following conditions can be maintained in spaces to receive equipment:

1. Ambient temperature: 0° to 40° C (32° to 104° F).
2. Relative humidity: Maximum 90 percent, non-condensing.

## 1.8 WARRANTY

A. Provide a five year limited manufacturer's warranty on all room control devices and panels.

## 1.9 MAINTENANCE

A. Spare Parts:

1. (1) Room Controller
2. (1) Occupancy Sensors.
3. (2) 4-Button Digital Switch
4. (1) Bluetooth NXBTR radio module

## PART 2 – PRODUCTS

### 2.1 MANUFACTURERS

A. Acceptable Manufacturer:

1. Hubbell Building Systems
  - a. System: NX Series
2. Basis of design product: Hubbell NX Series or subject to compliance and approval with specified requirements of this section, one of the following:
  - a. Cooper Lighting Controls
  - b. Acuity Brands Lighting Controls
  - c. Wattstopper Digital Lighting Management (DLM)

### 2.2 DIGITAL ROOM CONTROLLER

- A. As indicated and where shown on the plans, install Hubbell Building Automation NXRC or FXRC series Room Controller(s) to control the quantity of lighting and plug loads required.
- B. Where indicated, the room controller shall provide 0 - 10 volt dimming capability for the required number of dimmable lighting loads.
- C. The room controller shall integrate the functionality of connected control components including wall switch stations, occupancy sensors and daylight sensors to provide the required sequence of operation for the space.
- D. Room controllers and associated room control components shall operate in a totally stand alone mode and not require the use of a network, software, computer or server for local control functions.
- E. Provide room controller with timeclock feature, in corridors and in reflection area.
- F. Mechanical:
  - 1. The room controller housing shall measure 5.75" X 3.85" X 1.3" and be constructed of GSM UL rated 94 HB plastic approved for use in a return air plenum.
  - 2. The housing and shall include an integral 1/2" chase nipple for external mounting to standard junction box knockout.
  - 3. Four RJ45 Smart Port connectors shall be accessible on the side of the enclosure for connection of room control devices.
  - 4. Two recessed push buttons and associated LED indicators shall be accessible on the top of the enclosure to provide override, status, set-up and testing functions.
- G. Electrical:
  - 1. The room controller shall have a single power feed and shall be capable of operation at voltages between 120 and 347 volts AC, 50/60 Hz.
  - 2. One or two output relays (model specific) shall provide a total combined power switching capacity of 20 amps per unit.
  - 3. Where indicated provide one or two independent 0 - 10 volt dimming channels (model specific) for full range dimming control of fixtures equipped with compatible dimmable ballast or driver.
  - 4. Each dimming output shall have a current sinking capacity of at least 30 mA.

5. The room controller shall be capable of supplying 150 mA of Class 2 auxiliary DC power for use by wall switch stations, occupancy sensors, and daylight sensors connected to the room controller's four RJ45 Smart Port connectors.
6. Where indicated, room controllers shall be equipped with power monitoring circuitry capable of measuring and reporting the total connected load for each room controller.

H. Functional:

1. Provide an integral pushbutton and LED indicator for each load for status and to allow operation of the relays and dimmers for testing and verification without requiring other control devices to be connected.
2. The room controller shall have a default operation providing an automatic logical sequence of operation for each load as the room control devices are plugged into the Smart Port connectors.
3. Default operation for occupancy sensors shall be automatic on, automatic off for all loads.
4. Upon connection of a switch, the operation shall automatically change to manual on, automatic off (vacancy) mode for all loads.
5. Provide capability to convert each load independently to automatic on or vacancy mode using only the integral push buttons and LED indicators on the room controller.
6. When in vacancy mode, provide a 30 second grace period after an off during which automatic on shall be temporarily enabled.
7. It shall be possible to connect up to eight (8) room controllers together using Cat5 patch cables to provide configurations up to 16 switched and dimmed loads operating as a single zone.
8. Provide the following set up and configuration functions without the need for additional devices or software:
  - a. Assign/reassign relays for control by wall switch station buttons
  - b. Configure relays for occupancy or vacancy operation
  - c. Assign/reassign dimmers to raise/lower switches
  - d. Assign dimming channels for response to daylight sensor control
  - e. Auto calibrate default daylight sensor sequence of operation
  - f. Save preset scenes

9. The NXBTR Bluetooth® radio module and smart phone app shall allow wireless set-up and configuration of the room controller and connected devices through a user-supplied IOS or Android smart phone or tablet. The application shall provide as a minimum:
  - a. Configure wall switch button types. At a minimum, button types shall include toggle on/off with pilot, preset, on only and off only
  - b. Configure up to six zones of daylight harvesting per room with independent set points and time delays
  - c. Include or exclude loads from occupancy sensor control
  - d. Configure up to 16 load groups per room
  - e. Configure up to 16 preset scenes per room with independent fade times
  - f. Set independent power up conditions for relays and dimmers
  - g. Set independent occupied and unoccupied conditions for each relay and dimmer
  - h. Adjust dimmer high and low trim points
  - i. Manually control loads allowing use of the phone or tablet as a personal control for the room

The Bluetooth® word mark and logos are registered trademarks owned by Bluetooth SIG, Inc. and any use of such marks by Hubbell Building Automation is under license. Other trademarks and trade names are those of their respective owners.

### 2.3 LOW VOLTAGE SWITCH STATIONS

- A. Low voltage digital wall switch stations shall be of the programmable type using standard Cat5 cabling for connection to system smart port.
- B. Stations shall have one to six buttons and provide lighting control functions as called out and shown on the plans.
- C. All switches shall be single gang and be of the generic decorator style allowing easy ganging and use of a wide array of standard wall switch plate options.
- D. Provide two RJ-45 ports per switch to allow for daisy chain connection of up to eight switches to each smart port.
- E. Switch station color shall be white, ivory, light almond, grey, or black as indicated.

### 2.4 OCCUPANCY SENSORS

- A. Occupancy sensors shall be ceiling or wall mounted and use dual technology (ultrasonic and passive infrared), ultrasonic and/or passive infrared (model specific) sensing technology as

indicated.

- B. Sensors shall be Class 2 and connect to any room controller smart port using a wiring adaptor and standard Cat5 patch cable.
- C. Occupancy sensors shall be self adaptive and not require manual calibration after installation. Digital circuitry and logic shall automatically make adjustments to the sensitivity and time delay based on learned occupancy patterns and the environment in which the sensor is installed.
- D. Sensors using both ultrasonic and passive infrared (dual technology) shall operate such that detection by both technologies is required to initiate occupancy and continued detection by either technology will maintain occupancy.
- E. Up to four occupancy sensors may be connected to one room controller.

## 2.5 DAYLIGHT SENSORS

- A. The *NX* daylight sensor shall provide ambient light level information to the room controller allowing daylight responsive lighting control.
- B. The system shall operate in an open loop sequence of operation reducing the amount of electric light as the quantity of daylight entering the room increases.
- C. It shall be possible to configure up to six daylight zones in a room. Each zone shall be programmable to proportionally respond to the light level provided by the daylight sensor.
- D. The daylight sensor shall be mounted and positioned to provide an unobstructed view of the windows per the manufacturer's directions.

## PART 3 – EXECUTION

### 3.1 PRE-INSTALLATION MEETING

- A. A factory authorized manufacturer's representative shall provide the electrical contractor a functional overview of the lighting control system prior to installation. The contractor shall schedule the pre-installation site visit after receipt of approved submittals to review the following:
  - 1. Confirm the location and mounting of all digital devices, with special attention to placement of occupancy and daylighting sensors.
  - 2. Review the specifications for low voltage control wiring and termination.

3. Discuss the functionality and configuration of all products, including sequences of operation, per design requirements.
4. Discuss requirements for integration with other trades.

### 3.2 CONTRACTOR INSTALLATION AND SERVICES

- A. Contractor to install all devices and wiring in a professional manner. All line voltage connections to be tagged to indicate circuit and switched legs.
- B. Contractor to install all room/area devices using manufacturer's factory-tested Cat 5e cable with pre-terminated RJ-45 connectors. If pre-terminated cable is not used for room/area wiring, the contractor is responsible for testing each field-terminated cable following installation, and shall supply the lighting controls manufacturer with test results. Contractor to install any room to room network devices using manufacturer-supplied LM-MSTP network wire. Network wire substitution is not permitted and may result in loss of product warranty per DLM SEGMENT NETWORK section of specification. Low voltage wiring topology must comply with manufacturer's specifications. Contractor shall route network wiring as shown in submittal drawings as closely as possible, and shall document final wiring location, routing and topology on as built drawings.
- C. Install the work of this Section in accordance with manufacturer's printed instructions unless otherwise indicated. Before start up, contractor shall test all devices to ensure proper communication.
- D. Calibrate all sensor time delays and sensitivity to guarantee proper detection of occupants and energy savings.
  1. Adjust time delay so that controlled area remains lighted while occupied.
- E. Provide written or computer-generated documentation on the configuration of the system including room by room description including:
  1. Sensor parameters, time delays, sensitivities, and daylighting setpoints.
  2. Sequence of operation, (e.g. manual ON, Auto OFF. etc.)
  3. Load Parameters (e.g. blink warning, etc.)
- F. Post start-up tuning – After 30 days from occupancy contractor shall adjust sensor time delays and sensitivities to meet the Owner's requirements. Provide a detailed report to the Architect / Owner of post start-up activities.

### 3.3 STARTUP AND PROGRAMMING

- A. The system manufacturer shall provide a factory authorized field engineer to the project site after installation has been completed and prior to system energization for the purpose of testing and adjustment of the system. Factory field engineer shall test and verify all system functions and ensure proper operation of the system components in accordance with the specifica-

tions and on-site conditions. The installing contractor shall notify the system manufacturer in writing that the system is completely wired and ready to be energized and tested 2 weeks prior to scheduling a field engineer for start-up of the system. Should the field engineer arrive on the job site and find the installation incomplete, the installing contractor shall pay the cost of any future visits by the field engineer required to complete the system start-up.

- B. During the start-up procedure, the factory field engineer shall provide programming assistance and guidance to the building operating personnel in order to program the systems for initial operation.
- C. Allow for up to 4 hours of on-site training on the use and maintenance of the lighting control system to be scheduled at the completion of startup and programming of the system.

#### 3.4 TECHNICAL SUPPORT

- A. The lighting controls manufacturer shall provide reasonable access to factory direct telephone technical support during normal business hours.

END OF SECTION 260923

## SECTION 262726 – WIRING DEVICES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this and the other sections of Division 26.
- B. Requirements specified in all other sections of Division 26 apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Receptacles
  - 2. Plugs and Plug Connectors
  - 3. Snap Switches
  - 4. Ground Fault Circuit Interrupter Receptacles
  - 5. USB Charger Receptacles
  - 6. Isolated Ground Receptacles
  - 7. Recessed Clock/TV Receptacles
  - 8. Wall Plates
- B. Related Sections: The following sections contain requirements that relate to this section:
  - 1. Division 26 Section "Electrical Identification" for requirements for legends to be engraved on wall plates.

#### 1.3 SUBMITTALS

- A. Product data for each type of product specified.
- B. Samples of those products indicated for sample submission in Architect's comments on product data submittal. Include color and finish samples of device plates and other items per Architect's request.

#### 1.4 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with provisions of the following codes.
- B. NFPA 70 "National Electrical Code".
  - 1. UL and NEMA Compliance: Provide wiring devices which are listed and labeled by UL and comply with applicable UL and NEMA standards.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the



following:

1. Hubbell Inc.
2. Leviton.
3. Pass and Seymour Inc.

## 2.2 WIRING DEVICES:

- A. General: Provide wiring devices, in types, characteristics, grades, colors, and electrical ratings for applications indicated which are UL listed and which comply with NEMA WD 1 and other applicable UL and NEMA standards. Provide ivory color devices except as otherwise indicated. Verify color selections with Architect.
- B. Receptacles: Comply with UL 498 and NEMA WD 1. Where not otherwise indicated, provide 20A heavy duty, specification grade receptacles. Provide receptacles equal to Hubbell Wiring Devices HBL5362 series. Verify color selections with Architect.
- C. Where receptacles are wired to normal/emergency or emergency only circuits, provide red colored receptacles, with ratings equal to above.
- D. Receptacles, Industrial Heavy Duty: Provide pin and sleeve design receptacles conforming to UL 498. Provide features indicated.
- E. Ground-Fault Interrupter (GFI) Receptacles: Provide weather-resistant, tamper-resistant, "feed-thru" type ground-fault circuit interrupter, with integral commercial heavy-duty NEMA 5-20R duplex receptacles arranged to protect connected downstream receptacles on same circuit. Provide unit designed for installation in a 2-3/4 inch deep outlet box without adapter, grounding type, Class A, Group 1, per UL Standard 943. Provide receptacles equal to Hubbell Wiring Devices GFTWRST20 series, which comply with 2015 UL 943 for self-testing requirements. Verify color selections with Architect.
- F. USB Charger Receptacles: Provide specification grade tamper-resistant NEMA 5-20R duplex receptacle with (2) integral USB ports; (1) USB Type A, providing 3 Amp, 5VDC, 2.0, complying with battery charging specification USB BC1.2, and (1) USB Type C, 5 Amp, 5VDC, 3.0 power delivery. USB charging shall be compatible with USB 2.0/3.0/3.1 devices, including Apple products. Provide receptacle equal to Hubbell Wiring Device-Kellems USB20AC5. Verify color selections with Architect.
- G. Isolated Ground Receptacles: Provide extra heavy duty NEMA 5-20R isolated ground receptacles. Provide receptacles equal to Hubbell Wiring Devices IG5362. Verify color selections with Architect.
- H. Recessed clock/TV receptacle: Provide clock hanger/recessed receptacle, 20A rated, tamper-resistant, 2 pole, 3 wire, grounding, with side wire terminations. Provide receptacles equal to Hubbell Wiring Device-Kellems RR201CHSSTR. Verify color selections with Architect.
- I. Plugs: 15-amperes, 125-volts, 3-wire, grounding, armored cap plugs, parallel blades with cord clamp, and 0.4 inch cord hole; match NEMA configuration with power source's.
- J. Plug Connectors: 15-amperes, 125-volts, bakelite-body armored connectors, 3-wire, grounding, parallel blades, double wipe contact, with cord clamp, and 0.4 inch cord hole, match NEMA configuration to mating plug's. Arrange as indicated.

- K. Snap Switches: Comply with UL 20 and NEMA WD1. Where not otherwise indicated, provide 20A industrial/institutional heavy duty grade switches. Provide switches equal to Hubbell Wiring Devices 1221 and 1223 series. Verify color selections with Architect.
- L. Combination Switch and Receptacle: Heavy-duty 3-way quiet switch, 20-amperes, 120-277 volts AC, with toggle switch handle, and 3-wire grounding receptacle, 15-amperes, 120-volts, equip with plaster ears, and with break-off tab feature which allows wiring with separate or common feed, with NEMA configuration 5-20R.
- M. Plug-in strips: shall be of prewired, multi-outlet assembly, housed in steel enclosure, as shown on drawings. Outlets shall be of the grounding type as specified for receptacles and spaced and circuited as shown on drawings. Housing shall have a satin gray finish. Plug-in strips shall be Wiremold-Plugmold-series 2000, except otherwise noted on the drawings.

### 2.3 WIRING DEVICE ACCESSORIES

- A. Wall plates: single and combination, of types, sizes, and with ganging and cutouts as indicated. Provide plates which mate and match with wiring devices to which attached. Provide metal screws for securing plates to devices with screw heads colored to match finish of plates. Provide wall plate color to match wiring devices except as otherwise indicated. Provide wall plates with engraved legend where indicated. Conform to requirements of Section "Electrical Identification." Provide plates possessing the following additional construction features:
  1. Material and Finish: 0.04 inch thick, type 302 satin finished stainless steel, typical for all power, computer, telephone, CATV, etc. jacks in the project, except those mounted in surface divided raceway provide standard divided raceway covers.
  2. Material for Wet Locations: Cast Aluminum with spring-loaded lift cover, and listed and labeled for use in "wet locations." Provide aluminum while-in-use cover WP26E by Hubbell Wiring Devices or approved equal.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF WIRING DEVICES AND ACCESSORIES:

- A. Install wiring devices and accessories as indicated, in accordance with manufacturer's written instructions, applicable requirements of NEC and in accordance with recognized industry practices to fulfill project requirements.
- B. Coordinate with other Work, including painting, electrical boxes and wiring installations, as necessary to interface installation of wiring devices with other Work.
- C. Install wiring devices only in electrical boxes which are clean; free from building materials, dirt, and debris.
- D. Install wiring devices after wiring work is completed.
- E. Install wall plates after painting work is completed.
- F. Tighten connectors and terminals, including screws and bolts, in accordance with equipment manufacturer's published torque tightening values for wiring devices. Where manufacturer's torquing requirements are not indicated, tighten connectors and terminals to comply with tightening torques specified in UL Standard 486A. Use properly scaled torque indicating hand

tool.

### 3.2 PROTECTION

- A. Protect installed components from damage. Replace damaged items prior to final acceptance.

### 3.3 FIELD QUALITY CONTROL

- A. Testing: Prior to energizing circuits, test wiring for electrical continuity, and for short-circuits. Ensure proper polarity of connections is maintained. Subsequent to energizing, test wiring devices and demonstrate compliance with requirements, operating each operable device at least six times.
- B. Test ground fault interrupter operation with both local and remote fault simulations in accordance with manufacturer recommendations.

END OF SECTION 262726

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SUMMARY

- A. This Section includes individually mounted enclosed switches and circuit breakers used for the following:
  - 1. Feeder and branch-circuit protection.
  - 2. Motor and equipment disconnecting means.
- B. Related Sections include the following:
  - 1. Division 26 Section "Wiring Devices" for attachment plugs, receptacles, and toggle switches used for disconnecting means.

### 1.3 DEFINITIONS

- A. GFCI: Ground-fault circuit interrupter.
- B. RMS: Root mean square.
- C. SPDT: Single pole, double throw.

### 1.4 SUBMITTALS

- A. Product Data: For each type of switch, circuit breaker, accessory, and component indicated. Include dimensions and manufacturers' technical data on features, performance, electrical characteristics, ratings, and finishes.
- B. Shop Drawings: For each switch and circuit breaker.
  - 1. Dimensioned plans, elevations, sections, and details, including required clearances and service space around equipment. Show tabulations of installed devices, equipment features, and ratings. Include the following:
    - a. Enclosure types and details for types other than NEMA 250, Type 1.
    - b. Current and voltage ratings.
    - c. Short-circuit current rating.
    - d. UL listing for series rating of installed devices.
    - e. Features, characteristics, ratings, and factory settings of individual overcurrent protective devices and auxiliary components.

2. Wiring Diagrams: Power, signal, and control wiring. Differentiate between manufacturer-installed and field-installed wiring.
- C. Qualification Data: Submit data for testing agencies indicating that they comply with qualifications specified in "Quality Assurance" Article.
- D. Field Test Reports: Submit written test reports and include the following:
  1. Test procedures used.
  2. Test results that comply with requirements.
  3. Results of failed tests and corrective action taken to achieve test results that comply with requirements.
- E. Manufacturer's field service report.
- F. Maintenance Data: For enclosed switches and circuit breakers and for components to include in maintenance manuals specified in Division 01. In addition to requirements specified in Division 01 Section "Closeout Procedures," include the following:
  1. Routine maintenance requirements for components.
  2. Manufacturer's written instructions for testing and adjusting switches and circuit breakers.
  3. Time-current curves, including selectable ranges for each type of circuit breaker.

## 1.5 QUALITY ASSURANCE

- A. Testing Agency Qualifications: Testing agency that is a member company of the InterNational Electrical Testing Association and that is acceptable to authorities having jurisdiction.
  1. Testing Agency's Field Supervisor: Person currently certified by the InterNational Electrical Testing Association or National Institute for Certification in Engineering Technologies to supervise on-site testing specified in Part 3.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- C. Comply with NEMA AB 1 and NEMA KS 1.
- D. Comply with NFPA 70.
- E. Product Selection for Restricted Space: Drawings indicate maximum dimensions for enclosed switches and circuit breakers, including clearances between enclosures, and adjacent surfaces and other items. Comply with indicated maximum dimensions.

## 1.6 PROJECT CONDITIONS

- A. Environmental Limitations: Rate equipment for continuous operation under the following conditions, unless otherwise indicated:

1. Ambient Temperature: Not less than minus 22 deg F (minus 30 deg C) and not exceeding 104 deg F (40 deg C).
2. Altitude: Not exceeding 6600 feet (2000 m).

## 1.7 COORDINATION

- A. Coordinate layout and installation of switches, circuit breakers, and components with other construction, including conduit, piping, equipment, and adjacent surfaces. Maintain required workspace clearances and required clearances for equipment access doors and panels.

## 1.8 EXTRA MATERIALS

- A. Furnish extra materials described below that match products installed and that are packaged with protective covering for storage and identified with labels describing contents.
  1. Spares: For the following:
    - a. Potential Transformer Fuses: One for every 10 installed; minimum of 3.
    - b. Control-Power Fuses: One for every 10 installed; minimum of 3.
    - c. Fuses and Fusible Devices for Fused Circuit Breakers: One for every 10 installed; minimum of 3.
    - d. Fuses for Fused Switches: One for every 10 installed; minimum of 3.
    - e. Fuses for Fused Power-Circuit Devices: One for every 10 installed; minimum of 3.
  2. Spare Indicating Lights: Six of each type installed.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
  1. Fusible Switches:
    - a. Eaton Corp.; Cutler-Hammer Products.
    - b. General Electric Co.; Electrical Distribution & Control Division.
    - c. Square D Co.
  2. Molded-Case Circuit Breakers:
    - a. Eaton Corp.; Cutler-Hammer Products.
    - b. General Electric Co.; Electrical Distribution & Control Division.
    - c. Square D Co.
  3. Combination Circuit Breaker and Ground-Fault Trip:

- a. Eaton Corp.; Cutler-Hammer Products.
- b. General Electric Co.; Electrical Distribution & Control Division.
- c. Square D Co.

## 2.2 ENCLOSED SWITCHES

- A. Enclosed, Nonfusible Switch: NEMA KS 1, Type HD, with lockable handle.
- B. Enclosed, Fusible Switch, 800 A and Smaller: NEMA KS 1, Type HD, with clips to accommodate specified fuses, lockable handle with two padlocks, and interlocked with cover in closed position. Provide (2) NO/NC contacts where indicated and for all disconnects in the elevator machine room.

## 2.3 ENCLOSED CIRCUIT BREAKERS

- A. Molded-Case Circuit Breaker: NEMA AB 1, with interrupting capacity to meet available fault currents.
  1. Thermal-Magnetic Circuit Breakers: Inverse time-current element for low-level overloads, and instantaneous magnetic trip element for short circuits. Adjustable magnetic trip setting for circuit-breaker frame sizes 250 A and larger.
  2. Adjustable Instantaneous-Trip Circuit Breakers: Magnetic trip element with front-mounted, field-adjustable trip setting.
  3. Electronic Trip Unit Circuit Breakers: RMS sensing; field-replaceable rating plug; with the following field-adjustable settings:
    - a. Instantaneous trip.
    - b. Long- and short-time pickup levels.
    - c. Long- and short-time time adjustments.
    - d. Ground-fault pickup level, time delay, and  $I^2t$  response.
  4. GFCI Circuit Breakers: Single- and two-pole configurations with 5-mA trip sensitivity.
  5. Molded-Case Switch: Molded-case circuit breaker without trip units.
  6. Shunt-Trip: Integral shunt-trip module within the Molded-case circuit breaker.
- B. Molded-Case Circuit-Breaker Features and Accessories: Standard frame sizes, trip ratings, and number of poles.
  1. Lugs: Mechanical style suitable for number, size, trip ratings, and material of conductors.
  2. Application Listing: Appropriate for application; Type SWD for switching fluorescent lighting loads; Type HACR for heating, air-conditioning, and refrigerating equipment.
  3. Ground-Fault Protection: Integrally mounted relay and trip unit with adjustable pickup and time-delay settings, push-to-test feature, and ground-fault indicator.

## 2.4 ENCLOSURES

- A. NEMA AB 1 and NEMA KS 1 to meet environmental conditions of installed location.

1. Outdoor Locations: NEMA 250, Type 3R.
2. Kitchen Areas: NEMA 250, Type 4X, stainless steel.
3. Other Wet or Damp Indoor Locations: NEMA 250, Type 4.
4. Hazardous Areas Indicated on Drawings: NEMA 250, Type 7C.

## 2.5 FACTORY FINISHES

- A. Manufacturer's standard prime-coat finish ready for field painting.
- B. Finish: Manufacturer's standard grey paint applied to factory-assembled and -tested enclosures before shipping.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine elements and surfaces to receive enclosed switches and circuit breakers for compliance with installation tolerances and other conditions affecting performance.
  1. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Temporary Lifting Provisions: Remove temporary lifting eyes, channels, and brackets and temporary blocking of moving parts from enclosures and components.

### 3.3 IDENTIFICATION

- A. Identify field-installed conductors, interconnecting wiring, and components; provide warning signs as specified in Division 26 Section "Identification for Electrical Systems."
- B. Enclosure Nameplates: Label each enclosure with engraved metal or laminated-plastic nameplate mounted with corrosion-resistant screws.

### 3.4 CONNECTIONS

- A. Install equipment grounding connections for switches and circuit breakers with ground continuity to main electrical ground bus.
- B. Install power wiring. Install wiring between switches and circuit breakers, and control and indication devices.
- C. Tighten electrical connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A and UL 486B.



### 3.5 FIELD QUALITY CONTROL

- A. Prepare for acceptance tests as follows:
  - 1. Test insulation resistance for each enclosed switch, circuit breaker, component, and control circuit.
  - 2. Test continuity of each line- and load-side circuit.
- B. Testing Agency: Engage a qualified independent testing agency to perform specified testing.
- C. Testing: After installing enclosed switches and circuit breakers and after electrical circuitry has been energized, demonstrate product capability and compliance with requirements.
  - 1. Procedures: Perform each visual and mechanical inspection and electrical test indicated in NETA ATS, Section 7.5 for switches and Section 7.6 for molded-case circuit breakers. Certify compliance with test parameters.
  - 2. Correct malfunctioning units on-site, where possible, and retest to demonstrate compliance; otherwise, replace with new units and retest.

### 3.6 ADJUSTING

- A. Set field-adjustable switches and circuit-breaker trip ranges.

### 3.7 CLEANING

- A. On completion of installation, inspect interior and exterior of enclosures. Remove paint splatters and other spots. Vacuum dirt and debris; do not use compressed air to assist in cleaning. Repair exposed surfaces to match original finish.

END OF SECTION 262816

## SECTION 265119 - LED INTERIOR LIGHTING

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes the following:
  - 1. Materials.
  - 2. Finishes.
  - 3. Luminaire support.
- B. Related Requirements:
  - 1. Section 260923 "Lighting Controls" for automatic control of lighting, including time switches, photoelectric relays, occupancy sensors, multipole lighting relay panes, architectural dimming systems and for LED dimming controls with dimming drivers specified in interior lighting Sections.
  - 2. Refer to Lighting Fixture Schedule on Contract Drawings.

#### 1.2 DEFINITIONS

- A. CCT: Correlated color temperature.
- B. CRI: Color Rendering Index.
- C. Fixture: See "Luminaire."
- D. IP: International Protection or Ingress Protection Rating.
- E. LED: Light-emitting diode.
- F. Lumen: Measured output of lamp and luminaire, or both.
- G. Luminaire: Complete lighting unit, including lamp, reflector, and housing.

#### 1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product, arranged by designation.
- B. Shop Drawings: For nonstandard or custom luminaires.
  - 1. Include plans, elevations, sections, and mounting and attachment details.
  - 2. Include details of luminaire assemblies. Indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
  - 3. Include diagrams for power, signal, and control wiring.

- C. Product Schedule: For luminaires and lamps. Use same designations indicated on Drawings.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Reflected ceiling plan(s) and other details, drawn to scale and coordinated with each other, using input from installers of the items involved:
- B. Seismic Qualification Certificates: For luminaires, accessories, and components, from manufacturer.
- C. Product Certificates: For each type of luminaire.
- D. Sample warranty.

#### 1.5 CLOSEOUT SUBMITTALS

- A. Operation and maintenance data.

#### 1.6 WARRANTY

- A. Warranty: Manufacturer and Installer agree to repair or replace components of luminaires that fail in materials or workmanship within specified warranty period.
- B. Warranty Period: 5 years from date of Substantial Completion.

### PART 2 - PRODUCTS

#### 2.1 LUMINAIRE REQUIREMENTS

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. Standards:
  - 1. ENERGY STAR certified.
  - 2. California Title 24 compliant.
  - 3. NRTL Compliance: Luminaires for hazardous locations shall be listed and labeled for indicated class and division of hazard by an NRTL.
  - 4. FM Global Compliance: Luminaires for hazardous locations shall be listed and labeled for indicated class and division of hazard by FM Global.
  - 5. UL Listing: Listed for damp location.
  - 6. Recessed luminaires shall comply with NEMA LE 4.
- C. CRI of minimum 80. CCT, as noted in Lighting Fixture Schedule.
- D. Rated lamp life of 50,000 hours to L70.

- E. Lamps dimmable from 100 percent to 10 percent of maximum light output in general spaces. Specialized fixtures shall be dimmable from 100 percent to 1 percent, where noted.
- F. Internal driver, unless otherwise noted.
- G. Nominal Operating Voltage: As noted in Lighting Fixture Schedule.
  - 1. Lens Thickness: At least 0.125 inch (3.175 mm) minimum unless otherwise indicated.

## 2.2 MATERIALS

- A. Metal Parts:
  - 1. Free of burrs and sharp corners and edges.
  - 2. Sheet metal components shall be steel unless otherwise indicated.
  - 3. Form and support to prevent warping and sagging
- B. Doors, Frames, and Other Internal Access: Smooth operating, free of light leakage under operating conditions, and designed to permit relamping without use of tools. Designed to prevent doors, frames, lenses, diffusers, and other components from falling accidentally during relamping and when secured in operating position.
- C. Diffusers, and Globes:
  - 1. Acrylic: One hundred percent virgin acrylic plastic, with high resistance to yellowing and other changes due to aging, exposure to heat, and UV radiation.
  - 2. Glass: Annealed crystal glass unless otherwise indicated.

## 2.3 METAL FINISHES

- A. Variations in finishes are unacceptable in the same piece. Variations in finishes of adjoining components are acceptable if they are within the range of approved Samples and if they can be and are assembled or installed to minimize contrast.

## 2.4 LUMINAIRE SUPPORT

- A. Comply with requirements in Section 260529 "Hangers and Supports for Electrical Systems" for channel and angle iron supports and nonmetallic channel and angle supports.
- B. Comply with the NEC code for lighting fixture support, including up to 4 points of support for fixtures to the structure above.
- C. For high bay fixtures, provide separate safety chain / aircraft cable, tied to fixtures and to structure above.
- D. Single-Stem Hangers: 1/2-inch (13-mm) steel tubing with swivel ball fittings and ceiling canopy. Finish same as luminaire.
- E. Wires: ASTM A 641/A 641 M, Class 3, soft temper, zinc-coated steel, 12 gage (2.68 mm).

- F. Rod Hangers: 3/16-inch (5-mm) minimum diameter, cadmium-plated, threaded steel rod.
- G. Hook Hangers: Integrated assembly matched to luminaire, line voltage, and equipment with threaded attachment, cord, and locking-type plug.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

- A. Comply with NECA 1.
- B. Install luminaires level, plumb, and square with ceilings and walls unless otherwise indicated.
- C. Install lamps in each luminaire.
- D. Supports: Sized and rated for luminaire weight.
- E. Flush-Mounted Luminaire Support: Secured to outlet box.
- F. Wall-Mounted Luminaire Support:
  - 1. Do not attach luminaires directly to gypsum board.
- G. Suspended Luminaire Support:
  - 1. Pendants and Rods: Where longer than 48 inches (1200 mm), brace to limit swinging.
  - 2. Stem-Mounted, Single-Unit Luminaires: Suspend with twin-stem hangers. Support with approved outlet box and accessories that hold stem and provide damping of luminaire oscillations. Support outlet box vertically to building structure using approved devices.
  - 3. Continuous Rows of Luminaires: Use tubing or stem for wiring at one point and tubing or rod, wire support for suspension for each unit length of luminaire chassis, including one at each end.
  - 4. Do not use ceiling grid as support for lay-in luminaires. Connect support wires or rods to building structure.
- H. Ceiling-Grid-Mounted Luminaires:
  - 1. Secure to any required outlet box.
  - 2. Secure luminaire using approved fasteners in a minimum of four locations, spaced near corners of luminaire.
- I. Comply with requirements in Section 260519 "Low-Voltage Electrical Power Conductors and Cables" for wiring connections.
- J. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

### 3.2 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:

1. Operational Test: After installing luminaires, switches, and accessories, and after electrical circuitry has been energized, test units to confirm proper operation.
  2. Test for Emergency Lighting: Interrupt power supply to demonstrate proper operation. Verify transfer from normal power to battery power and retransfer to normal.
- B. Luminaire will be considered defective if it does not pass operation tests and inspections.
- C. Prepare test and inspection reports.

END OF SECTION 265119

## SECTION 271500 – STRUCTURED CABLING SYSTEMS AND EQUIPMENT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary General Conditions of Specifications, apply to this Section.
- B. Requirements specified in all other sections of Division 26 & 27, but especially the following sections, apply to this Section.
  - 1. Division 26 Section "Identification for Electrical Systems" for labeling and identification of computer cabling network and equipment.

#### 1.2 SUMMARY

- A. The extent of the Building Cabling Network is shown on the drawings and is defined to include (but not by way of limitation), furnishing and installing all equipment, materials, labor and services, related work, and performing all operations necessary to install, inspect, and test the computer and telephone cabling systems in all locations as shown on the drawings and as follows:
  - 1. Building Structured Cabling System shall include all conduit, raceways, innerducts, sleeves, patch panels, equipment racks, j-hooks, supports and backboards whether specifically indicated or not, but required for the complete continuous cabling system that is fully operational based on the Owner's requirements.
  - 2. Provide and install Category 6, plenum rated, twisted pair cable, with both ends terminated, from patch panel management system in designated wiring closets to wall, floor, or ceiling outlets. Jacket color shall be as selected by the Owner.
  - 3. Provide and install Category 6 patch cords from the patch panels to the rack mounted hubs. Provide one patch cord for each patch panel jack. Jacket color shall be as selected by the Owner.
  - 4. Provide and install Category 6 plenum rated cabling for the telephone system, color shall be as selected by the Owner.
  - 5. Furnish and install computer cabling accessories and devices as herein specified and required for cabling continuity. These items include but not limited to cable terminations, connectors, couplers, hangers, brackets, mounting hardware and frame mountings, tie wraps, bushings, sleeves, fire-stop materials, tools and equipment necessary to complete the installation. System shall be grounded and all terminations shall be made per industry standards.
  - 6. Computer data and telephone shall be installed concealed in the walls from the typical jack location double gang backbox through a knockout with fiber bushing to prevent cable damage to above the finished ceiling. Route on J-hooks throughout the building and run at 90 degree angles / follow structure.
  - 7. Route cabling through powered furniture and make final terminations in furniture with Contractor provided data jacks.
  - 8. Provide double gang (duplex) backboxes with single gang faceplates for each of the new data/telephone jack locations, in new walls.

#### 1.3 SUBMITTALS

- A. Product Data: Submit manufacturer's product literature and installation instructions for

all cable, components and equipment prior to installation.

- B. Cabling Drawings: Submit 1/8" per foot scaled custom layout drawings including cable routing and calculations prepared pursuant to the requirements of the network configuration as listed in this section and shown on the drawings. These drawings, prepared by the cabling system installer must include ALL cable runs, equipment, and associated information for the project. The Owner will review cabling plans with their computer network personnel prior to approval for installation. Include project wiring diagrams showing all connections, cable routes, cable identification, and lengths. Include wiring closet diagrams. Do not exceed IEEE 802.3 Design Guidelines for cable length.
- C. Materials List: Submit a complete materials list including part number and quantity for each component.
- D. Installer Qualifications: Submit installer's qualifications as required in 1.4 below.
- E. Installation Instructions: Submit manufacturer's printed instructions for each product.
- F. Maintenance Instructions: Submit manufacturer's printed instructions for maintenance of installed work, including methods and frequency recommended for maintaining optimum condition under use conditions.
- G. Maintenance Data: Include data in Maintenance Manual specified in General and Supplementary General Conditions of Specifications.
- H. Reports: Submit cable and outlet test reports.

#### 1.4 QUALITY ASSURANCE

- A. Manufacturer's Qualifications: Firm (material producer) with not less than 5 years of production experience, whose published literature clearly indicates compliance of products with requirements of this section.
- B. Installer's Qualifications: Firms regularly engaged in the installation of computer network wiring and associated products, of types required and who have been installing same for satisfactory use in similar service for not less than 5 years. Installer shall be BICSI certified – submit qualifications for review and approval.
- C. Qualifications of Computer Network Cabling Detailer: The Cabling Detailer/Vendor must have a minimum of five years experience in the design and installation of the type of systems as described. The supplier/vendor must maintain a local service organization within a fifty (50) miles radius of the installation and shall maintain spare service replacement parts and accessories to insure minimal down time in the event of an equipment failure.
- D. Codes and Standards
  - 1. Electrical Code Compliance: Comply with applicable local code requirements of the authority having jurisdiction and NEC articles as applicable to installation, and construction of computer networks.
    - a. NEC Compliance: Comply with NEC requirements as applicable to construction, installation, and color-coding of both power type wires/cables, and control/signal transmission media.
    - b. UL Compliance: Comply with applicable requirements of UL Standards



- 83, 486A and 910. Provide transmission media products which are UL-listed and labeled.
- c. ASTM Compliance: comply with applicable requirements of ASTM B1, 2, 3, 8, 33, D-2219, and D-2220. provide copper conductors with conductivity of not less than 98% at 20-deg C (68-deg F).
  - d. IEEE Compliance: Comply with standard for Gigabit Ethernet.
  - e. FCC Compliance: Comply with U.S. Federal Communications Commission Class B standard for allowable radiation from network equipment and wiring.
  - f. FDDI Compliance: Comply with Fiber Distributed Data Interface (FDDI) standards.
  - g. Manufacturer's Requirements: Comply with the requirements of Owner's Computer Vendor networking design and connections.
  - h. BICSI & EIA/TIA standards.

## 1.5 DELIVERY, STORAGE AND HANDLING

- A. Deliver materials to project site in original factory wrappings and containers, clearly labeled with identification of manufacturer. Inspect equipment to ensure that no damage has occurred during shipment. Do not install damaged equipment; remove from site and replace damaged equipment with new.
- B. Store materials in original packages and containers, inside well-ventilated area protected from weather, moisture, soiling, extreme temperatures, humidity; laid flat, blocked off ground to prevent sagging and warping.
- C. Comply with instructions and recommendations of manufacturer for special delivery, storage, and handling requirements.

## 1.6 SEQUENCING AND SCHEDULING

- A. Sequence installation with other work to minimize possibility of damage and soiling during remainder of construction period. Continuously coordinate work schedules and other details with other trades and Owner's representative.

## 1.7 WARRANTY

- A. Warrant the Computer Network Cabling and associated equipment and design to be free from inherent mechanical and electrical defects and to operate to design specifications for a period of twenty (20) years from the date of installation and acceptance by the owner. All cables and connectors shall be by a single vendor or vendor's with an agreement to obtain the required warranty period.
- B. Warranty for the Local Sound System equipment and wiring shall be (2) two years from the date of substantial completion, as determined by the Architect.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following. Source Limitations: Obtain all products except twisted-pair and optical fiber cables through one source from a single manufacturer.
  - 1. Cable:
    - a. AMP Incorporated; a Tyco International Ltd. Company.
    - b. Belden Inc.; Electronics Division.
    - c. Berk-Tec (Basis of Design)
    - d. Brand-Rex Co.; Unit of BICC Cables Corp.
    - e. General Cable Corporation.
    - f. Lucent Technologies; Global Service Provider.
    - g. Superior Essex
  - 2. Terminal and Connector Components and Distribution Racks:
    - a. Legrand/Ortronics
    - b. Leviton
    - c. Hubbell

## 2.2 SYSTEM REQUIREMENTS

- A. General: Coordinate the features of materials and equipment so they form an integrated system. Match components and interconnections for optimum future performance.
- B. All cable installed in supply and return air plenum must be UL listed and approved for installation in supply and return air plenum.
- C. Expansion Capability: Unless otherwise indicated, provide spare conductor pairs in cables, positions in cross-connect and patch panels, and terminal strips to accommodate 20 percent future increase in active workstations.

## 2.3 MOUNTING ELEMENTS

- A. Raceways and Boxes: Comply with Division 26 Section "Raceways and Boxes for Electrical Systems".
- B. Backboards: 3/4-inch (19-mm), interior-grade, fire-retardant-treated plywood. Paint with 2 coats of UL723 rated intumescent fire retardant latex.

## 2.4 TWISTED-PAIR CABLES, CONNECTORS, AND TERMINAL EQUIPMENT

- A. Cables and Terminations: Listed as complying with Category 6 of TIA/EIA-568-B.
- B. Conductors: Solid copper.
- C. 6e Data Cabling: Berk-Tec CAT6e, LANmark-2000 Plenum Rated, Blue (Network), or approved equal.
- D. Telephone: Berk-Tec CAT6e, LANmark-2000 Plenum Rated, White (Voice), or approved equal.

- E. Wireless Access Points: Berk-Tec CAT6e, LANmark-2000 Plenum Rated, Blue (Network), or approved equal.
- F. UTP Cable: Comply with TIA/EIA-568-B. Four, thermoplastic-insulated, individually twisted pairs of conductors; No. 24 AWG (6e) and No. 23 AWG (6A), color-coded; enclosed in plenum rated jacket.
- G. UTP and STP Plenum Cable: Listed for use in air-handling spaces. Features are as specified for cables, conductors, UTP cable, and STP workstation cable except materials are modified as required for listing.
- H. UTP Cable Connecting Hardware: Comply with TIA/EIA-568-B. IDC type, using modules designed for punch-down caps or tools.
  - 1. IDC Terminal Block Modules: Integral with connector bodies, including plugs and jacks where indicated.
  - 2. IDC Connecting Hardware: Consistent throughout Project.
  - 3. Data Jacks: Leviton eXtreme Component Rated UTP QuickPort connectors, category 6, color to be determined, #: 61110-RXX.
  - 4. Telephone Jacks: Leviton eXtreme Component Rated UTP QuickPort connectors, category 6, color to be determined, #: 61110-RXX.
- I. Cross-Connect Panel: Modular array of IDC terminal blocks arranged to terminate building cables and permit interconnection between cables.
  - 1. Number of Terminals per Field: One for each conductor in assigned cables.
  - 2. Mounting: Rack.
- J. Category 6 Patch Panel: Modular panels housing multiple-numbered jack units with IDC-type connectors at each jack for permanent termination of pair groups of installed cables.
  - 1. Number of Jacks per Field: One for each four-pair conductor group of indicated cables, plus spares and blank positions adequate to satisfy specified expansion criteria.
  - 2. Mounting: Rack.
  - 3. Ratings: Category 6.
  - 4. Leviton 48 Port, 110/6 Module/Group, 8 Group Panel, CAT6 Gigabit, T568A/B, 3.5x19, vendor# 69586-U48.
- K. Jacks and Jack Assemblies for UTP Cable: Modular, color-coded, RJ-45 receptacle units with integral IDC-type terminals. Use keyed jacks for data service. Provide all new data jacks rated for Category 6 performance.
- L. UTP Patch Cords: Four-pair cables in 72-inch lengths, terminated with RJ-45 plug at each end. Use keyed plugs for data service. Provide patch cords for each data jack shown on the contract drawings, color shall be Yellow and match Category rating of patch panel.
- M. Workstation Outlets: Jack assemblies mounted in single or multigang faceplate as shown on the drawings.
  - 1. Faceplate: Thermoplastic with ID Window by Leviton.

- a. Single-Gang
  - 1-port, vendor # 42080-1WS
  - 2-port, vendor # 42080-2WS
  - 3-port, vendor # 42080-3WS
  - 4-port, vendor # 42080-4WS
  - 6-port, vendor # 42080-6WS
- b. Dual-Gang
  - 8-port, vendor # 42080-8WP
  - 12-port, vendor # 42080-12W

2. Mounting: Flush, unless otherwise indicated.

N. Telephone Wiring Blocks:

- 1. Provide rack mountable 110-style wiring blocks for termination of all new telephone cabling. Provide 96-pair Leviton #41DR6-1F4 for each building where new telephone cabling is being installed.

## 2.5 COMPUTER NETWORK EQUIPMENT IN WIRING CLOSETS AND NETWORK ROOMS:

A. Provide the following computer network system equipment:

- 1. Provide Category 6 rated modular patch panels with 48 standard ports/jacks per panel; quantities as required for the number of incoming cables into each MDF/IDF, plus 25% spare capacity.

## 2.6 CONNECTIONS

A. Ground equipment.

- 1. Install ground terminal at service location and connect according to Division 26 Section "Grounding and Bonding for Electrical Systems."
- 2. Tighten electrical connectors and terminals according to manufacturers published torque-tightening values. If manufacturers torque values are not indicated, use those specified in UL 486A and UL 486B.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and conditions under which the computer network cabling system is to be installed, and notify Owner in writing of conditions detrimental to proper completion of the work. Do not proceed with the work until unsatisfactory conditions have been corrected in a manner acceptable to Owner and Installer.

### 3.2 INSTALLATION OF COMPUTER BUILDING CABLING SYSTEM:

- A. Install system and components in accordance National Electrical Code, manufacturer's written instructions, with recognized industry practices, and ensure that system complies with requirements and serves intended purpose.

- B. Wiring Methods: Install the entire network wiring system in j-hooks, raceways and sleeves.
- C. Provide all additional sleeves, conduits and innerducts etc. which are required but not shown on the electrical drawings.
- D. Provide bushings on the cut end of all conduits to prevent cable damage.
- E. Provide a fiber optic connector on each end of every optic fiber strand, verify final connector type with Owner.
- F. Cables in conduits shall be securely held in place by an industry acceptable practice and installed with sufficient bending radius so as not to kink, shear or damage electrical conductors or optical fibers. Pulling tension shall be monitored with a dynamometer (tension gauge) to ensure that recommended tensile ratings are not exceeded.
- G. Ground all provided equipment.

### 3.3 LABELING

- A. All network cables will be labeled at both end and Faceplate jacks following the convention of xxx-y:  
xxx = Room Number (025, 123, 244, etc.)  
- = Network  
y = jack number in room (1,2,3,4,5,6, etc.)
- B. All phone cables will be labeled at both end and Faceplate jacks following the convention of bbb#c:  
bbb = Room Number (026, 133, 212, etc.)  
# = Phone  
c = Jack Number in Room (1,2,3,4,etc.)

### 3.4 TESTING

- A. Certification: Test all network outlets and equipment to the maximum specified performance capability. Provide a report listing each network and telephone outlet location and certify its satisfactory performance in compliance with the specifications.
- B. All UTP cabling will be certified to meet and or exceed the Category 6 specifications as set forth in TIA/EIA-568-B.2-1 using field testers. Certifications shall include the following parameters for each pair of each cable installed:
  1. Wire map (pin to pin connectivity)
  2. Length (in feet)
  3. Attenuation
  4. Near End Crosstalk (NEXT)
  5. Far End Crosstalk (FEXT)
  6. ELFEXT
  7. Attenuation/Crosstalk Ratio (ACR)
  8. Return Loss
  9. Propagation Delay
  10. Delay Skew

- C. All fiber optic cabling shall be tested based on a source/meter setup to report the loss through each fiber strand. Tests shall comply with FOTP-95. Submit written test results to the engineer for review & approval.
- D. Test equipment shall provide an electronic and printed record of these tests.
- E. Owner reserves the right to hire an independent testing company to spot check the test results. If the results vary more than 10% from the results provided by the Contractor, the Contractor will be required to prove his results are correct or retest the entire system.

### 3.5 IDENTIFICATION

- A. Cable Identification: Identify each cable and termination at both ends with the Owner's room number and the wiring cabinet or device to which connected. Bind all information in a three ring binder. Deliver cable book to owner and obtain receipt.

END OF SECTION 271500