
FREEPORT PUBLIC WORKS DEPT.

OFFICE RENOVATION

7 Hunter Road
Freeport, Maine

PROJECT MANUAL

Issued for Bid

December 16, 2024

Architect:
DAVID MATERO ARCHITECTURE
49 Centre Street
Bath, ME 04530
Phone: (207) 389-4278

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SECTION 000115

LIST OF DRAWING SHEETS

1.1 LIST OF DRAWINGS

- A. Drawings: Drawings consist of the Contract Drawings and other drawings listed on the Table of Contents page of the separately bound drawing set titled State of Maine Department of Transportation Fleet Services Break Room Addition, Augusta, Maine dated January 2024, as modified by subsequent Addenda and Contract modifications.
- B. List of Drawings: Drawings consist of the following Contract Drawings and other drawings of type indicated:
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DOCUMENT 001113 - ADVERTISEMENT FOR BIDS

1.1 PROJECT INFORMATION

- A. Notice to Bidders: Qualified bidders may submit bids for project as described in this Document. Submit bids according to the Instructions to Bidders.
- B. Project Identification: Freeport Public Works Offices.
 - 1. Project Location: 7 Hunter Street, Freeport, Maine.
- C. Owner: Freeport Public Works Department.
 - 1. Director of Public Works: Earl Gibson, 7 Hunter Street, Freeport, Maine. Telephone 207-865-4461.
- D. Architect: David Matero Architecture.
- E. Engineer: Bennett Engineering.
- F. Project Description: Project consists of build out at the existing mezzanine level for office space. Work includes metal stairs, metal framed partitions, painting, metal doors, metal frames, door hardware, acoustical ceilings, signage, fire protection and detection systems, electrical, and heating, ventilating, and air conditioning complete and ready for use and other Work indicated in the Contract Documents.
- G. Construction Contract: Bids will be received for the following Work:
 - 1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

- A. Owner will receive sealed lump sum bids until the bid time and date at the location given below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:
 - 1. Bid Date: February 12, 2025.
 - 2. Bid Time: 3:30 p.m., local time.
 - 3. Location: Freeport Public Works Offices, 7 Hunter Street, Freeport, Maine. Telephone 207-865-4461
- B. Bids will be thereafter publicly opened and read aloud.

1.3 BID SECURITY

- A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 MANDATORY PREBID MEETING

- A. A mandatory pre-bid meeting has been scheduled for Wednesday January 15 at 11am
 - 1. Location: 7 Hunter Street, Freeport, Maine. Telephone 207-865-4461
 - 2. Client: Earl Gibson, Architect: David Matero and Scott Sancomb

1.5 DOCUMENTS

- A. Online Procurement and Contracting Documents: Obtain access after January 13, 2022, by contacting Scott Sancomb, telephone 207-389-4278, E-MAIL scott@davidmatero.com. Documents will be provided to prime bidders only; only complete sets of documents will be issued.
- B. Copies of Addenda will be emailed.
- C. All telephone calls and correspondence in connection with this Project will be addressed to the office of the Architect, Attention: Scott Sancomb, David Matero Architecture, 49 Centre Street, Bath, Maine 04530. Telephone 207-389-4278, E-MAIL scott@davidmatero.com.

1.6 TIME OF COMPLETION

- A. Bidders shall begin the Work on receipt of the Notice to Proceed and shall complete the Work on or before August 1, 2025.
- B. Work will not be subject to liquidated damages.

1.7 BIDDER'S QUALIFICATIONS

- A. A 100% Performance Bond, separate 100% Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

1.8 NOTIFICATION

- A. This Advertisement for Bids document is issued by Earl Gibson, 7 Hunter Street, Freeport, Maine. Telephone 207-865-4461.

END OF DOCUMENT 001113

DOCUMENT 002113 - INSTRUCTIONS TO BIDDERS

1.1 INSTRUCTIONS TO BIDDERS

- A. AIA Document A701, "Instructions to Bidders," is hereby incorporated into the Procurement and Contracting Requirements by reference.
 - 1. A copy of AIA Document A701, "Instructions to Bidders," is bound in this Project Manual.
- B. The Owner is exempt from the payment of State Sales Taxes. The Owner will provide a Tax ID number to the awarded Contractor.

END OF DOCUMENT 002113

Instructions to Bidders

for the following Project:

(Name, location, and detailed description)

«[Freeport Public Works Department Office Renovation](#) »

«[7 Hunter Street](#) »

«[Freeport, ME](#) »

Project consists of build out at the existing mezzanine level for office space. Work includes metal framed partitions, painting, metal doors, metal frames, door hardware, acoustical ceilings, signage, fire protection and detection systems, electrical, and heating, ventilating, and air conditioning complete and ready for use and other Work indicated in the Contract Documents.

THE OWNER:

(Name, legal status, address, and other information)

«[Director of Public Works: Earl Gibson](#) »»»

«[7 Hunter Street](#) »

«[Freeport, Maine](#) »

«[207-865-4461](#) »

THE ARCHITECT:

(Name, legal status, address, and other information)

«[David Matero Architecture; David Matero, AIA](#) »»»

«[49 Centre Street](#) »

«[Bath, ME 04530](#) »

«[207-389-4278](#) »

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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.

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

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612™-2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.



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ARTICLE 1 DEFINITIONS

§ 1.1 Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- .1 the Bidder has read and understands the Bidding Documents;
- .2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- .3 the Bid complies with the Bidding Documents;
- .4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- .5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- .6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)

«Obtain access by contacting Scott Sancomb, telephone 207-389-4278, email scott@davidmatero.com. PDF documents will be provided to prime bidders only, only complete sets of documents will be issued. »

§ 3.1.2 Any required deposit shall be refunded to Bidders who submit a bona fide Bid and return the paper Bidding Documents in good condition within ten days after receipt of Bids. The cost to replace missing or damaged paper documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)

« [All telephone calls and correspondence in connection with this Project shall be addressed to the office of the Architect, David Matero Architecture, 49 Centre St, Bath, ME 04530, telephone 207-389-4278, attention Scott Sancomb, email \[scott@davidmatero.com\]\(mailto:scott@davidmatero.com\)](#) »

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3.5 No substitutions will be considered after the Contract award unless specifically provided for in the Contract Documents.

§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)

[«Addenda will be emailed to bidders list »](#)

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter “No Change” or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder’s refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent’s authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

(Insert the form and amount of bid security.)

[«five \(5\) percent »](#)

§ 4.2.2 The Bidder pledges to enter into a Contract with the Owner on the terms stated in the Bid and shall, if required, furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid

security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning **»** days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

«Owner will receive sealed lump sum bids until the bid time and date at the following location:

Freeport Public Works Offices

7 Hunter Street

Freeport, ME **»**

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:

(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)

« »

ARTICLE 5 CONSIDERATION OF BIDS

§ 5.1 Opening of Bids

If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Qualification Statement

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner's Financial Capability

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

- .1 a designation of the Work to be performed with the Bidder's own forces;
- .2 names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
- .3 names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

ARTICLE 7 PERFORMANCE BOND AND PAYMENT BOND

§ 7.1 Bond Requirements

§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.

(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)

« »

§ 7.2 Time of Delivery and Form of Bonds

§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

- .1 AIA Document A101TM–2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.

(Insert the complete AIA Document number, including year, and Document title.)

« »

- .2 AIA Document A101TM–2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.

(Insert the complete AIA Document number, including year, and Document title.)

« »

- .3 AIA Document A201TM–2017, General Conditions of the Contract for Construction, unless otherwise stated below.

(Insert the complete AIA Document number, including year, and Document title.)

« »

- .4 Building Information Modeling Exhibit, if completed:

« N/A »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda:

Number	Date	Pages

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[«N/A »] AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below:
(Insert the date of the E204-2017.)

« »

[«N/A »] The Sustainability Plan:

Title	Date	Pages

[« »] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents listed below:

(List here any additional documents that are intended to form part of the Proposed Contract Documents.)

« »

DOCUMENT 004113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: _____.
- B. Project Name: Freeport Public Works Offices.
- C. Project Location: 7 Hunter Street, Freeport, Maine.
- D. Owner: Freeport Public Works Department.
- E. Architect: David Matero Architecture.
- F. Engineer: Bennett Engineering.

1.2 CERTIFICATIONS AND BASE BID

- A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by David Matero Architecture and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment and services, including all scheduled allowances, necessary to complete the construction of the above-named project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. _____ Dollars (\$_____).

- B. In submitting this Bid, BIDDER represents, as more fully set forth in the Agreement, that:

- 1. This Bid will remain subject to acceptance for 30 days after the day of Bid opening.
- 2. Alternates will remain subject to acceptance for 60 days after the day of Bid opening.
- 3. The Owner has the right to reject this Bid.
- 4. BIDDER will sign and submit the Agreement with the Bonds and other documents required by the Bidding Requirements within 15 days after the date of OWNER'S Notice of Award.
- 5. BIDDER has examined copies of the Bidding Documents.
- 6. BIDDER has visited the site and become familiar with the general, local and site conditions.
- 7. BIDDER is familiar with federal, state, and local laws and regulations.
- 8. BIDDER has correlated the information known to BIDDER, information and observations obtained from visits to the site, reports and drawings identified in the Bidding Documents and additional examination, investigations, explorations, tests, studies and data with the Bidding Documents.
- 9. This Bid is genuine and not made in the interest of or on behalf of an undisclosed person, firm or corporation and is not submitted in conformity with an agreements or rules of a group, association, organization or corporations; BIDDER has not directly or indirectly

induced or solicited another Bidder to submit a false or sham Bid; BIDDER has not solicited or induced a person, firm or corporation to refrain from bidding; and BIDDER has not sought by collusion to obtain for itself an advantage over another BIDDER or over OWNER.

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. _____ Dollars (\$ _____).

B. In the event Owner does not offer Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 TIME OF COMPLETION

A. The undersigned Bidder proposes and agrees hereby to commence the Work of the Contract Documents on a date specified in a written Notice to Proceed to be issued by Architect, and shall fully complete the Work on or before August 1, 2025.

1.5 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated _____.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.
4. Addendum No. 4, dated _____.

1.6 ALTERNATES

A. Alternate No. 1:

B. Alternate No. 2:

1.7 SUBMISSION OF BID

A. Respectfully submitted this _____ day of _____, 2025.

B. Submitted By: _____ (Name of bidding firm or corporation).

C. Authorized Signature: _____ (Handwritten signature).

D. Signed By: _____ (Type or print name).

E. Title: _____ (Owner/Partner/President/Vice President).

F. Witnessed By: _____ (Handwritten signature).

G. Attest: _____ (Handwritten signature).

H. By: _____ (Type or print name).

I. Title: _____ (Corporate Secretary or Assistant Secretary).

J. Street Address: _____.

K. City, State, Zip: _____.

L. Phone: _____.

M. License No.: _____.

N. Federal ID No.: _____ (Affix Corporate Seal Here).

END OF DOCUMENT 004113

DOCUMENT 005000 – CONTRACTING FORMS AND SUPPLEMENTS

PART 1 - GENERAL

1.1 AGREEMENT AND CONDITIONS OF THE CONTRACT

1.2 AGREEMENT AND CONDITIONS OF THE CONTRACT

- A. See Section 005213 for the Agreement form to be executed.
- B. See Section 007213 for the General Conditions.
- C. See Section 007300 for the Supplementary Conditions.
- D. The Agreement is based on AIA A101.
- E. The General Conditions are based on AIA A201.

1.3 FORMS

- A. Use the following forms for the specified purposes unless otherwise indicated elsewhere in the Contract Documents.
- B. Preconstruction Forms:
 - 1. Form of Performance Bond and Labor and Material Bond: AIA Document A312, "Performance Bond and Payment Bond."
- C. Post-Award Certificates and Other Forms:
 - 1. Schedule of Values Form: AIA G703.
 - 2. Application for Payment Form: AIA G702 and G703.
- D. Clarification and Modification Forms:
 - 1. Supplemental Instruction Form: AIA G710.
 - 2. Construction Change Directive Form: AIA G714.
 - 3. Change Order Form: AIA G701.
- E. Closeout Forms:
 - 1. Certificate of Substantial Completion Form: AIA G704.

1.4 REFERENCE STANDARDS

- A. AIA A101 - Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum; 2007.
- B. AIA A201 - General Conditions of the Contract for Construction; 2007.

- C. AIA G701 - Change Order; 2001.
- D. AIA G702 - Application and Certificate for Payment; 1992.
- E. AIA G703 - Continuation Sheet; 1992.
- F. AIA G704 - Certificate of Substantial Completion; 2000.
- G. AIA G710 - Architect's Supplemental Instructions; 1992.
- H. AIA G714 - Construction Change Directive; 2007.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF DOCUMENT 005000

DOCUMENT 005213 – AGREEMENT FORM A101

PART 1 - GENERAL

1.1 FORM OF AGREEMENT

1.2 The Agreement to be executed is attached following this page.

1.3 RELATED REQUIREMENTS

- A. Section 007200 - General Conditions.
- B. Section 007300 - Supplementary Conditions.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF DOCUMENT 005213

DRAFT AIA® Document A101® - 2017

Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AGREEMENT made as of the « » day of « » in the year « »
(In words, indicate day, month and year.)

BETWEEN the Owner:
(Name, legal status, address and other information)

«[Director of Public Works, Earl Gibson](#) »« »
«[Freeport Public Works](#) »
«[7 Hunter Street](#) »
«[Freeport, ME](#) »

and the Contractor:
(Name, legal status, address and other information)

« »« »
« »
« »
« »

for the following Project:
(Name, location and detailed description)

«[Freeport Public Works Office Renovation](#) »
«[7 Hunter Street](#) »
«[Freeport, ME](#) »

The Architect:
(Name, legal status, address and other information)

«[David Matero Architecture, David Matero, AIA](#) »« »
«[49 Centre St](#) »
«[Bath, ME](#) »
« »

The Owner and Contractor agree as follows.

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.

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

The parties should complete A101®-2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®-2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.



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TABLE OF ARTICLES

- 1 THE CONTRACT DOCUMENTS
- 2 THE WORK OF THIS CONTRACT
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 CONTRACT SUM
- 5 PAYMENTS
- 6 DISPUTE RESOLUTION
- 7 TERMINATION OR SUSPENSION
- 8 MISCELLANEOUS PROVISIONS
- 9 ENUMERATION OF CONTRACT DOCUMENTS

EXHIBIT A INSURANCE AND BONDS

ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

(Check one of the following boxes.)

[« »] The date of this Agreement.

[« »] A date set forth in a notice to proceed issued by the Owner.

[« »] Established as follows:

(Insert a date or a means to determine the date of commencement of the Work.)

[« »]

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

§ 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

(Check one of the following boxes and complete the necessary information.)

[« »] Not later than « » (« ») calendar days from the date of commencement of the Work.

[« »] By the following date: « »

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be « » (\$ « »), subject to additions and deductions as provided in the Contract Documents.

§ 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum:

Item	Price

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement.

(Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance

§ 4.3 Allowances, if any, included in the Contract Sum:

(Identify each allowance.)

Item	Price

§ 4.4 Unit prices, if any:

(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)

§ 4.5 Liquidated damages, if any:

(Insert terms and conditions for liquidated damages, if any.)

« »

§ 4.6 Other:

(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

« »

ARTICLE 5 PAYMENTS

§ 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

« »

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the « » day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the « » day of the « » month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than « » (« ») days after the Architect receives the Application for Payment.

(Federal, state or local laws may require payment within a certain period of time.)

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

§ 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)

« »

§ 5.1.7.1.1 The following items are not subject to retainage:

(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

« »

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:

(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

« »

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:

(Insert any other conditions for release of retainage upon Substantial Completion.)

« »

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner's prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

§ 5.2 Final Payment

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor's responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner's final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect's final Certificate for Payment, or as follows:

« »

§ 5.3 Interest

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

(Insert rate of interest agreed upon, if any.)

« » % « »

ARTICLE 6 DISPUTE RESOLUTION

§ 6.1 Initial Decision Maker

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.

(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

« »

« »

« »
« »

§ 6.2 Binding Dispute Resolution

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

(Check the appropriate box.)

Arbitration pursuant to Section 15.4 of AIA Document A201–2017

Litigation in a court of competent jurisdiction

Other (Specify)

« »

If the Owner and Contractor do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, Claims will be resolved by litigation in a court of competent jurisdiction.

ARTICLE 7 TERMINATION OR SUSPENSION

§ 7.1 The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

§ 7.1.1 If the Contract is terminated for the Owner's convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:

(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner's convenience.)

« »

§ 7.2 The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

ARTICLE 8 MISCELLANEOUS PROVISIONS

§ 8.1 Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

§ 8.2 The Owner's representative:

(Name, address, email address, and other information)

« »
« »
« »
« »
« »
« »

§ 8.3 The Contractor's representative:

(Name, address, email address, and other information)

« »
« »
« »
« »
« »
« »

§ 8.4 Neither the Owner's nor the Contractor's representative shall be changed without ten days' prior notice to the other party.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201–2017, may be given in accordance with a building information modeling exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with a building information modeling exhibit, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)

« »

§ 8.7 Other provisions:

« »

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 Building information modeling exhibit, dated as indicated below:

(Insert the date of the building information modeling exhibit incorporated into this Agreement.)

«N/A »

.5 Drawings

Number	Title	Date

.6 Specifications

Section	Title	Date	Pages

.7 Addenda, if any:

Number	Date	Pages

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

.8 Other Exhibits:

(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

[« »] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:

(Insert the date of the E204-2017 incorporated into this Agreement.)

« »

[« **N/A** »] The Sustainability Plan:

Title	Date	Pages

[« »] Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages

.9 Other documents, if any, listed below:

(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™-2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor's bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)

« »

This Agreement entered into as of the day and year first written above.

OWNER (*Signature*)

« »« »

(Printed name and title)

CONTRACTOR (*Signature*)

« »« »

(Printed name and title)

DOCUMENT 007213 – GENERAL CONDITIONS A201

PART 1 - GENERAL

1.1 FORM OF AGREEMENT

1.2 The General Conditions to be executed is attached following this page.

1.3 RELATED REQUIREMENTS

- A. Section 005213 – Agreement AIA A101.
- B. Section 007300 - Supplementary Conditions.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF DOCUMENT 007213

General Conditions of the Contract for Construction

for the following PROJECT:

(Name and location or address)

«[Freeport Public Works Office Renovation](#) »
«[7 Hunter Street](#)
[Freeport, ME](#) »

THE OWNER:

(Name, legal status and address)

«[Director of Public Works, Earl Gibson](#) »« »
«[7 Hunter Street](#)
[Freeport, ME](#) »

THE ARCHITECT:

(Name, legal status and address)

«[David Matero Architecture, David Matero, AIA](#) »« »
«[49 Centre St](#)
[Bath, ME 04530](#) »

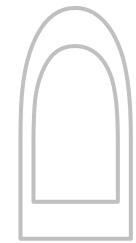
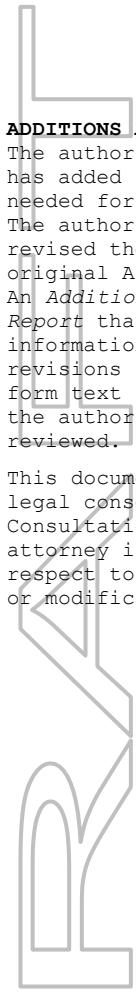
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ADDITIONS AND DELETIONS:

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.

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ARTICLE 1 GENERAL PROVISIONS

§ 1.1 BASIC DEFINITIONS

§ 1.1.1 THE CONTRACT DOCUMENTS

The Contract Documents are enumerated in the Agreement between the Owner and Contractor (hereinafter the Agreement) and consist of the Agreement, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, Addenda issued prior to execution of the Contract, other documents listed in the Agreement and Modifications issued after execution of the Contract. A Modification is (1) a written amendment to the Contract signed by both parties, (2) a Change Order, (3) a Construction Change Directive or (4) a written order for a minor change in the Work issued by the Architect. Unless specifically enumerated in the Agreement, the Contract Documents do not include the advertisement or invitation to bid, Instructions to Bidders, sample forms, other information furnished by the Owner in anticipation of receiving bids or proposals, the Contractor's bid or proposal, or portions of Addenda relating to bidding requirements.

§ 1.1.2 THE CONTRACT

The Contract Documents form the Contract for Construction. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations or agreements, either written or oral. The Contract may be amended or modified only by a Modification. The Contract Documents shall not be construed to create a contractual relationship of any kind (1) between the Contractor and the Architect or the Architect's consultants, (2) between the Owner and a Subcontractor or a Sub-subcontractor, (3) between the Owner and the Architect or the Architect's consultants or (4) between any persons or entities other than the Owner and the Contractor. The Architect shall, however, be entitled to performance and enforcement of obligations under the Contract intended to facilitate performance of the Architect's duties.

§ 1.1.3 THE WORK

The term "Work" means the construction and services required by the Contract Documents, whether completed or partially completed, and includes all other labor, materials, equipment and services provided or to be provided by the Contractor to fulfill the Contractor's obligations. The Work may constitute the whole or a part of the Project.

§ 1.1.4 THE PROJECT

The Project is the total construction of which the Work performed under the Contract Documents may be the whole or a part and which may include construction by the Owner and by separate contractors.

§ 1.1.5 THE DRAWINGS

The Drawings are the graphic and pictorial portions of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules and diagrams.

§ 1.1.6 THE SPECIFICATIONS

The Specifications are that portion of the Contract Documents consisting of the written requirements for materials, equipment, systems, standards and workmanship for the Work, and performance of related services.

§ 1.1.7 INSTRUMENTS OF SERVICE

Instruments of Service are representations, in any medium of expression now known or later developed, of the tangible and intangible creative work performed by the Architect and the Architect's consultants under their respective professional services agreements. Instruments of Service may include, without limitation, studies, surveys, models, sketches, drawings, specifications, and other similar materials.

§ 1.1.8 INITIAL DECISION MAKER

The Initial Decision Maker is the person identified in the Agreement to render initial decisions on Claims in accordance with Section 15.2 and certify termination of the Agreement under Section 14.2.2.

§ 1.2 CORRELATION AND INTENT OF THE CONTRACT DOCUMENTS

§ 1.2.1 The intent of the Contract Documents is to include all items necessary for the proper execution and completion of the Work by the Contractor. The Contract Documents are complementary, and what is required by one shall be as binding as if required by all; performance by the Contractor shall be required only to the extent consistent with the Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

§ 1.2.2 Organization of the Specifications into divisions, sections and articles, and arrangement of Drawings shall not control the Contractor in dividing the Work among Subcontractors or in establishing the extent of Work to be performed by any trade.

§ 1.2.3 Unless otherwise stated in the Contract Documents, words that have well-known technical or construction industry meanings are used in the Contract Documents in accordance with such recognized meanings.

§ 1.3 CAPITALIZATION

Terms capitalized in these General Conditions include those that are (1) specifically defined, (2) the titles of numbered articles or (3) the titles of other documents published by the American Institute of Architects.

§ 1.4 INTERPRETATION

In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

§ 1.5 OWNERSHIP AND USE OF DRAWINGS, SPECIFICATIONS AND OTHER INSTRUMENTS OF SERVICE

§ 1.5.1 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and will retain all common law, statutory and other reserved rights, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers shall not own or claim a copyright in the Instruments of Service. Submittal or distribution to meet official regulatory requirements or for other purposes in connection with this Project is not to be construed as publication in derogation of the Architect's or Architect's consultants' reserved rights.

§ 1.5.2 The Contractor, Subcontractors, Sub-subcontractors and material or equipment suppliers are authorized to use and reproduce the Instruments of Service provided to them solely and exclusively for execution of the Work. All copies made under this authorization shall bear the copyright notice, if any, shown on the Instruments of Service. The Contractor, Subcontractors, Sub-subcontractors, and material or equipment suppliers may not use the Instruments of Service on other projects or for additions to this Project outside the scope of the Work without the specific written consent of the Owner, Architect and the Architect's consultants.

§ 1.6 TRANSMISSION OF DATA IN DIGITAL FORM

If the parties intend to transmit Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions, unless otherwise already provided in the Agreement or the Contract Documents.

ARTICLE 2 OWNER

§ 2.1 GENERAL

§ 2.1.1 The Owner is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Owner shall designate in writing a representative who shall have express authority to bind the Owner with respect to all matters requiring the Owner's approval or authorization. Except as otherwise provided in Section 4.2.1, the Architect does not have such authority. The term "Owner" means the Owner or the Owner's authorized representative.

§ 2.1.2 The Owner shall furnish to the Contractor within fifteen days after receipt of a written request, information necessary and relevant for the Contractor to evaluate, give notice of or enforce mechanic's lien rights. Such information shall include a correct statement of the record legal title to the property on which the Project is located, usually referred to as the site, and the Owner's interest therein.

§ 2.2 INFORMATION AND SERVICES REQUIRED OF THE OWNER

§ 2.2.1 Prior to commencement of the Work, the Contractor may request in writing that the Owner provide reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. Thereafter, the Contractor may only request such evidence if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) a change in the Work materially changes the Contract Sum; or (3) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due. The Owner shall furnish such evidence as a condition precedent to commencement or continuation of the Work or

the portion of the Work affected by a material change. After the Owner furnishes the evidence, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

§ 2.2.2 Except for permits and fees that are the responsibility of the Contractor under the Contract Documents, including those required under Section 3.7.1, the Owner shall secure and pay for necessary approvals, easements, assessments and charges required for construction, use or occupancy of permanent structures or for permanent changes in existing facilities.

§ 2.2.3 The Owner shall furnish surveys describing physical characteristics, legal limitations and utility locations for the site of the Project, and a legal description of the site. The Contractor shall be entitled to rely on the accuracy of information furnished by the Owner but shall exercise proper precautions relating to the safe performance of the Work.

§ 2.2.4 The Owner shall furnish information or services required of the Owner by the Contract Documents with reasonable promptness. The Owner shall also furnish any other information or services under the Owner's control and relevant to the Contractor's performance of the Work with reasonable promptness after receiving the Contractor's written request for such information or services.

§ 2.2.5 Unless otherwise provided in the Contract Documents, the Owner shall furnish to the Contractor one copy of the Contract Documents for purposes of making reproductions pursuant to Section 1.5.2.

§ 2.3 OWNER'S RIGHT TO STOP THE WORK

If the Contractor fails to correct Work that is not in accordance with the requirements of the Contract Documents as required by Section 12.2 or repeatedly fails to carry out Work in accordance with the Contract Documents, the Owner may issue a written order to the Contractor to stop the Work, or any portion thereof, until the cause for such order has been eliminated; however, the right of the Owner to stop the Work shall not give rise to a duty on the part of the Owner to exercise this right for the benefit of the Contractor or any other person or entity, except to the extent required by Section 6.1.3.

§ 2.4 OWNER'S RIGHT TO CARRY OUT THE WORK

If the Contractor defaults or neglects to carry out the Work in accordance with the Contract Documents and fails within a ten-day period after receipt of written notice from the Owner to commence and continue correction of such default or neglect with diligence and promptness, the Owner may, without prejudice to other remedies the Owner may have, correct such deficiencies. In such case an appropriate Change Order shall be issued deducting from payments then or thereafter due the Contractor the reasonable cost of correcting such deficiencies, including Owner's expenses and compensation for the Architect's additional services made necessary by such default, neglect or failure. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect. If payments then or thereafter due the Contractor are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner.

ARTICLE 3 CONTRACTOR

§ 3.1 GENERAL

§ 3.1.1 The Contractor is the person or entity identified as such in the Agreement and is referred to throughout the Contract Documents as if singular in number. The Contractor shall be lawfully licensed, if required in the jurisdiction where the Project is located. The Contractor shall designate in writing a representative who shall have express authority to bind the Contractor with respect to all matters under this Contract. The term "Contractor" means the Contractor or the Contractor's authorized representative.

§ 3.1.2 The Contractor shall perform the Work in accordance with the Contract Documents.

§ 3.1.3 The Contractor shall not be relieved of obligations to perform the Work in accordance with the Contract Documents either by activities or duties of the Architect in the Architect's administration of the Contract, or by tests, inspections or approvals required or performed by persons or entities other than the Contractor.

§ 3.2 REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS BY CONTRACTOR

§ 3.2.1 Execution of the Contract by the Contractor is a representation that the Contractor has visited the site, become generally familiar with local conditions under which the Work is to be performed and correlated personal observations with requirements of the Contract Documents.

§ 3.2.2 Because the Contract Documents are complementary, the Contractor shall, before starting each portion of the Work, carefully study and compare the various Contract Documents relative to that portion of the Work, as well as the information furnished by the Owner pursuant to Section 2.2.3, shall take field measurements of any existing conditions related to that portion of the Work, and shall observe any conditions at the site affecting it. These obligations are for the purpose of facilitating coordination and construction by the Contractor and are not for the purpose of discovering errors, omissions, or inconsistencies in the Contract Documents; however, the Contractor shall promptly report to the Architect any errors, inconsistencies or omissions discovered by or made known to the Contractor as a request for information in such form as the Architect may require. It is recognized that the Contractor's review is made in the Contractor's capacity as a contractor and not as a licensed design professional, unless otherwise specifically provided in the Contract Documents.

§ 3.2.3 The Contractor is not required to ascertain that the Contract Documents are in accordance with applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, but the Contractor shall promptly report to the Architect any nonconformity discovered by or made known to the Contractor as a request for information in such form as the Architect may require.

§ 3.2.4 If the Contractor believes that additional cost or time is involved because of clarifications or instructions the Architect issues in response to the Contractor's notices or requests for information pursuant to Sections 3.2.2 or 3.2.3, the Contractor shall make Claims as provided in Article 15. If the Contractor fails to perform the obligations of Sections 3.2.2 or 3.2.3, the Contractor shall pay such costs and damages to the Owner as would have been avoided if the Contractor had performed such obligations. If the Contractor performs those obligations, the Contractor shall not be liable to the Owner or Architect for damages resulting from errors, inconsistencies or omissions in the Contract Documents, for differences between field measurements or conditions and the Contract Documents, or for nonconformities of the Contract Documents to applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities.

§ 3.3 SUPERVISION AND CONSTRUCTION PROCEDURES

§ 3.3.1 The Contractor shall supervise and direct the Work, using the Contractor's best skill and attention. The Contractor shall be solely responsible for, and have control over, construction means, methods, techniques, sequences and procedures and for coordinating all portions of the Work under the Contract, unless the Contract Documents give other specific instructions concerning these matters. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences or procedures, the Contractor shall evaluate the jobsite safety thereof and, except as stated below, shall be fully and solely responsible for the jobsite safety of such means, methods, techniques, sequences or procedures. If the Contractor determines that such means, methods, techniques, sequences or procedures may not be safe, the Contractor shall give timely written notice to the Owner and Architect and shall not proceed with that portion of the Work without further written instructions from the Architect. If the Contractor is then instructed to proceed with the required means, methods, techniques, sequences or procedures without acceptance of changes proposed by the Contractor, the Owner shall be solely responsible for any loss or damage arising solely from those Owner-required means, methods, techniques, sequences or procedures.

§ 3.3.2 The Contractor shall be responsible to the Owner for acts and omissions of the Contractor's employees, Subcontractors and their agents and employees, and other persons or entities performing portions of the Work for, or on behalf of, the Contractor or any of its Subcontractors.

§ 3.3.3 The Contractor shall be responsible for inspection of portions of Work already performed to determine that such portions are in proper condition to receive subsequent Work.

§ 3.4 LABOR AND MATERIALS

§ 3.4.1 Unless otherwise provided in the Contract Documents, the Contractor shall provide and pay for labor, materials, equipment, tools, construction equipment and machinery, water, heat, utilities, transportation, and other

facilities and services necessary for proper execution and completion of the Work, whether temporary or permanent and whether or not incorporated or to be incorporated in the Work.

§ 3.4.2 Except in the case of minor changes in the Work authorized by the Architect in accordance with Sections 3.12.8 or 7.4, the Contractor may make substitutions only with the consent of the Owner, after evaluation by the Architect and in accordance with a Change Order or Construction Change Directive.

§ 3.4.3 The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Work. The Contractor shall not permit employment of unfit persons or persons not properly skilled in tasks assigned to them.

§ 3.5 WARRANTY

The Contractor warrants to the Owner and Architect that materials and equipment furnished under the Contract will be of good quality and new unless the Contract Documents require or permit otherwise. The Contractor further warrants that the Work will conform to the requirements of the Contract Documents and will be free from defects, except for those inherent in the quality of the Work the Contract Documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the Work not executed by the Contractor, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage. If required by the Architect, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment.

§ 3.6 TAXES

The Contractor shall pay sales, consumer, use and similar taxes for the Work provided by the Contractor that are legally enacted when bids are received or negotiations concluded, whether or not yet effective or merely scheduled to go into effect.

§ 3.7 PERMITS, FEES, NOTICES AND COMPLIANCE WITH LAWS

§ 3.7.1 Unless otherwise provided in the Contract Documents, the Contractor shall secure and pay for the building permit as well as for other permits, fees, licenses, and inspections by government agencies necessary for proper execution and completion of the Work that are customarily secured after execution of the Contract and legally required at the time bids are received or negotiations concluded.

§ 3.7.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities applicable to performance of the Work.

§ 3.7.3 If the Contractor performs Work knowing it to be contrary to applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of public authorities, the Contractor shall assume appropriate responsibility for such Work and shall bear the costs attributable to correction.

§ 3.7.4 Concealed or Unknown Conditions. If the Contractor encounters conditions at the site that are (1) subsurface or otherwise concealed physical conditions that differ materially from those indicated in the Contract Documents or (2) unknown physical conditions of an unusual nature, that differ materially from those ordinarily found to exist and generally recognized as inherent in construction activities of the character provided for in the Contract Documents, the Contractor shall promptly provide notice to the Owner and the Architect before conditions are disturbed and in no event later than 21 days after first observance of the conditions. The Architect will promptly investigate such conditions and, if the Architect determines that they differ materially and cause an increase or decrease in the Contractor's cost of, or time required for, performance of any part of the Work, will recommend an equitable adjustment in the Contract Sum or Contract Time, or both. If the Architect determines that the conditions at the site are not materially different from those indicated in the Contract Documents and that no change in the terms of the Contract is justified, the Architect shall promptly notify the Owner and Contractor in writing, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may proceed as provided in Article 15.

§ 3.7.5 If, in the course of the Work, the Contractor encounters human remains or recognizes the existence of burial markers, archaeological sites or wetlands not indicated in the Contract Documents, the Contractor shall immediately suspend any operations that would affect them and shall notify the Owner and Architect. Upon receipt of such notice, the Owner shall promptly take any action necessary to obtain governmental authorization required to resume

the operations. The Contractor shall continue to suspend such operations until otherwise instructed by the Owner but shall continue with all other operations that do not affect those remains or features. Requests for adjustments in the Contract Sum and Contract Time arising from the existence of such remains or features may be made as provided in Article 15.

§ 3.8 ALLOWANCES

§ 3.8.1 The Contractor shall include in the Contract Sum all allowances stated in the Contract Documents. Items covered by allowances shall be supplied for such amounts and by such persons or entities as the Owner may direct, but the Contractor shall not be required to employ persons or entities to whom the Contractor has reasonable objection.

§ 3.8.2 Unless otherwise provided in the Contract Documents,

- .1 Allowances shall cover the cost to the Contractor of materials and equipment delivered at the site and all required taxes, less applicable trade discounts;
- .2 Contractor's costs for unloading and handling at the site, labor, installation costs, overhead, profit and other expenses contemplated for stated allowance amounts shall be included in the Contract Sum but not in the allowances; and
- .3 Whenever costs are more than or less than allowances, the Contract Sum shall be adjusted accordingly by Change Order. The amount of the Change Order shall reflect (1) the difference between actual costs and the allowances under Section 3.8.2.1 and (2) changes in Contractor's costs under Section 3.8.2.2.

§ 3.8.3 Materials and equipment under an allowance shall be selected by the Owner with reasonable promptness.

§ 3.9 SUPERINTENDENT

§ 3.9.1 The Contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the Project site during performance of the Work. The superintendent shall represent the Contractor, and communications given to the superintendent shall be as binding as if given to the Contractor.

§ 3.9.2 The Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the name and qualifications of a proposed superintendent. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to the proposed superintendent or (2) that the Architect requires additional time to review. Failure of the Architect to reply within the 14 day period shall constitute notice of no reasonable objection.

§ 3.9.3 The Contractor shall not employ a proposed superintendent to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not change the superintendent without the Owner's consent, which shall not unreasonably be withheld or delayed.

§ 3.10 CONTRACTOR'S CONSTRUCTION SCHEDULES

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall prepare and submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall not exceed time limits current under the Contract Documents, shall be revised at appropriate intervals as required by the conditions of the Work and Project, shall be related to the entire Project to the extent required by the Contract Documents, and shall provide for expeditious and practicable execution of the Work.

§ 3.10.2 The Contractor shall prepare a submittal schedule, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, and shall submit the schedule(s) for the Architect's approval. The Architect's approval shall not unreasonably be delayed or withheld. The submittal schedule shall (1) be coordinated with the Contractor's construction schedule, and (2) allow the Architect reasonable time to review submittals. If the Contractor fails to submit a submittal schedule, the Contractor shall not be entitled to any increase in Contract Sum or extension of Contract Time based on the time required for review of submittals.

§ 3.10.3 The Contractor shall perform the Work in general accordance with the most recent schedules submitted to the Owner and Architect.

§ 3.11 DOCUMENTS AND SAMPLES AT THE SITE

The Contractor shall maintain at the site for the Owner one copy of the Drawings, Specifications, Addenda, Change Orders and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and one copy of approved Shop Drawings, Product Data, Samples and similar required submittals. These shall be available to the Architect and shall be delivered to the Architect for submittal to the Owner upon completion of the Work as a record of the Work as constructed.

§ 3.12 SHOP DRAWINGS, PRODUCT DATA AND SAMPLES

§ 3.12.1 Shop Drawings are drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, Sub-subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

§ 3.12.2 Product Data are illustrations, standard schedules, performance charts, instructions, brochures, diagrams and other information furnished by the Contractor to illustrate materials or equipment for some portion of the Work.

§ 3.12.3 Samples are physical examples that illustrate materials, equipment or workmanship and establish standards by which the Work will be judged.

§ 3.12.4 Shop Drawings, Product Data, Samples and similar submittals are not Contract Documents. Their purpose is to demonstrate the way by which the Contractor proposes to conform to the information given and the design concept expressed in the Contract Documents for those portions of the Work for which the Contract Documents require submittals. Review by the Architect is subject to the limitations of Section 4.2.7. Informational submittals upon which the Architect is not expected to take responsive action may be so identified in the Contract Documents. Submittals that are not required by the Contract Documents may be returned by the Architect without action.

§ 3.12.5 The Contractor shall review for compliance with the Contract Documents, approve and submit to the Architect Shop Drawings, Product Data, Samples and similar submittals required by the Contract Documents in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness and in such sequence as to cause no delay in the Work or in the activities of the Owner or of separate contractors.

§ 3.12.6 By submitting Shop Drawings, Product Data, Samples and similar submittals, the Contractor represents to the Owner and Architect that the Contractor has (1) reviewed and approved them, (2) determined and verified materials, field measurements and field construction criteria related thereto, or will do so and (3) checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.

§ 3.12.7 The Contractor shall perform no portion of the Work for which the Contract Documents require submittal and review of Shop Drawings, Product Data, Samples or similar submittals until the respective submittal has been approved by the Architect.

§ 3.12.8 The Work shall be in accordance with approved submittals except that the Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and (1) the Architect has given written approval to the specific deviation as a minor change in the Work, or (2) a Change Order or Construction Change Directive has been issued authorizing the deviation. The Contractor shall not be relieved of responsibility for errors or omissions in Shop Drawings, Product Data, Samples or similar submittals by the Architect's approval thereof.

§ 3.12.9 The Contractor shall direct specific attention, in writing or on resubmitted Shop Drawings, Product Data, Samples or similar submittals, to revisions other than those requested by the Architect on previous submittals. In the absence of such written notice, the Architect's approval of a resubmission shall not apply to such revisions.

§ 3.12.10 The Contractor shall not be required to provide professional services that constitute the practice of architecture or engineering unless such services are specifically required by the Contract Documents for a portion of the Work or unless the Contractor needs to provide such services in order to carry out the Contractor's responsibilities for construction means, methods, techniques, sequences and procedures. The Contractor shall not be

required to provide professional services in violation of applicable law. If professional design services or certifications by a design professional related to systems, materials or equipment are specifically required of the Contractor by the Contract Documents, the Owner and the Architect will specify all performance and design criteria that such services must satisfy. The Contractor shall cause such services or certifications to be provided by a properly licensed design professional, whose signature and seal shall appear on all drawings, calculations, specifications, certifications, Shop Drawings and other submittals prepared by such professional. Shop Drawings and other submittals related to the Work designed or certified by such professional, if prepared by others, shall bear such professional's written approval when submitted to the Architect. The Owner and the Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor all performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review, approve or take other appropriate action on submittals only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Contractor shall not be responsible for the adequacy of the performance and design criteria specified in the Contract Documents.

§ 3.13 USE OF SITE

The Contractor shall confine operations at the site to areas permitted by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities and the Contract Documents and shall not unreasonably encumber the site with materials or equipment.

§ 3.14 CUTTING AND PATCHING

§ 3.14.1 The Contractor shall be responsible for cutting, fitting or patching required to complete the Work or to make its parts fit together properly. All areas requiring cutting, fitting and patching shall be restored to the condition existing prior to the cutting, fitting and patching, unless otherwise required by the Contract Documents.

§ 3.14.2 The Contractor shall not damage or endanger a portion of the Work or fully or partially completed construction of the Owner or separate contractors by cutting, patching or otherwise altering such construction, or by excavation. The Contractor shall not cut or otherwise alter such construction by the Owner or a separate contractor except with written consent of the Owner and of such separate contractor; such consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold from the Owner or a separate contractor the Contractor's consent to cutting or otherwise altering the Work.

§ 3.15 CLEANING UP

§ 3.15.1 The Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under the Contract. At completion of the Work, the Contractor shall remove waste materials, rubbish, the Contractor's tools, construction equipment, machinery and surplus materials from and about the Project.

§ 3.15.2 If the Contractor fails to clean up as provided in the Contract Documents, the Owner may do so and Owner shall be entitled to reimbursement from the Contractor.

§ 3.16 ACCESS TO WORK

The Contractor shall provide the Owner and Architect access to the Work in preparation and progress wherever located.

§ 3.17 ROYALTIES, PATENTS AND COPYRIGHTS

The Contractor shall pay all royalties and license fees. The Contractor shall defend suits or claims for infringement of copyrights and patent rights and shall hold the Owner and Architect harmless from loss on account thereof, but shall not be responsible for such defense or loss when a particular design, process or product of a particular manufacturer or manufacturers is required by the Contract Documents, or where the copyright violations are contained in Drawings, Specifications or other documents prepared by the Owner or Architect. However, if the Contractor has reason to believe that the required design, process or product is an infringement of a copyright or a patent, the Contractor shall be responsible for such loss unless such information is promptly furnished to the Architect.

§ 3.18 INDEMNIFICATION

§ 3.18.1 To the fullest extent permitted by law the Contractor shall indemnify and hold harmless the Owner, Architect, Architect's consultants, and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), but only to the extent caused by the negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether or not such claim, damage, loss or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity that would otherwise exist as to a party or person described in this Section 3.18.

§ 3.18.2 In claims against any person or entity indemnified under this Section 3.18 by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, the indemnification obligation under Section 3.18.1 shall not be limited by a limitation on amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workers' compensation acts, disability benefit acts or other employee benefit acts.

ARTICLE 4 ARCHITECT

§ 4.1 GENERAL

§ 4.1.1 The Owner shall retain an architect lawfully licensed to practice architecture or an entity lawfully practicing architecture in the jurisdiction where the Project is located. That person or entity is identified as the Architect in the Agreement and is referred to throughout the Contract Documents as if singular in number.

§ 4.1.2 Duties, responsibilities and limitations of authority of the Architect as set forth in the Contract Documents shall not be restricted, modified or extended without written consent of the Owner, Contractor and Architect. Consent shall not be unreasonably withheld.

§ 4.1.3 If the employment of the Architect is terminated, the Owner shall employ a successor architect as to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

§ 4.2 ADMINISTRATION OF THE CONTRACT

§ 4.2.1 The Architect will provide administration of the Contract as described in the Contract Documents and will be an Owner's representative during construction until the date the Architect issues the final Certificate for Payment. The Architect will have authority to act on behalf of the Owner only to the extent provided in the Contract Documents.

§ 4.2.2 The Architect will visit the site at intervals appropriate to the stage of construction, or as otherwise agreed with the Owner, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine in general if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect will not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. The Architect will not have control over, charge of, or responsibility for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the Work, since these are solely the Contractor's rights and responsibilities under the Contract Documents, except as provided in Section 3.3.1.

§ 4.2.3 On the basis of the site visits, the Architect will keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work. The Architect will not be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect will not have control over or charge of and will not be responsible for acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons or entities performing portions of the Work.

§ 4.2.4 COMMUNICATIONS FACILITATING CONTRACT ADMINISTRATION

Except as otherwise provided in the Contract Documents or when direct communications have been specially authorized, the Owner and Contractor shall endeavor to communicate with each other through the Architect about matters arising out of or relating to the Contract. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and material suppliers shall be through the Contractor. Communications by and with separate contractors shall be through the Owner.

§ 4.2.5 Based on the Architect's evaluations of the Contractor's Applications for Payment, the Architect will review and certify the amounts due the Contractor and will issue Certificates for Payment in such amounts.

§ 4.2.6 The Architect has authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect will have authority to require inspection or testing of the Work in accordance with Sections 13.5.2 and 13.5.3, whether or not such Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, material and equipment suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 4.2.7 The Architect will review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect's action will be taken in accordance with the submittal schedule approved by the Architect or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time in the Architect's professional judgment to permit adequate review. Review of such submittals is not conducted for the purpose of determining the accuracy and completeness of other details such as dimensions and quantities, or for substantiating instructions for installation or performance of equipment or systems, all of which remain the responsibility of the Contractor as required by the Contract Documents. The Architect's review of the Contractor's submittals shall not relieve the Contractor of the obligations under Sections 3.3, 3.5 and 3.12. The Architect's review shall not constitute approval of safety precautions or, unless otherwise specifically stated by the Architect, of any construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 4.2.8 The Architect will prepare Change Orders and Construction Change Directives, and may authorize minor changes in the Work as provided in Section 7.4. The Architect will investigate and make determinations and recommendations regarding concealed and unknown conditions as provided in Section 3.7.4.

§ 4.2.9 The Architect will conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion pursuant to Section 9.8; receive and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract and assembled by the Contractor pursuant to Section 9.10; and issue a final Certificate for Payment pursuant to Section 9.10.

§ 4.2.10 If the Owner and Architect agree, the Architect will provide one or more project representatives to assist in carrying out the Architect's responsibilities at the site. The duties, responsibilities and limitations of authority of such project representatives shall be as set forth in an exhibit to be incorporated in the Contract Documents.

§ 4.2.11 The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 4.2.12 Interpretations and decisions of the Architect will be consistent with the intent of, and reasonably inferable from, the Contract Documents and will be in writing or in the form of drawings. When making such interpretations and decisions, the Architect will endeavor to secure faithful performance by both Owner and Contractor, will not show partiality to either and will not be liable for results of interpretations or decisions rendered in good faith.

§ 4.2.13 The Architect's decisions on matters relating to aesthetic effect will be final if consistent with the intent expressed in the Contract Documents.

§ 4.2.14 The Architect will review and respond to requests for information about the Contract Documents. The Architect's response to such requests will be made in writing within any time limits agreed upon or otherwise with reasonable promptness. If appropriate, the Architect will prepare and issue supplemental Drawings and Specifications in response to the requests for information.

ARTICLE 5 SUBCONTRACTORS

§ 5.1 DEFINITIONS

§ 5.1.1 A Subcontractor is a person or entity who has a direct contract with the Contractor to perform a portion of the Work at the site. The term "Subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Subcontractor or an authorized representative of the Subcontractor. The term "Subcontractor" does not include a separate contractor or subcontractors of a separate contractor.

§ 5.1.2 A Sub-subcontractor is a person or entity who has a direct or indirect contract with a Subcontractor to perform a portion of the Work at the site. The term "Sub-subcontractor" is referred to throughout the Contract Documents as if singular in number and means a Sub-subcontractor or an authorized representative of the Sub-subcontractor.

§ 5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE WORK

§ 5.2.1 Unless otherwise stated in the Contract Documents or the bidding requirements, the Contractor, as soon as practicable after award of the Contract, shall furnish in writing to the Owner through the Architect the names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for each principal portion of the Work. The Architect may reply within 14 days to the Contractor in writing stating (1) whether the Owner or the Architect has reasonable objection to any such proposed person or entity or (2) that the Architect requires additional time for review. Failure of the Owner or Architect to reply within the 14-day period shall constitute notice of no reasonable objection.

§ 5.2.2 The Contractor shall not contract with a proposed person or entity to whom the Owner or Architect has made reasonable and timely objection. The Contractor shall not be required to contract with anyone to whom the Contractor has made reasonable objection.

§ 5.2.3 If the Owner or Architect has reasonable objection to a person or entity proposed by the Contractor, the Contractor shall propose another to whom the Owner or Architect has no reasonable objection. If the proposed but rejected Subcontractor was reasonably capable of performing the Work, the Contract Sum and Contract Time shall be increased or decreased by the difference, if any, occasioned by such change, and an appropriate Change Order shall be issued before commencement of the substitute Subcontractor's Work. However, no increase in the Contract Sum or Contract Time shall be allowed for such change unless the Contractor has acted promptly and responsively in submitting names as required.

§ 5.2.4 The Contractor shall not substitute a Subcontractor, person or entity previously selected if the Owner or Architect makes reasonable objection to such substitution.

§ 5.3 SUBCONTRACTUAL RELATIONS

By appropriate agreement, written where legally required for validity, the Contractor shall require each Subcontractor, to the extent of the Work to be performed by the Subcontractor, to be bound to the Contractor by terms of the Contract Documents, and to assume toward the Contractor all the obligations and responsibilities, including the responsibility for safety of the Subcontractor's Work, which the Contractor, by these Documents, assumes toward the Owner and Architect. Each subcontract agreement shall preserve and protect the rights of the Owner and Architect under the Contract Documents with respect to the Work to be performed by the Subcontractor so that subcontracting thereof will not prejudice such rights, and shall allow to the Subcontractor, unless specifically provided otherwise in the subcontract agreement, the benefit of all rights, remedies and redress against the Contractor that the Contractor, by the Contract Documents, has against the Owner. Where appropriate, the Contractor shall require each Subcontractor to enter into similar agreements with Sub-subcontractors. The Contractor shall make available to each proposed Subcontractor, prior to the execution of the subcontract agreement, copies of the Contract Documents to which the Subcontractor will be bound, and, upon written request of the Subcontractor, identify to the Subcontractor terms and conditions of the proposed subcontract agreement that may

be at variance with the Contract Documents. Subcontractors will similarly make copies of applicable portions of such documents available to their respective proposed Sub-subcontractors.

§ 5.4 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

§ 5.4.1 Each subcontract agreement for a portion of the Work is assigned by the Contractor to the Owner, provided that

- .1 assignment is effective only after termination of the Contract by the Owner for cause pursuant to Section 14.2 and only for those subcontract agreements that the Owner accepts by notifying the Subcontractor and Contractor in writing; and
- .2 assignment is subject to the prior rights of the surety, if any, obligated under bond relating to the Contract.

When the Owner accepts the assignment of a subcontract agreement, the Owner assumes the Contractor's rights and obligations under the subcontract.

§ 5.4.2 Upon such assignment, if the Work has been suspended for more than 30 days, the Subcontractor's compensation shall be equitably adjusted for increases in cost resulting from the suspension.

§ 5.4.3 Upon such assignment to the Owner under this Section 5.4, the Owner may further assign the subcontract to a successor contractor or other entity. If the Owner assigns the subcontract to a successor contractor or other entity, the Owner shall nevertheless remain legally responsible for all of the successor contractor's obligations under the subcontract.

ARTICLE 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS

§ 6.1 OWNER'S RIGHT TO PERFORM CONSTRUCTION AND TO AWARD SEPARATE CONTRACTS

§ 6.1.1 The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and to award separate contracts in connection with other portions of the Project or other construction or operations on the site under Conditions of the Contract identical or substantially similar to these including those portions related to insurance and waiver of subrogation. If the Contractor claims that delay or additional cost is involved because of such action by the Owner, the Contractor shall make such Claim as provided in Article 15.

§ 6.1.2 When separate contracts are awarded for different portions of the Project or other construction or operations on the site, the term "Contractor" in the Contract Documents in each case shall mean the Contractor who executes each separate Owner-Contractor Agreement.

§ 6.1.3 The Owner shall provide for coordination of the activities of the Owner's own forces and of each separate contractor with the Work of the Contractor, who shall cooperate with them. The Contractor shall participate with other separate contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to the construction schedule deemed necessary after a joint review and mutual agreement. The construction schedules shall then constitute the schedules to be used by the Contractor, separate contractors and the Owner until subsequently revised.

§ 6.1.4 Unless otherwise provided in the Contract Documents, when the Owner performs construction or operations related to the Project with the Owner's own forces, the Owner shall be deemed to be subject to the same obligations and to have the same rights that apply to the Contractor under the Conditions of the Contract, including, without excluding others, those stated in Article 3, this Article 6 and Articles 10, 11 and 12.

§ 6.2 MUTUAL RESPONSIBILITY

§ 6.2.1 The Contractor shall afford the Owner and separate contractors reasonable opportunity for introduction and storage of their materials and equipment and performance of their activities, and shall connect and coordinate the Contractor's construction and operations with theirs as required by the Contract Documents.

§ 6.2.2 If part of the Contractor's Work depends for proper execution or results upon construction or operations by the Owner or a separate contractor, the Contractor shall, prior to proceeding with that portion of the Work, promptly report to the Architect apparent discrepancies or defects in such other construction that would render it unsuitable for such proper execution and results. Failure of the Contractor so to report shall constitute an acknowledgment that

the Owner's or separate contractor's completed or partially completed construction is fit and proper to receive the Contractor's Work, except as to defects not then reasonably discoverable.

§ 6.2.3 The Contractor shall reimburse the Owner for costs the Owner incurs that are payable to a separate contractor because of the Contractor's delays, improperly timed activities or defective construction. The Owner shall be responsible to the Contractor for costs the Contractor incurs because of a separate contractor's delays, improperly timed activities, damage to the Work or defective construction.

§ 6.2.4 The Contractor shall promptly remedy damage the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or separate contractors as provided in Section 10.2.5.

§ 6.2.5 The Owner and each separate contractor shall have the same responsibilities for cutting and patching as are described for the Contractor in Section 3.14.

§ 6.3 OWNER'S RIGHT TO CLEAN UP

If a dispute arises among the Contractor, separate contractors and the Owner as to the responsibility under their respective contracts for maintaining the premises and surrounding area free from waste materials and rubbish, the Owner may clean up and the Architect will allocate the cost among those responsible.

ARTICLE 7 CHANGES IN THE WORK

§ 7.1 GENERAL

§ 7.1.1 Changes in the Work may be accomplished after execution of the Contract, and without invalidating the Contract, by Change Order, Construction Change Directive or order for a minor change in the Work, subject to the limitations stated in this Article 7 and elsewhere in the Contract Documents.

§ 7.1.2 A Change Order shall be based upon agreement among the Owner, Contractor and Architect; a Construction Change Directive requires agreement by the Owner and Architect and may or may not be agreed to by the Contractor; an order for a minor change in the Work may be issued by the Architect alone.

§ 7.1.3 Changes in the Work shall be performed under applicable provisions of the Contract Documents, and the Contractor shall proceed promptly, unless otherwise provided in the Change Order, Construction Change Directive or order for a minor change in the Work.

§ 7.2 CHANGE ORDERS

§ 7.2.1 A Change Order is a written instrument prepared by the Architect and signed by the Owner, Contractor and Architect stating their agreement upon all of the following:

- .1 The change in the Work;
- .2 The amount of the adjustment, if any, in the Contract Sum; and
- .3 The extent of the adjustment, if any, in the Contract Time.

§ 7.3 CONSTRUCTION CHANGE DIRECTIVES

§ 7.3.1 A Construction Change Directive is a written order prepared by the Architect and signed by the Owner and Architect, directing a change in the Work prior to agreement on adjustment, if any, in the Contract Sum or Contract Time, or both. The Owner may by Construction Change Directive, without invalidating the Contract, order changes in the Work within the general scope of the Contract consisting of additions, deletions or other revisions, the Contract Sum and Contract Time being adjusted accordingly.

§ 7.3.2 A Construction Change Directive shall be used in the absence of total agreement on the terms of a Change Order.

§ 7.3.3 If the Construction Change Directive provides for an adjustment to the Contract Sum, the adjustment shall be based on one of the following methods:

- .1 Mutual acceptance of a lump sum properly itemized and supported by sufficient substantiating data to permit evaluation;
- .2 Unit prices stated in the Contract Documents or subsequently agreed upon;
- .3 Cost to be determined in a manner agreed upon by the parties and a mutually acceptable fixed or percentage fee; or

.4 As provided in Section 7.3.7.

§ 7.3.4 If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed in a proposed Change Order or Construction Change Directive so that application of such unit prices to quantities of Work proposed will cause substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

§ 7.3.5 Upon receipt of a Construction Change Directive, the Contractor shall promptly proceed with the change in the Work involved and advise the Architect of the Contractor's agreement or disagreement with the method, if any, provided in the Construction Change Directive for determining the proposed adjustment in the Contract Sum or Contract Time.

§ 7.3.6 A Construction Change Directive signed by the Contractor indicates the Contractor's agreement therewith, including adjustment in Contract Sum and Contract Time or the method for determining them. Such agreement shall be effective immediately and shall be recorded as a Change Order.

§ 7.3.7 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine the method and the adjustment on the basis of reasonable expenditures and savings of those performing the Work attributable to the change, including, in case of an increase in the Contract Sum, an amount for overhead and profit as set forth in the Agreement, or if no such amount is set forth in the Agreement, a reasonable amount. In such case, and also under Section 7.3.3.3, the Contractor shall keep and present, in such form as the Architect may prescribe, an itemized accounting together with appropriate supporting data. Unless otherwise provided in the Contract Documents, costs for the purposes of this Section 7.3.7 shall be limited to the following:

- .1 Costs of labor, including social security, old age and unemployment insurance, fringe benefits required by agreement or custom, and workers' compensation insurance;
- .2 Costs of materials, supplies and equipment, including cost of transportation, whether incorporated or consumed;
- .3 Rental costs of machinery and equipment, exclusive of hand tools, whether rented from the Contractor or others;
- .4 Costs of premiums for all bonds and insurance, permit fees, and sales, use or similar taxes related to the Work; and
- .5 Additional costs of supervision and field office personnel directly attributable to the change.

§ 7.3.8 The amount of credit to be allowed by the Contractor to the Owner for a deletion or change that results in a net decrease in the Contract Sum shall be actual net cost as confirmed by the Architect. When both additions and credits covering related Work or substitutions are involved in a change, the allowance for overhead and profit shall be figured on the basis of net increase, if any, with respect to that change.

§ 7.3.9 Pending final determination of the total cost of a Construction Change Directive to the Owner, the Contractor may request payment for Work completed under the Construction Change Directive in Applications for Payment. The Architect will make an interim determination for purposes of monthly certification for payment for those costs and certify for payment the amount that the Architect determines, in the Architect's professional judgment, to be reasonably justified. The Architect's interim determination of cost shall adjust the Contract Sum on the same basis as a Change Order, subject to the right of either party to disagree and assert a Claim in accordance with Article 15.

§ 7.3.10 When the Owner and Contractor agree with a determination made by the Architect concerning the adjustments in the Contract Sum and Contract Time, or otherwise reach agreement upon the adjustments, such agreement shall be effective immediately and the Architect will prepare a Change Order. Change Orders may be issued for all or any part of a Construction Change Directive.

§ 7.4 MINOR CHANGES IN THE WORK

The Architect has authority to order minor changes in the Work not involving adjustment in the Contract Sum or extension of the Contract Time and not inconsistent with the intent of the Contract Documents. Such changes will be effected by written order signed by the Architect and shall be binding on the Owner and Contractor.

ARTICLE 8 TIME

§ 8.1 DEFINITIONS

§ 8.1.1 Unless otherwise provided, Contract Time is the period of time, including authorized adjustments, allotted in the Contract Documents for Substantial Completion of the Work.

§ 8.1.2 The date of commencement of the Work is the date established in the Agreement.

§ 8.1.3 The date of Substantial Completion is the date certified by the Architect in accordance with Section 9.8.

§ 8.1.4 The term "day" as used in the Contract Documents shall mean calendar day unless otherwise specifically defined.

§ 8.2 PROGRESS AND COMPLETION

§ 8.2.1 Time limits stated in the Contract Documents are of the essence of the Contract. By executing the Agreement the Contractor confirms that the Contract Time is a reasonable period for performing the Work.

§ 8.2.2 The Contractor shall not knowingly, except by agreement or instruction of the Owner in writing, prematurely commence operations on the site or elsewhere prior to the effective date of insurance required by Article 11 to be furnished by the Contractor and Owner. The date of commencement of the Work shall not be changed by the effective date of such insurance.

§ 8.2.3 The Contractor shall proceed expeditiously with adequate forces and shall achieve Substantial Completion within the Contract Time.

§ 8.3 DELAYS AND EXTENSIONS OF TIME

§ 8.3.1 If the Contractor is delayed at any time in the commencement or progress of the Work by an act or neglect of the Owner or Architect, or of an employee of either, or of a separate contractor employed by the Owner; or by changes ordered in the Work; or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties or other causes beyond the Contractor's control; or by delay authorized by the Owner pending mediation and arbitration; or by other causes that the Architect determines may justify delay, then the Contract Time shall be extended by Change Order for such reasonable time as the Architect may determine.

§ 8.3.2 Claims relating to time shall be made in accordance with applicable provisions of Article 15.

§ 8.3.3 This Section 8.3 does not preclude recovery of damages for delay by either party under other provisions of the Contract Documents.

ARTICLE 9 PAYMENTS AND COMPLETION

§ 9.1 CONTRACT SUM

The Contract Sum is stated in the Agreement and, including authorized adjustments, is the total amount payable by the Owner to the Contractor for performance of the Work under the Contract Documents.

§ 9.2 SCHEDULE OF VALUES

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit to the Architect, before the first Application for Payment, a schedule of values allocating the entire Contract Sum to the various portions of the Work and prepared in such form and supported by such data to substantiate its accuracy as the Architect may require. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 9.3 APPLICATIONS FOR PAYMENT

§ 9.3.1 At least ten days before the date established for each progress payment, the Contractor shall submit to the Architect an itemized Application for Payment prepared in accordance with the schedule of values, if required under Section 9.2, for completed portions of the Work. Such application shall be notarized, if required, and supported by such data substantiating the Contractor's right to payment as the Owner or Architect may require, such as copies of requisitions from Subcontractors and material suppliers, and shall reflect retainage if provided for in the Contract Documents.

§ 9.3.1.1 As provided in Section 7.3.9, such applications may include requests for payment on account of changes in the Work that have been properly authorized by Construction Change Directives, or by interim determinations of the Architect, but not yet included in Change Orders.

§ 9.3.1.2 Applications for Payment shall not include requests for payment for portions of the Work for which the Contractor does not intend to pay a Subcontractor or material supplier, unless such Work has been performed by others whom the Contractor intends to pay.

§ 9.3.2 Unless otherwise provided in the Contract Documents, payments shall be made on account of materials and equipment delivered and suitably stored at the site for subsequent incorporation in the Work. If approved in advance by the Owner, payment may similarly be made for materials and equipment suitably stored off the site at a location agreed upon in writing. Payment for materials and equipment stored on or off the site shall be conditioned upon compliance by the Contractor with procedures satisfactory to the Owner to establish the Owner's title to such materials and equipment or otherwise protect the Owner's interest, and shall include the costs of applicable insurance, storage and transportation to the site for such materials and equipment stored off the site.

§ 9.3.3 The Contractor warrants that title to all Work covered by an Application for Payment will pass to the Owner no later than the time of payment. The Contractor further warrants that upon submittal of an Application for Payment all Work for which Certificates for Payment have been previously issued and payments received from the Owner shall, to the best of the Contractor's knowledge, information and belief, be free and clear of liens, claims, security interests or encumbrances in favor of the Contractor, Subcontractors, material suppliers, or other persons or entities making a claim by reason of having provided labor, materials and equipment relating to the Work.

§ 9.4 CERTIFICATES FOR PAYMENT

§ 9.4.1 The Architect will, within seven days after receipt of the Contractor's Application for Payment, either issue to the Owner a Certificate for Payment, with a copy to the Contractor, for such amount as the Architect determines is properly due, or notify the Contractor and Owner in writing of the Architect's reasons for withholding certification in whole or in part as provided in Section 9.5.1.

§ 9.4.2 The issuance of a Certificate for Payment will constitute a representation by the Architect to the Owner, based on the Architect's evaluation of the Work and the data comprising the Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, to results of subsequent tests and inspections, to correction of minor deviations from the Contract Documents prior to completion and to specific qualifications expressed by the Architect. The issuance of a Certificate for Payment will further constitute a representation that the Contractor is entitled to payment in the amount certified. However, the issuance of a Certificate for Payment will not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and material suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) made examination to ascertain how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 9.5 DECISIONS TO WITHHOLD CERTIFICATION

§ 9.5.1 The Architect may withhold a Certificate for Payment in whole or in part, to the extent reasonably necessary to protect the Owner, if in the Architect's opinion the representations to the Owner required by Section 9.4.2 cannot be made. If the Architect is unable to certify payment in the amount of the Application, the Architect will notify the Contractor and Owner as provided in Section 9.4.1. If the Contractor and Architect cannot agree on a revised amount, the Architect will promptly issue a Certificate for Payment for the amount for which the Architect is able to make such representations to the Owner. The Architect may also withhold a Certificate for Payment or, because of subsequently discovered evidence, may nullify the whole or a part of a Certificate for Payment previously issued, to such extent as may be necessary in the Architect's opinion to protect the Owner from loss for which the Contractor is responsible, including loss resulting from acts and omissions described in Section 3.3.2, because of

- .1 defective Work not remedied;
- .2 third party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the Owner is provided by the Contractor;

- .3 failure of the Contractor to make payments properly to Subcontractors or for labor, materials or equipment;
- .4 reasonable evidence that the Work cannot be completed for the unpaid balance of the Contract Sum;
- .5 damage to the Owner or a separate contractor;
- .6 reasonable evidence that the Work will not be completed within the Contract Time, and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or
- .7 repeated failure to carry out the Work in accordance with the Contract Documents.

§ 9.5.2 When the above reasons for withholding certification are removed, certification will be made for amounts previously withheld.

§ 9.5.3 If the Architect withholds certification for payment under Section 9.5.1.3, the Owner may, at its sole option, issue joint checks to the Contractor and to any Subcontractor or material or equipment suppliers to whom the Contractor failed to make payment for Work properly performed or material or equipment suitably delivered. If the Owner makes payments by joint check, the Owner shall notify the Architect and the Architect will reflect such payment on the next Certificate for Payment.

§ 9.6 PROGRESS PAYMENTS

§ 9.6.1 After the Architect has issued a Certificate for Payment, the Owner shall make payment in the manner and within the time provided in the Contract Documents, and shall so notify the Architect.

§ 9.6.2 The Contractor shall pay each Subcontractor no later than seven days after receipt of payment from the Owner the amount to which the Subcontractor is entitled, reflecting percentages actually retained from payments to the Contractor on account of the Subcontractor's portion of the Work. The Contractor shall, by appropriate agreement with each Subcontractor, require each Subcontractor to make payments to Sub-subcontractors in a similar manner.

§ 9.6.3 The Architect will, on request, furnish to a Subcontractor, if practicable, information regarding percentages of completion or amounts applied for by the Contractor and action taken thereon by the Architect and Owner on account of portions of the Work done by such Subcontractor.

§ 9.6.4 The Owner has the right to request written evidence from the Contractor that the Contractor has properly paid Subcontractors and material and equipment suppliers amounts paid by the Owner to the Contractor for subcontracted Work. If the Contractor fails to furnish such evidence within seven days, the Owner shall have the right to contact Subcontractors to ascertain whether they have been properly paid. Neither the Owner nor Architect shall have an obligation to pay or to see to the payment of money to a Subcontractor, except as may otherwise be required by law.

§ 9.6.5 Contractor payments to material and equipment suppliers shall be treated in a manner similar to that provided in Sections 9.6.2, 9.6.3 and 9.6.4.

§ 9.6.6 A Certificate for Payment, a progress payment, or partial or entire use or occupancy of the Project by the Owner shall not constitute acceptance of Work not in accordance with the Contract Documents.

§ 9.6.7 Unless the Contractor provides the Owner with a payment bond in the full penal sum of the Contract Sum, payments received by the Contractor for Work properly performed by Subcontractors and suppliers shall be held by the Contractor for those Subcontractors or suppliers who performed Work or furnished materials, or both, under contract with the Contractor for which payment was made by the Owner. Nothing contained herein shall require money to be placed in a separate account and not commingled with money of the Contractor, shall create any fiduciary liability or tort liability on the part of the Contractor for breach of trust or shall entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

§ 9.7 FAILURE OF PAYMENT

If the Architect does not issue a Certificate for Payment, through no fault of the Contractor, within seven days after receipt of the Contractor's Application for Payment, or if the Owner does not pay the Contractor within seven days after the date established in the Contract Documents the amount certified by the Architect or awarded by binding

dispute resolution, then the Contractor may, upon seven additional days' written notice to the Owner and Architect, stop the Work until payment of the amount owing has been received. The Contract Time shall be extended appropriately and the Contract Sum shall be increased by the amount of the Contractor's reasonable costs of shutdown, delay and start-up, plus interest as provided for in the Contract Documents.

§ 9.8 SUBSTANTIAL COMPLETION

§ 9.8.1 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 that the Owner can occupy or utilize the Work for its intended use.

§ 9.8.2 When the Contractor considers that the Work, or a portion thereof which the Owner agrees to accept separately, is substantially complete, the Contractor shall prepare and submit to the Architect a comprehensive list of items to be completed or corrected prior to final payment. Failure to include an item on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

§ 9.8.3 Upon receipt of the Contractor's list, the Architect will make an inspection to determine whether the Work or designated portion thereof is substantially complete. If the Architect's inspection discloses any item, whether or not included on the Contractor's list, which is not sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work or designated portion thereof for its intended use, the Contractor shall, before issuance of the Certificate of Substantial Completion, complete or correct such item upon notification by the Architect. In such case, the Contractor shall then submit a request for another inspection by the Architect to determine Substantial Completion.

§ 9.8.4 When the Work or designated portion thereof is substantially complete, the Architect will prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, shall establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance, and shall fix the time within which the Contractor shall finish all items on the list accompanying the Certificate. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

§ 9.8.5 The Certificate of Substantial Completion shall be submitted to the Owner and Contractor for their written acceptance of responsibilities assigned to them in such Certificate. Upon such acceptance and consent of surety, if any, the Owner shall make payment of retainage applying to such Work or designated portion thereof. Such payment shall be adjusted for Work that is incomplete or not in accordance with the requirements of the Contract Documents.

§ 9.9 PARTIAL OCCUPANCY OR USE

§ 9.9.1 The Owner may occupy or use any completed or partially completed portion of the Work at any stage when such portion is designated by separate agreement with the Contractor, provided such occupancy or use is consented to by the insurer as required under Section 11.3.1.5 and authorized by public authorities having jurisdiction over the Project. Such partial occupancy or use may commence whether or not the portion is substantially complete, provided the Owner and Contractor have accepted in writing the responsibilities assigned to each of them for payments, retainage, if any, security, maintenance, heat, utilities, damage to the Work and insurance, and have agreed in writing concerning the period for correction of the Work and commencement of warranties required by the Contract Documents. When the Contractor considers a portion substantially complete, the Contractor shall prepare and submit a list to the Architect as provided under Section 9.8.2. Consent of the Contractor to partial occupancy or use shall not be unreasonably withheld. The stage of the progress of the Work shall be determined by written agreement between the Owner and Contractor or, if no agreement is reached, by decision of the Architect.

§ 9.9.2 Immediately prior to such partial occupancy or use, the Owner, Contractor and Architect shall jointly inspect the area to be occupied or portion of the Work to be used in order to determine and record the condition of the Work.

§ 9.9.3 Unless otherwise agreed upon, partial occupancy or use of a portion or portions of the Work shall not constitute acceptance of Work not complying with the requirements of the Contract Documents.

§ 9.10 FINAL COMPLETION AND FINAL PAYMENT

§ 9.10.1 Upon receipt of the Contractor's written notice that the Work is ready for final inspection and acceptance and upon receipt of a final Application for Payment, the Architect will promptly make such inspection and, when the Architect finds the Work acceptable under the Contract Documents and the Contract fully performed, the Architect will promptly issue a final Certificate for Payment stating that to the best of the Architect's knowledge, information and belief, and on the basis of the Architect's on-site visits and inspections, the Work has been completed in accordance with terms and conditions of the Contract Documents and that the entire balance found to be due the Contractor and noted in the final Certificate is due and payable. The Architect's final Certificate for Payment will constitute a further representation that conditions listed in Section 9.10.2 as precedent to the Contractor's being entitled to final payment have been fulfilled.

§ 9.10.2 Neither final payment nor any remaining retained percentage shall become due until the Contractor submits to the Architect (1) an affidavit that payrolls, bills for materials and equipment, and other indebtedness connected with the Work for which the Owner or the Owner's property might be responsible or encumbered (less amounts withheld by Owner) have been paid or otherwise satisfied, (2) a certificate evidencing that insurance required by the Contract Documents to remain in force after final payment is currently in effect and will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner, (3) a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents, (4) consent of surety, if any, to final payment and (5), if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the Owner. If a Subcontractor refuses to furnish a release or waiver required by the Owner, the Contractor may furnish a bond satisfactory to the Owner to indemnify the Owner against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the Owner all money that the Owner may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.

§ 9.10.3 If, after Substantial Completion of the Work, final completion thereof is materially delayed through no fault of the Contractor or by issuance of Change Orders affecting final completion, and the Architect so confirms, the Owner shall, upon application by the Contractor and certification by the Architect, and without terminating the Contract, make payment of the balance due for that portion of the Work fully completed and accepted. If the remaining balance for Work not fully completed or corrected is less than retainage stipulated in the Contract Documents, and if bonds have been furnished, the written consent of surety to payment of the balance due for that portion of the Work fully completed and accepted shall be submitted by the Contractor to the Architect prior to certification of such payment. Such payment shall be made under terms and conditions governing final payment, except that it shall not constitute a waiver of claims.

§ 9.10.4 The making of final payment shall constitute a waiver of Claims by the Owner except those arising from

- .1 liens, Claims, security interests or encumbrances arising out of the Contract and unsettled;
- .2 failure of the Work to comply with the requirements of the Contract Documents; or
- .3 terms of special warranties required by the Contract Documents.

§ 9.10.5 Acceptance of final payment by the Contractor, a Subcontractor or material supplier shall constitute a waiver of claims by that payee except those previously made in writing and identified by that payee as unsettled at the time of final Application for Payment.

ARTICLE 10 PROTECTION OF PERSONS AND PROPERTY

§ 10.1 SAFETY PRECAUTIONS AND PROGRAMS

The Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the performance of the Contract.

§ 10.2 SAFETY OF PERSONS AND PROPERTY

§ 10.2.1 The Contractor shall take reasonable precautions for safety of, and shall provide reasonable protection to prevent damage, injury or loss to

- .1 employees on the Work and other persons who may be affected thereby;
- .2 the Work and materials and equipment to be incorporated therein, whether in storage on or off the site, under care, custody or control of the Contractor or the Contractor's Subcontractors or Sub-subcontractors; and

.3 other property at the site or adjacent thereto, such as trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.

§ 10.2.2 The Contractor shall comply with and give notices required by applicable laws, statutes, ordinances, codes, rules and regulations, and lawful orders of public authorities bearing on safety of persons or property or their protection from damage, injury or loss.

§ 10.2.3 The Contractor shall erect and maintain, as required by existing conditions and performance of the Contract, reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent sites and utilities.

§ 10.2.4 When use or storage of explosives or other hazardous materials or equipment or unusual methods are necessary for execution of the Work, the Contractor shall exercise utmost care and carry on such activities under supervision of properly qualified personnel.

§ 10.2.5 The Contractor shall promptly remedy damage and loss (other than damage or loss insured under property insurance required by the Contract Documents) to property referred to in Sections 10.2.1.2 and 10.2.1.3 caused in whole or in part by the Contractor, a Subcontractor, a Sub-subcontractor, or anyone directly or indirectly employed by any of them, or by anyone for whose acts they may be liable and for which the Contractor is responsible under Sections 10.2.1.2 and 10.2.1.3, except damage or loss attributable to acts or omissions of the Owner or Architect or anyone directly or indirectly employed by either of them, or by anyone for whose acts either of them may be liable, and not attributable to the fault or negligence of the Contractor. The foregoing obligations of the Contractor are in addition to the Contractor's obligations under Section 3.18.

§ 10.2.6 The Contractor shall designate a responsible member of the Contractor's organization at the site whose duty shall be the prevention of accidents. This person shall be the Contractor's superintendent unless otherwise designated by the Contractor in writing to the Owner and Architect.

§ 10.2.7 The Contractor shall not permit any part of the construction or site to be loaded so as to cause damage or create an unsafe condition.

§ 10.2.8 INJURY OR DAMAGE TO PERSON OR PROPERTY

If either party suffers injury or damage to person or property because of an act or omission of the other party, or of others for whose acts such party is legally responsible, written notice of such injury or damage, whether or not insured, shall be given to the other party within a reasonable time not exceeding 21 days after discovery. The notice shall provide sufficient detail to enable the other party to investigate the matter.

§ 10.3 HAZARDOUS MATERIALS

§ 10.3.1 The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials. If the Contractor encounters a hazardous material or substance not addressed in the Contract Documents and if reasonable precautions will be inadequate to prevent foreseeable bodily injury or death to persons resulting from a material or substance, including but not limited to asbestos or polychlorinated biphenyl (PCB), encountered on the site by the Contractor, the Contractor shall, upon recognizing the condition, immediately stop Work in the affected area and report the condition to the Owner and Architect in writing.

§ 10.3.2 Upon receipt of the Contractor's written notice, the Owner shall obtain the services of a licensed laboratory to verify the presence or absence of the material or substance reported by the Contractor and, in the event such material or substance is found to be present, to cause it to be rendered harmless. Unless otherwise required by the Contract Documents, the Owner shall furnish in writing to the Contractor and Architect the names and qualifications of persons or entities who are to perform tests verifying the presence or absence of such material or substance or who are to perform the task of removal or safe containment of such material or substance. The Contractor and the Architect will promptly reply to the Owner in writing stating whether or not either has reasonable objection to the persons or entities proposed by the Owner. If either the Contractor or Architect has an objection to a person or entity proposed by the Owner, the Owner shall propose another to whom the Contractor and the Architect have no reasonable objection. When the material or substance has been rendered harmless, Work in the affected area shall resume upon written agreement of the Owner and Contractor. By Change Order, the Contract Time shall be

extended appropriately and the Contract Sum shall be increased in the amount of the Contractor's reasonable additional costs of shut-down, delay and start-up.

§ 10.3.3 To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Contractor, Subcontractors, Architect, Architect's consultants and agents and employees of any of them from and against claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from performance of the Work in the affected area if in fact the material or substance presents the risk of bodily injury or death as described in Section 10.3.1 and has not been rendered harmless, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the Work itself), except to the extent that such damage, loss or expense is due to the fault or negligence of the party seeking indemnity.

§ 10.3.4 The Owner shall not be responsible under this Section 10.3 for materials or substances the Contractor brings to the site unless such materials or substances are required by the Contract Documents. The Owner shall be responsible for materials or substances required by the Contract Documents, except to the extent of the Contractor's fault or negligence in the use and handling of such materials or substances.

§ 10.3.5 The Contractor shall indemnify the Owner for the cost and expense the Owner incurs (1) for remediation of a material or substance the Contractor brings to the site and negligently handles, or (2) where the Contractor fails to perform its obligations under Section 10.3.1, except to the extent that the cost and expense are due to the Owner's fault or negligence.

§ 10.3.6 If, without negligence on the part of the Contractor, the Contractor is held liable by a government agency for the cost of remediation of a hazardous material or substance solely by reason of performing Work as required by the Contract Documents, the Owner shall indemnify the Contractor for all cost and expense thereby incurred.

§ 10.4 EMERGENCIES

In an emergency affecting safety of persons or property, the Contractor shall act, at the Contractor's discretion, to prevent threatened damage, injury or loss. Additional compensation or extension of time claimed by the Contractor on account of an emergency shall be determined as provided in Article 15 and Article 7.

ARTICLE 11 INSURANCE AND BONDS

§ 11.1 CONTRACTOR'S LIABILITY INSURANCE

§ 11.1.1 The Contractor shall purchase from and maintain in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located such insurance as will protect the Contractor from claims set forth below which may arise out of or result from the Contractor's operations and completed operations under the Contract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable:

- .1 Claims under workers' compensation, disability benefit and other similar employee benefit acts that are applicable to the Work to be performed;
- .2 Claims for damages because of bodily injury, occupational sickness or disease, or death of the Contractor's employees;
- .3 Claims for damages because of bodily injury, sickness or disease, or death of any person other than the Contractor's employees;
- .4 Claims for damages insured by usual personal injury liability coverage;
- .5 Claims for damages, other than to the Work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom;
- .6 Claims for damages because of bodily injury, death of a person or property damage arising out of ownership, maintenance or use of a motor vehicle;
- .7 Claims for bodily injury or property damage arising out of completed operations; and
- .8 Claims involving contractual liability insurance applicable to the Contractor's obligations under Section 3.18.

§ 11.1.2 The insurance required by Section 11.1.1 shall be written for not less than limits of liability specified in the Contract Documents or required by law, whichever coverage is greater. Coverages, whether written on an occurrence or claims-made basis, shall be maintained without interruption from the date of commencement of the

Work until the date of final payment and termination of any coverage required to be maintained after final payment, and, with respect to the Contractor's completed operations coverage, until the expiration of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract Documents.

§ 11.1.3 Certificates of insurance acceptable to the Owner shall be filed with the Owner prior to commencement of the Work and thereafter upon renewal or replacement of each required policy of insurance. These certificates and the insurance policies required by this Section 11.1 shall contain a provision that coverages afforded under the policies will not be canceled or allowed to expire until at least 30 days' prior written notice has been given to the Owner. An additional certificate evidencing continuation of liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment as required by Section 9.10.2 and thereafter upon renewal or replacement of such coverage until the expiration of the time required by Section 11.1.2. Information concerning reduction of coverage on account of revised limits or claims paid under the General Aggregate, or both, shall be furnished by the Contractor with reasonable promptness.

§ 11.1.4 The Contractor shall cause the commercial liability coverage required by the Contract Documents to include (1) the Owner, the Architect and the Architect's consultants as additional insureds for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor's negligent acts or omissions during the Contractor's completed operations.

§ 11.2 OWNER'S LIABILITY INSURANCE

The Owner shall be responsible for purchasing and maintaining the Owner's usual liability insurance.

§ 11.3 PROPERTY INSURANCE

§ 11.3.1 Unless otherwise provided, the Owner shall purchase and maintain, in a company or companies lawfully authorized to do business in the jurisdiction in which the Project is located, property insurance written on a builder's risk "all-risk" or equivalent policy form in the amount of the initial Contract Sum, plus value of subsequent Contract Modifications and cost of materials supplied or installed by others, comprising total value for the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in Section 9.10 or until no person or entity other than the Owner has an insurable interest in the property required by this Section 11.3 to be covered, whichever is later. This insurance shall include interests of the Owner, the Contractor, Subcontractors and Sub-subcontractors in the Project.

§ 11.3.1.1 Property insurance shall be on an "all-risk" or equivalent policy form and shall include, without limitation, insurance against the perils of fire (with extended coverage) and physical loss or damage including, without duplication of coverage, theft, vandalism, malicious mischief, collapse, earthquake, flood, windstorm, falsework, testing and startup, temporary buildings and debris removal including demolition occasioned by enforcement of any applicable legal requirements, and shall cover reasonable compensation for Architect's and Contractor's services and expenses required as a result of such insured loss.

§ 11.3.1.2 If the Owner does not intend to purchase such property insurance required by the Contract and with all of the coverages in the amount described above, the Owner shall so inform the Contractor in writing prior to commencement of the Work. The Contractor may then effect insurance that will protect the interests of the Contractor, Subcontractors and Sub-subcontractors in the Work, and by appropriate Change Order the cost thereof shall be charged to the Owner. If the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain insurance as described above, without so notifying the Contractor in writing, then the Owner shall bear all reasonable costs properly attributable thereto.

§ 11.3.1.3 If the property insurance requires deductibles, the Owner shall pay costs not covered because of such deductibles.

§ 11.3.1.4 This property insurance shall cover portions of the Work stored off the site, and also portions of the Work in transit.

§ 11.3.1.5 Partial occupancy or use in accordance with Section 9.9 shall not commence until the insurance company or companies providing property insurance have consented to such partial occupancy or use by endorsement or otherwise. The Owner and the Contractor shall take reasonable steps to obtain consent of the insurance company or companies and shall, without mutual written consent, take no action with respect to partial occupancy or use that would cause cancellation, lapse or reduction of insurance.

§ 11.3.2 BOILER AND MACHINERY INSURANCE

The Owner shall purchase and maintain boiler and machinery insurance required by the Contract Documents or by law, which shall specifically cover such insured objects during installation and until final acceptance by the Owner; this insurance shall include interests of the Owner, Contractor, Subcontractors and Sub-subcontractors in the Work, and the Owner and Contractor shall be named insureds.

§ 11.3.3 LOSS OF USE INSURANCE

The Owner, at the Owner's option, may purchase and maintain such insurance as will insure the Owner against loss of use of the Owner's property due to fire or other hazards, however caused. The Owner waives all rights of action against the Contractor for loss of use of the Owner's property, including consequential losses due to fire or other hazards however caused.

§ 11.3.4 If the Contractor requests in writing that insurance for risks other than those described herein or other special causes of loss be included in the property insurance policy, the Owner shall, if possible, include such insurance, and the cost thereof shall be charged to the Contractor by appropriate Change Order.

§ 11.3.5 If during the Project construction period the Owner insures properties, real or personal or both, at or adjacent to the site by property insurance under policies separate from those insuring the Project, or if after final payment property insurance is to be provided on the completed Project through a policy or policies other than those insuring the Project during the construction period, the Owner shall waive all rights in accordance with the terms of Section 11.3.7 for damages caused by fire or other causes of loss covered by this separate property insurance. All separate policies shall provide this waiver of subrogation by endorsement or otherwise.

§ 11.3.6 Before an exposure to loss may occur, the Owner shall file with the Contractor a copy of each policy that includes insurance coverages required by this Section 11.3. Each policy shall contain all generally applicable conditions, definitions, exclusions and endorsements related to this Project. Each policy shall contain a provision that the policy will not be canceled or allowed to expire, and that its limits will not be reduced, until at least 30 days' prior written notice has been given to the Contractor.

§ 11.3.7 WAIVERS OF SUBROGATION

The Owner and Contractor waive all rights against (1) each other and any of their subcontractors, sub-subcontractors, agents and employees, each of the other, and (2) the Architect, Architect's consultants, separate contractors described in Article 6, if any, and any of their subcontractors, sub-subcontractors, agents and employees, for damages caused by fire or other causes of loss to the extent covered by property insurance obtained pursuant to this Section 11.3 or other property insurance applicable to the Work, except such rights as they have to proceed of such insurance held by the Owner as fiduciary. The Owner or Contractor, as appropriate, shall require of the Architect, Architect's consultants, separate contractors described in Article 6, if any, and the subcontractors, sub-subcontractors, agents and employees of any of them, by appropriate agreements, written where legally required for validity, similar waivers each in favor of other parties enumerated herein. The policies shall provide such waivers of subrogation by endorsement or otherwise. A waiver of subrogation shall be effective as to a person or entity even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, did not pay the insurance premium directly or indirectly, and whether or not the person or entity had an insurable interest in the property damaged.

§ 11.3.8 A loss insured under the Owner's property insurance shall be adjusted by the Owner as fiduciary and made payable to the Owner as fiduciary for the insureds, as their interests may appear, subject to requirements of any applicable mortgagee clause and of Section 11.3.10. The Contractor shall pay Subcontractors their just shares of insurance proceeds received by the Contractor, and by appropriate agreements, written where legally required for validity, shall require Subcontractors to make payments to their Sub-subcontractors in similar manner.

§ 11.3.9 If required in writing by a party in interest, the Owner as fiduciary shall, upon occurrence of an insured loss, give bond for proper performance of the Owner's duties. The cost of required bonds shall be charged against proceeds received as fiduciary. The Owner shall deposit in a separate account proceeds so received, which the Owner shall distribute in accordance with such agreement as the parties in interest may reach, or as determined in accordance with the method of binding dispute resolution selected in the Agreement between the Owner and Contractor. If after such loss no other special agreement is made and unless the Owner terminates the Contract for convenience, replacement of damaged property shall be performed by the Contractor after notification of a Change in the Work in accordance with Article 7.

§ 11.3.10 The Owner as fiduciary shall have power to adjust and settle a loss with insurers unless one of the parties in interest shall object in writing within five days after occurrence of loss to the Owner's exercise of this power; if such objection is made, the dispute shall be resolved in the manner selected by the Owner and Contractor as the method of binding dispute resolution in the Agreement. If the Owner and Contractor have selected arbitration as the method of binding dispute resolution, the Owner as fiduciary shall make settlement with insurers or, in the case of a dispute over distribution of insurance proceeds, in accordance with the directions of the arbitrators.

§ 11.4 PERFORMANCE BOND AND PAYMENT BOND

§ 11.4.1 The Owner shall have the right to require the Contractor to furnish bonds covering faithful performance of the Contract and payment of obligations arising thereunder as stipulated in bidding requirements or specifically required in the Contract Documents on the date of execution of the Contract.

§ 11.4.2 Upon the request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall authorize a copy to be furnished.

ARTICLE 12 UNCOVERING AND CORRECTION OF WORK

§ 12.1 UNCOVERING OF WORK

§ 12.1.1 If a portion of the Work is covered contrary to the Architect's request or to requirements specifically expressed in the Contract Documents, it must, if requested in writing by the Architect, be uncovered for the Architect's examination and be replaced at the Contractor's expense without change in the Contract Time.

§ 12.1.2 If a portion of the Work has been covered that the Architect has not specifically requested to examine prior to its being covered, the Architect may request to see such Work and it shall be uncovered by the Contractor. If such Work is in accordance with the Contract Documents, costs of uncovering and replacement shall, by appropriate Change Order, be at the Owner's expense. If such Work is not in accordance with the Contract Documents, such costs and the cost of correction shall be at the Contractor's expense unless the condition was caused by the Owner or a separate contractor in which event the Owner shall be responsible for payment of such costs.

§ 12.2 CORRECTION OF WORK

§ 12.2.1 BEFORE OR AFTER SUBSTANTIAL COMPLETION

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected Work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for the Architect's services and expenses made necessary thereby, shall be at the Contractor's expense.

§ 12.2.2 AFTER SUBSTANTIAL COMPLETION

§ 12.2.2.1 In addition to the Contractor's obligations under Section 3.5, if, within one year after the date of Substantial Completion of the Work or designated portion thereof or after the date for commencement of warranties established under Section 9.9.1, or by terms of an applicable special warranty required by the Contract Documents, any of the Work is found to be not in accordance with the requirements of the Contract Documents, the Contractor shall correct it promptly after receipt of written notice from the Owner to do so unless the Owner has previously given the Contractor a written acceptance of such condition. The Owner shall give such notice promptly after discovery of the condition. During the one-year period for correction of Work, if the Owner fails to notify the Contractor and give the Contractor an opportunity to make the correction, the Owner waives the rights to require correction by the Contractor and to make a claim for breach of warranty. If the Contractor fails to correct

nonconforming Work within a reasonable time during that period after receipt of notice from the Owner or Architect, the Owner may correct it in accordance with Section 2.4.

§ 12.2.2.2 The one-year period for correction of Work shall be extended with respect to portions of Work first performed after Substantial Completion by the period of time between Substantial Completion and the actual completion of that portion of the Work.

§ 12.2.2.3 The one-year period for correction of Work shall not be extended by corrective Work performed by the Contractor pursuant to this Section 12.2.

§ 12.2.3 The Contractor shall remove from the site portions of the Work that are not in accordance with the requirements of the Contract Documents and are neither corrected by the Contractor nor accepted by the Owner.

§ 12.2.4 The Contractor shall bear the cost of correcting destroyed or damaged construction, whether completed or partially completed, of the Owner or separate contractors caused by the Contractor's correction or removal of Work that is not in accordance with the requirements of the Contract Documents.

§ 12.2.5 Nothing contained in this Section 12.2 shall be construed to establish a period of limitation with respect to other obligations the Contractor has under the Contract Documents. Establishment of the one-year period for correction of Work as described in Section 12.2.2 relates only to the specific obligation of the Contractor to correct the Work, and has no relationship to the time within which the obligation to comply with the Contract Documents may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to the Contractor's obligations other than specifically to correct the Work.

§ 12.3 ACCEPTANCE OF NONCONFORMING WORK

If the Owner prefers to accept Work that is not in accordance with the requirements of the Contract Documents, the Owner may do so instead of requiring its removal and correction, in which case the Contract Sum will be reduced as appropriate and equitable. Such adjustment shall be effected whether or not final payment has been made.

ARTICLE 13 MISCELLANEOUS PROVISIONS

§ 13.1 GOVERNING LAW

The Contract shall be governed by the law of the place where the Project is located except that, if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 15.4.

§ 13.2 SUCCESSORS AND ASSIGNS

§ 13.2.1 The Owner and Contractor respectively bind themselves, their partners, successors, assigns and legal representatives to covenants, agreements and obligations contained in the Contract Documents. Except as provided in Section 13.2.2, neither party to the Contract shall assign the Contract as a whole without written consent of the other. If either party attempts to make such an assignment without such consent, that party shall nevertheless remain legally responsible for all obligations under the Contract.

§ 13.2.2 The Owner may, without consent of the Contractor, assign the Contract to a lender providing construction financing for the Project, if the lender assumes the Owner's rights and obligations under the Contract Documents. The Contractor shall execute all consents reasonably required to facilitate such assignment.

§ 13.3 WRITTEN NOTICE

Written notice shall be deemed to have been duly served if delivered in person to the individual, to a member of the firm or entity, or to an officer of the corporation for which it was intended; or if delivered at, or sent by registered or certified mail or by courier service providing proof of delivery to, the last business address known to the party giving notice.

§ 13.4 RIGHTS AND REMEDIES

§ 13.4.1 Duties and obligations imposed by the Contract Documents and rights and remedies available thereunder shall be in addition to and not a limitation of duties, obligations, rights and remedies otherwise imposed or available by law.

§ 13.4.2 No action or failure to act by the Owner, Architect or Contractor shall constitute a waiver of a right or duty afforded them under the Contract, nor shall such action or failure to act constitute approval of or acquiescence in a breach there under, except as may be specifically agreed in writing.

§ 13.5 TESTS AND INSPECTIONS

§ 13.5.1 Tests, inspections and approvals of portions of the Work shall be made as required by the Contract Documents and by applicable laws, statutes, ordinances, codes, rules and regulations or lawful orders of public authorities. Unless otherwise provided, the Contractor shall make arrangements for such tests, inspections and approvals with an independent testing laboratory or entity acceptable to the Owner, or with the appropriate public authority, and shall bear all related costs of tests, inspections and approvals. The Contractor shall give the Architect timely notice of when and where tests and inspections are to be made so that the Architect may be present for such procedures. The Owner shall bear costs of (1) tests, inspections or approvals that do not become requirements until after bids are received or negotiations concluded, and (2) tests, inspections or approvals where building codes or applicable laws or regulations prohibit the Owner from delegating their cost to the Contractor.

§ 13.5.2 If the Architect, Owner or public authorities having jurisdiction determine that portions of the Work require additional testing, inspection or approval not included under Section 13.5.1, the Architect will, upon written authorization from the Owner, instruct the Contractor to make arrangements for such additional testing, inspection or approval by an entity acceptable to the Owner, and the Contractor shall give timely notice to the Architect of when and where tests and inspections are to be made so that the Architect may be present for such procedures. Such costs, except as provided in Section 13.5.3, shall be at the Owner's expense.

§ 13.5.3 If such procedures for testing, inspection or approval under Sections 13.5.1 and 13.5.2 reveal failure of the portions of the Work to comply with requirements established by the Contract Documents, all costs made necessary by such failure including those of repeated procedures and compensation for the Architect's services and expenses shall be at the Contractor's expense.

§ 13.5.4 Required certificates of testing, inspection or approval shall, unless otherwise required by the Contract Documents, be secured by the Contractor and promptly delivered to the Architect.

§ 13.5.5 If the Architect is to observe tests, inspections or approvals required by the Contract Documents, the Architect will do so promptly and, where practicable, at the normal place of testing.

§ 13.5.6 Tests or inspections conducted pursuant to the Contract Documents shall be made promptly to avoid unreasonable delay in the Work.

§ 13.6 INTEREST

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at such rate as the parties may agree upon in writing or, in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.

§ 13.7 TIME LIMITS ON CLAIMS

The Owner and Contractor shall commence all claims and causes of action, whether in contract, tort, breach of warranty or otherwise, against the other arising out of or related to the Contract in accordance with the requirements of the final dispute resolution method selected in the Agreement within the time period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Contractor waive all claims and causes of action not commenced in accordance with this Section 13.7.

ARTICLE 14 TERMINATION OR SUSPENSION OF THE CONTRACT

§ 14.1 TERMINATION BY THE CONTRACTOR

§ 14.1.1 The Contractor may terminate the Contract if the Work is stopped for a period of 30 consecutive days through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, for any of the following reasons:

- .1 Issuance of an order of a court or other public authority having jurisdiction that requires all Work to be stopped;

- .2 An act of government, such as a declaration of national emergency that requires all Work to be stopped;
- .3 Because the Architect has not issued a Certificate for Payment and has not notified the Contractor of the reason for withholding certification as provided in Section 9.4.1, or because the Owner has not made payment on a Certificate for Payment within the time stated in the Contract Documents; or
- .4 The Owner has failed to furnish to the Contractor promptly, upon the Contractor's request, reasonable evidence as required by Section 2.2.1.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor or a Subcontractor, Sub-subcontractor or their agents or employees or any other persons or entities performing portions of the Work under direct or indirect contract with the Contractor, repeated suspensions, delays or interruptions of the entire Work by the Owner as described in Section 14.3 constitute in the aggregate more than 100 percent of the total number of days scheduled for completion, or 120 days in any 365-day period, whichever is less.

§ 14.1.3 If one of the reasons described in Section 14.1.1 or 14.1.2 exists, the Contractor may, upon seven days' written notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, including reasonable overhead and profit, costs incurred by reason of such termination, and damages.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor or a Subcontractor or their agents or employees or any other persons performing portions of the Work under contract with the Contractor because the Owner has repeatedly failed to fulfill the Owner's obligations under the Contract Documents with respect to matters important to the progress of the Work, the Contractor may, upon seven additional days' written notice to the Owner and the Architect, terminate the Contract and recover from the Owner as provided in Section 14.1.3.

§ 14.2 TERMINATION BY THE OWNER FOR CAUSE

§ 14.2.1 The Owner may terminate the Contract if the Contractor

- .1 repeatedly refuses or fails to supply enough properly skilled workers or proper materials;
- .2 fails to make payment to Subcontractors for materials or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
- .3 repeatedly disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority; or
- .4 otherwise is guilty of substantial breach of a provision of the Contract Documents.

§ 14.2.2 When any of the above reasons exist, the Owner, upon certification by the Initial Decision Maker that sufficient cause exists to justify such action, may without prejudice to any other rights or remedies of the Owner and after giving the Contractor and the Contractor's surety, if any, seven days' written notice, terminate employment of the Contractor and may, subject to any prior rights of the surety:

- .1 Exclude the Contractor from the site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
- .2 Accept assignment of subcontracts pursuant to Section 5.4; and
- .3 Finish the Work by whatever reasonable method the Owner may deem expedient. Upon written request of the Contractor, the Owner shall furnish to the Contractor a detailed accounting of the costs incurred by the Owner in finishing the Work.

§ 14.2.3 When the Owner terminates the Contract for one of the reasons stated in Section 14.2.1, the Contractor shall not be entitled to receive further payment until the Work is finished.

§ 14.2.4 If the unpaid balance of the Contract Sum exceeds costs of finishing the Work, including compensation for the Architect's services and expenses made necessary thereby, and other damages incurred by the Owner and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the Owner. The amount to be paid to the Contractor or Owner, as the case may be, shall be certified by the Initial Decision Maker, upon application, and this obligation for payment shall survive termination of the Contract.

§ 14.3 SUSPENSION BY THE OWNER FOR CONVENIENCE

§ 14.3.1 The Owner may, without cause, order the Contractor in writing to suspend, delay or interrupt the Work in whole or in part for such period of time as the Owner may determine.

§ 14.3.2 The Contract Sum and Contract Time shall be adjusted for increases in the cost and time caused by suspension, delay or interruption as described in Section 14.3.1. Adjustment of the Contract Sum shall include profit. No adjustment shall be made to the extent

- .1 that performance is, was or would have been so suspended, delayed or interrupted by another cause for which the Contractor is responsible; or
- .2 that an equitable adjustment is made or denied under another provision of the Contract.

§ 14.4 TERMINATION BY THE OWNER FOR CONVENIENCE

§ 14.4.1 The Owner may, at any time, terminate the Contract for the Owner's convenience and without cause.

§ 14.4.2 Upon receipt of written notice from the Owner of such termination for the Owner's convenience, the Contractor shall

- .1 cease operations as directed by the Owner in the notice;
- .2 take actions necessary, or that the Owner may direct, for the protection and preservation of the Work; and
- .3 except for Work directed to be performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further subcontracts and purchase orders.

§ 14.4.3 In case of such termination for the Owner's convenience, the Contractor shall be entitled to receive payment for Work executed, and costs incurred by reason of such termination, along with reasonable overhead and profit on the Work not executed.

ARTICLE 15 CLAIMS AND DISPUTES

§ 15.1 CLAIMS

§ 15.1.1 DEFINITION

A Claim is a demand or assertion by one of the parties seeking, as a matter of right, payment of money, or other relief with respect to the terms of the Contract. The term "Claim" also includes other disputes and matters in question between the Owner and Contractor arising out of or relating to the Contract. The responsibility to substantiate Claims shall rest with the party making the Claim.

§ 15.1.2 NOTICE OF CLAIMS

Claims by either the Owner or Contractor must be initiated by written notice to the other party and to the Initial Decision Maker with a copy sent to the Architect, if the Architect is not serving as the Initial Decision Maker.

Claims by either party must be initiated within 21 days after occurrence of the event giving rise to such Claim or within 21 days after the claimant first recognizes the condition giving rise to the Claim, whichever is later.

§ 15.1.3 CONTINUING CONTRACT PERFORMANCE

Pending final resolution of a Claim, except as otherwise agreed in writing or as provided in Section 9.7 and Article 14, the Contractor shall proceed diligently with performance of the Contract and the Owner shall continue to make payments in accordance with the Contract Documents. The Architect will prepare Change Orders and issue Certificates for Payment in accordance with the decisions of the Initial Decision Maker.

§ 15.1.4 CLAIMS FOR ADDITIONAL COST

If the Contractor wishes to make a Claim for an increase in the Contract Sum, written notice as provided herein shall be given before proceeding to execute the Work. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

§ 15.1.5 CLAIMS FOR ADDITIONAL TIME

§ 15.1.5.1 If the Contractor wishes to make a Claim for an increase in the Contract Time, written notice as provided herein shall be given. The Contractor's Claim shall include an estimate of cost and of probable effect of delay on progress of the Work. In the case of a continuing delay, only one Claim is necessary.

§ 15.1.5.2 If adverse weather conditions are the basis for a Claim for additional time, such Claim shall be documented by data substantiating that weather conditions were abnormal for the period of time, could not have been reasonably anticipated and had an adverse effect on the scheduled construction.

§ 15.1.6 CLAIMS FOR CONSEQUENTIAL DAMAGES

The Contractor and Owner waive Claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes

- .1 damages incurred by the Owner for rental expenses, for losses of use, income, profit, financing, business and reputation, and for loss of management or employee productivity or of the services of such persons; and
- .2 damages incurred by the Contractor for principal office expenses including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit except anticipated profit arising directly from the Work.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Article 14. Nothing contained in this Section 15.1.6 shall be deemed to preclude an award of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

§ 15.2 INITIAL DECISION

§ 15.2.1 Claims, excluding those arising under Sections 10.3, 10.4, 11.3.9, and 11.3.10, shall be referred to the Initial Decision Maker for initial decision. The Architect will serve as the Initial Decision Maker, unless otherwise indicated in the Agreement. Except for those Claims excluded by this Section 15.2.1, an initial decision shall be required as a condition precedent to mediation of any Claim arising prior to the date final payment is due, unless 30 days have passed after the Claim has been referred to the Initial Decision Maker with no decision having been rendered. Unless the Initial Decision Maker and all affected parties agree, the Initial Decision Maker will not decide disputes between the Contractor and persons or entities other than the Owner.

§ 15.2.2 The Initial Decision Maker will review Claims and within ten days of the receipt of a Claim take one or more of the following actions: (1) request additional supporting data from the claimant or a response with supporting data from the other party, (2) reject the Claim in whole or in part, (3) approve the Claim, (4) suggest a compromise, or (5) advise the parties that the Initial Decision Maker is unable to resolve the Claim if the Initial Decision Maker lacks sufficient information to evaluate the merits of the Claim or if the Initial Decision Maker concludes that, in the Initial Decision Maker's sole discretion, it would be inappropriate for the Initial Decision Maker to resolve the Claim.

§ 15.2.3 In evaluating Claims, the Initial Decision Maker may, but shall not be obligated to, consult with or seek information from either party or from persons with special knowledge or expertise who may assist the Initial Decision Maker in rendering a decision. The Initial Decision Maker may request the Owner to authorize retention of such persons at the Owner's expense.

§ 15.2.4 If the Initial Decision Maker requests a party to provide a response to a Claim or to furnish additional supporting data, such party shall respond, within ten days after receipt of such request, and shall either (1) provide a response on the requested supporting data, (2) advise the Initial Decision Maker when the response or supporting data will be furnished or (3) advise the Initial Decision Maker that no supporting data will be furnished. Upon receipt of the response or supporting data, if any, the Initial Decision Maker will either reject or approve the Claim in whole or in part.

§ 15.2.5 The Initial Decision Maker will render an initial decision approving or rejecting the Claim, or indicating that the Initial Decision Maker is unable to resolve the Claim. This initial decision shall (1) be in writing; (2) state the reasons therefor; and (3) notify the parties and the Architect, if the Architect is not serving as the Initial Decision Maker, of any change in the Contract Sum or Contract Time or both. The initial decision shall be final and binding on the parties but subject to mediation and, if the parties fail to resolve their dispute through mediation, to binding dispute resolution.

§ 15.2.6 Either party may file for mediation of an initial decision at any time, subject to the terms of Section 15.2.6.1.

§ 15.2.6.1 Either party may, within 30 days from the date of an initial decision, demand in writing that the other party file for mediation within 60 days of the initial decision. If such a demand is made and the party receiving the demand fails to file for mediation within the time required, then both parties waive their rights to mediate or pursue binding dispute resolution proceedings with respect to the initial decision.

§ 15.2.7 In the event of a Claim against the Contractor, the Owner may, but is not obligated to, notify the surety, if any, of the nature and amount of the Claim. If the Claim relates to a possibility of a Contractor's default, the Owner may, but is not obligated to, notify the surety and request the surety's assistance in resolving the controversy.

§ 15.2.8 If a Claim relates to or is the subject of a mechanic's lien, the party asserting such Claim may proceed in accordance with applicable law to comply with the lien notice or filing deadlines.

§ 15.3 MEDIATION

§ 15.3.1 Claims, disputes, or other matters in controversy arising out of or related to the Contract except those waived as provided for in Sections 9.10.4, 9.10.5, and 15.1.6 shall be subject to mediation as a condition precedent to binding dispute resolution.

§ 15.3.2 The parties shall endeavor to resolve their Claims by mediation which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of the Agreement. A request for mediation shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of binding dispute resolution proceedings but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration is stayed pursuant to this Section 15.3.2, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 15.3.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 15.4 ARBITRATION

§ 15.4.1 If the parties have selected arbitration as the method for binding dispute resolution in the Agreement, any Claim subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement. A demand for arbitration shall be made in writing, delivered to the other party to the Contract, and filed with the person or entity administering the arbitration. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

§ 15.4.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the Claim would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the Claim.

§ 15.4.2 The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 15.4.3 The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by parties to the Agreement shall be specifically enforceable under applicable law in any court having jurisdiction thereof.

§ 15.4.4 CONSOLIDATION OR JOINDER

§ 15.4.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration

permits consolidation, (2) the arbitrations to be consolidated substantially involve common questions of law or fact, and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 15.4.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 15.4.4.3 The Owner and Contractor grant to any person or entity made a party to an arbitration conducted under this Section 15.4, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Contractor under this Agreement.

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 performed by Owner.
5. Contractor's use of site and premises.
6. Coordination with occupants.
7. Work restrictions.
8. Specification and Drawing conventions.
9. Miscellaneous provisions.

- B. Related Requirements:

1. Section 01 5000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.
2. Section 01 7300 "Execution" for coordination of Owner-installed products.

1.3 DEFINITIONS

- A. Work Package: A group of specifications, drawings, and schedules prepared by the design team to describe a portion of the Project Work for pricing, permitting, and construction.

1.4 PROJECT INFORMATION

- A. Project Identification: Freeport Public Works Offices.

1. Project Location: 7 Hunter Street, Freeport, Maine.

- B. Owner: Freeport Public Works Department.

1. Director of Public Works: Earl Gibson, 7 Hunter Street, Freeport, Maine. Telephone 207-865-4461.

- C. Architect: David Matero Architecture, 49 Centre Street, Bath, Maine 04530. Telephone 207-389-4278
 - 1. Architect's Representative: Scott Sancomb.
- D. Design Professionals: Design professionals, who have prepared designated portions of the Contract Documents:
 - 1. Mechanical and Plumbing Engineering: Bennett Engineering
 - a. Representative: Justin Valliere
 - 2. Electrical Engineering: Bennett Engineering
 - a. Representative: Will Bennett

1.5 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. The Work involves a build out at the existing mezzanine for office space. Work includes metal stairs, metal framed partitions, painting, metal doors, metal frames, door hardware, acoustical ceilings, signage, fire protection and detection systems, electrical, and heating, ventilating, and air conditioning complete and ready for use and other Work indicated in the Contract Documents.
- B. Type of Contract:
 - 1. Project will be constructed under a single prime contract.

1.6 WORK PERFORMED BY OWNER

- A. Cooperate fully with Owner, so work may be carried out smoothly, without interfering with or delaying Work under this Contract or work by Owner. Coordinate the Work of this Contract with work performed by Owner.

1.7 CONTRACTOR'S USE OF SITE AND PREMISES

- A. Use of Site: The Department anticipates using the entire facility during construction. Contractor shall make openings into existing wall as coordinated with the Owner.
- B. Contractor Staging: The first truck bay nearest the office shall be allowed for Contractor staging area and use throughout the length of the construction project. Refer to A1.1.

C. 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 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: No limitation of work hours.

1. Owner occupied areas: Owner is generally working on premises between the hours of 6am to 4:30pm.
2. Contractor Staging area: The first truck bay near the office work area is available to the contractor for the duration of the project. Staging area to be coordinated with owner and access to various areas of the building.

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 two days in advance of proposed utility interruptions.

D. Smoking and Controlled Substance Restrictions: Use of tobacco products, alcoholic beverages, and other controlled substances within the existing building and on the Project site is not permitted.

1.9 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 are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

**SPECIAL PROVISION
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. Document 002600 "Procurement Substitution Procedures" for requirements for substitution requests prior to award of Contract.
2. Section 012100 "Allowances" for products selected under an allowance.
3. Section 012300 "Alternates" for products selected under an alternate.
4. 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. 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. Substitution Request Form: Use form acceptable to Architect.
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, from ICC-ES.
 - 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: Not allowed unless otherwise indicated.

- C. Substitutions for Convenience: Architect will consider requests for substitution if received within 60 days after the Notice of Award. 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

**SPECIAL PROVISION
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.

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 starting construction operations, 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. Post copies of list in Project meeting room, in temporary field office, and in prominent location inbuilt facility. 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.
 - 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. 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 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. Owner name.
 - 3. Owner's Project number.
 - 4. Name of Architect.
 - 5. Architect's Project number.
 - 6. Date.
 - 7. Name of Contractor.

8. RFI number, numbered sequentially.
9. RFI subject.
10. Specification Section number and title and related paragraphs, as appropriate.
11. Drawing number and detail references, as appropriate.
12. Field dimensions and conditions, as appropriate.
13. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
14. Contractor's signature.
15. 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: AIA Document G716 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 three 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 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.

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.
9. Identification of related Field Order, Work 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 three days if Contractor disagrees with response.

1.7 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.
4. Contractor shall execute a data licensing agreement in the form of Agreement included in Project Manual.
5. The following digital data files will be furnished for each appropriate discipline:
 - a. Floor plans.
 - b. Reflected ceiling plans.

B. 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.

1.8 PROJECT MEETINGS

A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times a minimum of seven days prior to meeting.

2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.

B. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Architect, but no later than 15 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 completing sustainable design documentation.
 - f. Requirements for preparing operations and maintenance data.
 - g. Requirements for delivery of material samples, attic stock, and spare parts.
 - h. Requirements for demonstration and training.
 - i. Preparation of Contractor's punch list.
 - j. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
 - k. Submittal procedures.
 - l. Coordination of separate contracts.
 - m. Owner's partial occupancy requirements.
 - n. Installation of Owner's furniture, fixtures, and equipment.
 - o. Responsibility for removing temporary facilities and controls.
4. Minutes: Entity conducting meeting will record and distribute meeting minutes.

C. Progress Meetings: Conduct progress meetings at biweekly intervals as approved by the Owner.

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) Resolution of BIM component conflicts.
 - 4) Status of submittals.
 - 5) Status of sustainable design documentation.
 - 6) Deliveries.
 - 7) Off-site fabrication.
 - 8) Access.
 - 9) Site use.
 - 10) Temporary facilities and controls.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Status of correction of deficient items.
 - 14) Field observations.
 - 15) Status of RFIs.
 - 16) Status of Proposal Requests.
 - 17) Pending changes.
 - 18) Status of Change Orders.
 - 19) Pending claims and disputes.
 - 20) 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: Revise Contractor's construction schedule after each progress meeting, where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

SPECIAL PROVISION
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 013100 "Project Management and Coordination" for submitting coordination drawings and subcontract list and for requirements for web-based Project software.
2. Section 014000 "Quality Requirements" for submitting test and inspection reports, and schedule of tests and inspections.
3. Section 017700 "Closeout Procedures" for submitting closeout submittals and maintenance material submittals.
4. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
5. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
6. 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.

1.5 SUBMITTAL FORMATS

A. Submittal Information: Include 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. Drawing number and detail references, as appropriate.
8. Location(s) where product is to be installed, as appropriate.
9. Other necessary identification.
10. Remarks.
11. Signature of transmitter.

B. 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.

C. Electronic Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

D. 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. Email: Prepare submittals as PDF package and transmit to Architect by sending via email. Include PDF transmittal form. Include information in email subject line as requested by Architect.

- a. Architect will return annotated file. Annotate and retain one copy of file as a digital Project Record Document file.
2. 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.

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 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 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 days for review of each resubmittal.

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. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.
 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 24 by 36 inches.
 - a. Three opaque copies of each submittal. Architect will retain one copies; remainder will be returned.

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 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(s) 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.

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/B2.1M 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 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 insufficient to perform services or certification required, submit a written request for additional information to Architect.

1.9 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.

1.10 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. Reviewed, Rejected, Revise and Resubmit, or Furnish as Corrected.
 - 2. Paper Submittals: Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action, as follows:
 - a. Reviewed, Rejected, Revise and Resubmit, or Furnish as Corrected.
 - 3. Submittals by Web-Based Project Management Software: Architect will indicate, on Project management software website, the appropriate action.

- a. Reviewed, Rejected, Revise and Resubmit, or Furnish as Corrected.
- 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.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013300

Freeport Public Works Offices

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By: _____

Date: _____

SPECIAL PROVISION
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 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 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.

1.5 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. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility submitted to authorities having jurisdiction before starting work on the following systems:
 - 1. Seismic-force-resisting system, designated seismic system, or component listed in the Statement of Special Inspections.
 - 2. Primary wind-force-resisting system or a wind-resisting component listed in the Statement of Special Inspections.
- D. 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.
- E. 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.
- F. Reports: Prepare and submit certified written reports and documents as specified.
- G. 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.

1.6 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.

1.7 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
 - 1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspection they are engaged to perform.
 - 2. Payment for these services will be made from testing and inspection allowances specified in Section 012100 "Allowances," as authorized by Change Orders.
 - 3. Costs for retesting and reinspecting construction that replaces or is necessitated by Work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.
- B. 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 24 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.

C. 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.

D. 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.

E. 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."

F. 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.

G. 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.

H. 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.

I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. 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.

1.8 SPECIAL TESTS AND INSPECTIONS

A. Special Tests and Inspections: Owner will engage a qualified testing agency to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, and as follows:

1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures, and reviewing the completeness and adequacy of those procedures to perform the Work.
2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.
4. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
5. Interpreting tests and inspections, and stating in each report whether tested and inspected Work complies with or deviates from the Contract Documents.
6. Retesting and reinspecting corrected Work.

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 indicated in Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States."
- B. 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. Abbreviations and acronyms not included in this list shall mean the recognized name of the entities indicated in Gale's "Encyclopedia of Associations: National Organizations of the U.S." or in Columbia Books' "National Trade & Professional Associations of the United States." 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.
 - 2. AAMA - American Architectural Manufacturers Association; www.aamanet.org.
 - 3. AAPFCO - Association of American Plant Food Control Officials; www.aapfco.org.
 - 4. AASHTO - American Association of State Highway and Transportation Officials; www.transportation.org.
 - 5. AATCC - American Association of Textile Chemists and Colorists; www.aatcc.org.
 - 6. ABMA - American Bearing Manufacturers Association; www.americanbearings.org.
 - 7. ABMA - American Boiler Manufacturers Association; www.abma.com.
 - 8. ACI - American Concrete Institute; (Formerly: ACI International); www.concrete.org.
 - 9. ACPA - American Concrete Pipe Association; www.concrete-pipe.org.
 - 10. AEIC - Association of Edison Illuminating Companies, Inc. (The); www.aeic.org.
 - 11. AF&PA - American Forest & Paper Association; www.afandpa.org.
 - 12. AGA - American Gas Association; www.aga.org.
 - 13. AHAM - Association of Home Appliance Manufacturers; www.aham.org.
 - 14. AHRI - Air-Conditioning, Heating, and Refrigeration Institute (The); www.ahrinet.org.
 - 15. AI - Asphalt Institute; www.asphaltinstitute.org.
 - 16. AIA - American Institute of Architects (The); www.aia.org.
 - 17. AISC - American Institute of Steel Construction; www.aisc.org.
 - 18. AISI - American Iron and Steel Institute; www.steel.org.
 - 19. AITC - American Institute of Timber Construction; www.aitc-glulam.org.

20. AMCA - Air Movement and Control Association International, Inc.; www.amca.org.
21. ANSI - American National Standards Institute; www.ansi.org.
22. AOSA - Association of Official Seed Analysts, Inc.; www.aosaseed.com.
23. APA - APA - The Engineered Wood Association; www.apawood.org.
24. APA - Architectural Precast Association; www.archprecast.org.
25. API - American Petroleum Institute; 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.
29. ASCE - American Society of Civil Engineers; 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.
32. ASME - ASME International; (American Society of Mechanical Engineers); www.asme.org.
33. ASSE - American Society of Sanitary Engineering; www.asse-plumbing.org.
34. ASSP - American Society of Safety Professionals (The); www.assp.org.
35. ASTM - ASTM International; www.astm.org.
36. ATIS - Alliance for Telecommunications Industry Solutions; www.atis.org.
37. AVIXA - Audiovisual and Integrated Experience Association; (Formerly: Infocomm International); www.soundandcommunications.com.
38. AWEA - American Wind Energy Association; www.awea.org.
39. AWI - Architectural Woodwork Institute; www.awinnet.org.
40. AWMAC - Architectural Woodwork Manufacturers Association of Canada; www.awmac.com.
41. AWPA - American Wood Protection Association; www.awpa.com.
42. AWS - American Welding Society; www.aws.org.
43. AWWA - American Water Works Association; www.awwa.org.
44. BHMA - Builders Hardware Manufacturers Association; www.buildershardware.com.
45. BIA - Brick Industry Association (The); www.gobrick.com.
46. BICSI - BICSI, Inc.; www.bicsi.org.
47. BIFMA - BIFMA International; (Business and Institutional Furniture Manufacturer's Association); www.bifma.org.
48. BISSC - Baking Industry Sanitation Standards Committee; www.bissc.org.
49. BWF - Badminton World Federation; (Formerly: International Badminton Federation); www.bissc.org.
50. CDA - Copper Development Association; www.copper.org.
51. CE - Conformite Europeenne; www.ec.europa.eu/growth/single-market/ce-marking.
52. CEA - Canadian Electricity Association; www.electricity.ca.
53. CFFA - Chemical Fabrics and Film Association, Inc.; www.chemicalfabricsandfilm.com.
54. CFSEI - Cold-Formed Steel Engineers Institute; www.cfsei.org.
55. CGA - Compressed Gas Association; www.cganet.com.
56. CIMA - Cellulose Insulation Manufacturers Association; www.cellulose.org.
57. CISCA - Ceilings & Interior Systems Construction Association; www.cisca.org.
58. CISPI - Cast Iron Soil Pipe Institute; www.cispi.org.
59. CLFMI - Chain Link Fence Manufacturers Institute; www.chainlinkinfo.org.
60. CPA - Composite Panel Association; www.compositepanel.org.
61. CRI - Carpet and Rug Institute (The); www.carpet-rug.org.
62. CRRC - Cool Roof Rating Council; www.coolroofs.org.

63. CRSI - Concrete Reinforcing Steel Institute; www.crsi.org.
64. CSA - CSA Group; www.csa-group.org.
65. CSI - Construction Specifications Institute (The); www.csiresources.org.
66. CSSB - Cedar Shake & Shingle Bureau; www.cedarbureau.org.
67. CTA - Consumer Technology Association; www.cta.tech.
68. CTI - Cooling Technology Institute; (Formerly: Cooling Tower Institute); www.coolingtechnology.org.
69. CWC - Composite Wood Council; (See CPA).
70. DASMA - Door and Access Systems Manufacturers Association; www.dasma.com.
71. DHA - Decorative Hardwoods Association; (Formerly: Hardwood Plywood & Veneer Association); www.decorativehardwoods.org.
72. DHI - Door and Hardware Institute; 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.
76. EIA - Electronic Industries Alliance; (See TIA).
77. EIFS - EIFS Industry Members Association; www.eimsa.com.
78. EJMA - Expansion Joint Manufacturers Association, Inc.; www.ejma.org.
79. EOS/ESD Association; (Electrostatic Discharge Association); www.esda.org.
80. ESTA - Entertainment Services and Technology Association; (See PLASA).
81. ETL - Intertek (See Intertek); www.intertek.com.
82. EVO - Efficiency Valuation Organization; www.evo-world.org.
83. FCI - Fluid Controls Institute; www.fluidcontrolsinstitute.org.
84. FIBA - Federation Internationale de Basketball; (The International Basketball Federation); www.fiba.com.
85. FIVB - Federation Internationale de Volleyball; (The International Volleyball Federation); www.fivb.org.
86. FM Approvals - FM Approvals LLC; www.fmglobal.com.
87. FM Global - FM Global; (Formerly: FMG - FM Global); www.fmglobal.com.
88. FRSA - Florida Roofing, Sheet Metal Contractors Association, Inc.; www.floridarof.com.
89. FSA - Fluid Sealing Association; www.fluidsealing.com.
90. FSC - Forest Stewardship Council U.S.; www.fscus.org.
91. GA - Gypsum Association; www.gypsum.org.
92. GANA - Glass Association of North America; (See NGA).
93. GS - Green Seal; www.greenseal.org.
94. HI - Hydraulic Institute; 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.
99. IAPSC - International Association of Professional Security Consultants; www.iapsc.org.
100. IAS - International Accreditation Service; www.iasonline.org.
101. ICBO - International Conference of Building Officials; (See ICC).
102. ICC - International Code Council; www.iccsafe.org.
103. ICEA - Insulated Cable Engineers Association, Inc.; www.icea.net.
104. ICPA - International Cast Polymer Association; www.theicpa.com.
105. ICRI - International Concrete Repair Institute, Inc.; www.icri.org.
106. IEC - International Electrotechnical Commission; www.iec.ch.
107. IEEE - Institute of Electrical and Electronics Engineers, Inc. (The); www.ieee.org.

108. IES - Illuminating Engineering Society; (Formerly: Illuminating Engineering Society of North America); www.ies.org.
109. IESNA - Illuminating Engineering Society of North America; (See IES).
110. IEST - Institute of Environmental Sciences and Technology; www.iest.org.
111. IGMA - Insulating Glass Manufacturers Alliance; www.igmaonline.org.
112. IGSHPA - International Ground Source Heat Pump Association; www.igshpa.org.
113. II - Infocomm International; (See AVIXA).
114. ILI - Indiana Limestone Institute of America, Inc.; www.iliai.com.
115. Intertek - Intertek Group; (Formerly: ETL SEMCO; Intertek Testing Service NA); www.intertek.com.
116. ISA - International Society of Automation (The); (Formerly: Instrumentation, Systems, and Automation Society); www.isa.org.
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.
119. ISO - International Organization for Standardization; www.iso.org.
120. ISSFA - International Solid Surface Fabricators Association; (See ISFA).
121. ITU - International Telecommunication Union; www.itu.int.
122. KCMA - Kitchen Cabinet Manufacturers Association; www.kcma.org.
123. LMA - Laminating Materials Association; (See CPA).
124. LPI - Lightning Protection Institute; www.lightning.org.
125. MBMA - Metal Building Manufacturers Association; www.mbma.com.
126. MCA - Metal Construction Association; www.metalconstruction.org.
127. MFMA - Maple Flooring Manufacturers Association, Inc.; www.maplefloor.org.
128. MFMA - Metal Framing Manufacturers Association, Inc.; www.metalframingmfg.org.
129. MHI - Material Handling Industry of America; www.mhia.org.
130. MIA - Marble Institute of America; (See NSI).
131. MMPA - Moulding & Millwork Producers Association; www.wmmpa.com.
132. MPI - Master Painters Institute; www.paintinfo.com.
133. MSS - Manufacturers Standardization Society of The Valve and Fittings Industry Inc.; www.mss-hq.org.
134. NAAMM - National Association of Architectural Metal Manufacturers; www.naamm.org.
135. NACE - NACE International; (National Association of Corrosion Engineers International); www.nace.org.
136. NADCA - National Air Duct Cleaners Association; www.nadca.com.
137. NAIMA - North American Insulation Manufacturers Association; www.naima.org.
138. NALP - National Association of Landscape Professionals; www.landscapelandscapeprofessionals.org.
139. NBGQA - National Building Granite Quarries Association, Inc.; www.nbgqa.com.
140. NBI - New Buildings Institute; www.newbuildings.org.
141. NCAA - National Collegiate Athletic Association (The); www.ncaa.org.
142. NCMA - National Concrete Masonry Association; www.ncma.org.
143. NEBB - National Environmental Balancing Bureau; www.nebb.org.
144. NECA - National Electrical Contractors Association; www.necanet.org.
145. NeLMA - Northeastern Lumber Manufacturers Association; www.nelma.org.
146. NEMA - National Electrical Manufacturers Association; www.nema.org.
147. NETA - InterNational Electrical Testing Association; www.netaworld.org.
148. NFHS - National Federation of State High School Associations; www.nfhs.org.
149. NFPA - National Fire Protection Association; www.nfpa.org.

150. NFPA - NFPA International; (See NFPA).
151. NFRC - National Fenestration Rating Council; www.nfrc.org.
152. NGA - National Glass Association (The); (Formerly: Glass Association of North America); www.glass.org.
153. NHLA - National Hardwood Lumber Association; www.nhla.com.
154. NLGA - National Lumber Grades Authority; www.nlga.org.
155. NOFMA - National Oak Flooring Manufacturers Association; (See NWFA).
156. NOMMA - National Ornamental & Miscellaneous Metals Association; www.nomma.org.
157. NRCA - National Roofing Contractors Association; www.nrca.net.
158. NRMCA - National Ready Mixed Concrete Association; www.nrmca.org.
159. NSF - NSF International; www.nsf.org.
160. NSI - National Stone Institute; (Formerly: Marble Institute of America); www.naturalstoneinstitute.org.
161. NSPE - National Society of Professional Engineers; www.nspe.org.
162. NSSGA - National Stone, Sand & Gravel Association; www.nssga.org.
163. NTMA - National Terrazzo & Mosaic Association, Inc. (The); www.ntma.com.
164. NWFA - National Wood Flooring Association; www.nwfa.org.
165. NWRA - National Waste & Recycling Association; www.wasterecycling.org
166. PCI - Precast/Prestressed Concrete Institute; www pci.org.
167. PDI - Plumbing & Drainage Institute; www.pdionline.org.
168. PLASA - PLASA; (Formerly: ESTA - Entertainment Services and Technology Association); www.plasa.org.
169. RCSC - Research Council on Structural Connections; www.boltcouncil.org.
170. RFCI - Resilient Floor Covering Institute; www.rfci.com.
171. RIS - Redwood Inspection Service; www.redwoodinspection.com.
172. SAE - SAE International; www.sae.org.
173. SCTE - Society of Cable Telecommunications Engineers; www.scte.org.
174. SDI - Steel Deck Institute; www.sdi.org.
175. SDI - Steel Door Institute; www.steeldoor.org.
176. SEFA - Scientific Equipment and Furniture Association (The); www.sefalabs.com.
177. SEI/ASCE - Structural Engineering Institute/American Society of Civil Engineers; (See ASCE).
178. SIA - Security Industry Association; www.siaonline.org.
179. SJI - Steel Joist Institute; www.steeljoist.org.
180. SMA - Screen Manufacturers Association; www.smainfo.org.
181. SMACNA - Sheet Metal and Air Conditioning Contractors' National Association; www.smacna.org.
182. SMPTE - Society of Motion Picture and Television Engineers; www.smpte.org.
183. SPFA - Spray Polyurethane Foam Alliance; www.sprayfoam.org.
184. SPIB - Southern Pine Inspection Bureau; www.spib.org.
185. SPRI - Single Ply Roofing Industry; www.spri.org.
186. SRCC - Solar Rating & Certification Corporation; www.solar-rating.org.
187. SSINA - Specialty Steel Industry of North America; www.ssina.com.
188. SSPC - SSPC: The Society for Protective Coatings; www.sspc.org.
189. STI - Steel Tank Institute; www.steeltank.com.
190. SWI - Steel Window Institute; www.steelwindows.com.
191. SWPA - Submersible Wastewater Pump Association; www.swpa.org.
192. TCA - Tilt-Up Concrete Association; www.tilt-up.org.
193. TCNA - Tile Council of North America, Inc.; www.tileusa.com.
194. TEMA - Tubular Exchanger Manufacturers Association, Inc.; www.tema.org.

195. TIA - Telecommunications Industry Association (The); (Formerly: TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance); www.tiaonline.org.
196. TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance; (See TIA).
197. TMS - The Masonry Society; www.masonrysociety.org.
198. TPI - Truss Plate Institute; www.tpinst.org.
199. TPI - Turfgrass Producers International; www.turfgrasssod.org.
200. TRI - Tile Roofing Institute; www.tileroofing.org.
201. UL - Underwriters Laboratories Inc.; www.ul.com.
202. UNI - Uni-Bell PVC Pipe Association; www.uni-bell.org.
203. USAV - USA Volleyball; www.usavolleyball.org.
204. USGBC - U.S. Green Building Council; www.usgbc.org.
205. USITT - United States Institute for Theatre Technology, Inc.; www.usitt.org.
206. WA - Wallcoverings Association; www.wallcoverings.org.
207. WCLIB - West Coast Lumber Inspection Bureau; www.wclib.org.
208. WCMA - Window Covering Manufacturers Association; www.wcmanet.org.
209. WDMA - Window & Door Manufacturers Association; www.wdma.com.
210. WI - Woodwork Institute; www.wicnet.org.
211. WSRCA - Western States Roofing Contractors Association; www.wsrca.com.
212. WWPA - Western Wood Products Association; <http://www.wwpa.org>. Retain "Code Agencies" Paragraph below if required. The Section Text in MasterSpec Sections is prepared assuming list is retained.

C. 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 fur Normung e.V.; www.din.de.
2. IAPMO - International Association of Plumbing and Mechanical Officials; www.iapmo.org.
3. ICC - International Code Council; www.iccsafe.org.
4. ICC-ES - ICC Evaluation Service, LLC; www.icc-es.org.

D. 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.
2. CPSC - Consumer Product Safety Commission; www.cpsc.gov.
3. DOC - Department of Commerce; National Institute of Standards and Technology; www.nist.gov.
4. DOD - Department of Defense; www.quicksearch.dla.mil.
5. DOE - Department of Energy; www.energy.gov.
6. EPA - Environmental Protection Agency; www.epa.gov.
7. FAA - Federal Aviation Administration; www.faa.gov.
8. FG - Federal Government Publications; www.gpo.gov/fdsys.
9. GSA - General Services Administration; www.gsa.gov.
10. HUD - Department of Housing and Urban Development; www.hud.gov.

11. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; www.eectd.lbl.gov.
12. OSHA - Occupational Safety & Health Administration; www.osha.gov.
13. SD - Department of State; www.state.gov.
14. TRB - Transportation Research Board; National Cooperative Highway Research Program; The National Academies; www.trb.org.
15. USDA - Department of Agriculture; Agriculture Research Service; U.S. Salinity Laboratory; www.ars.usda.gov.
16. USDA - Department of Agriculture; Rural Utilities Service; www.usda.gov.
17. USDOJ - Department of Justice; Office of Justice Programs; National Institute of Justice; www.ojp.usdoj.gov.
18. USP - U.S. Pharmacopeial Convention; www.usp.org.
19. USPS - United States Postal Service; www.usps.com.

E. 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.
2. DOD - Department of Defense; Military Specifications and Standards; Available from DLA Document Services; 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.
 - a. Available from Defense Standardization Program; www.dsp.dla.mil.
 - b. Available from General Services Administration; www.gsa.gov.
 - c. Available from National Institute of Building Sciences/Whole Building Design Guide; www.wbdg.org.
6. MILSPEC - Military Specification and Standards; (See DOD).
7. USAB - United States Access Board; www.access-board.gov.
8. USATBCB - U.S. Architectural & Transportation Barriers Compliance Board; (See USAB).

F. 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.
2. CCR; California Code of Regulations; Office of Administrative Law; California Title 24 Energy Code; 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.
5. CPUC; California Public Utilities Commission; www.cpuc.ca.gov.
6. SCAQMD; South Coast Air Quality Management District; www.aqmd.gov.
7. TFS; Texas A&M Forest Service; Sustainable Forestry and Economic Development; www.txforestservice.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, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
 - 1. Section 011000 "Summary" for work restrictions and limitations on utility interruptions.

1.3 USE CHARGES

- A. Installation, removal, and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities engaged in the Project to use temporary services and facilities without cost, including, but not limited to, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
- B. Sewer Service: Pay sewer-service use charges for sewer usage by all entities for construction operations.
- C. Water Service: Pay water-service use charges for water used by all entities for construction operations.
- D. Water and Sewer Service from Existing System: 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 and metering as required for construction operations.
- E. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use with metering. Provide connections and extensions of services and metering as required for construction operations.

1.4 INFORMATIONAL SUBMITTALS

- A. Site Utilization Plan: Show temporary facilities, temporary utility lines and connections, staging areas, construction site entrances, vehicle circulation, and parking areas for construction personnel.

B. Implementation and Termination Schedule: Within 15 days of date established for commencement of the Work, submit schedule indicating implementation and termination dates of each temporary utility.

1.5 QUALITY ASSURANCE

A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

B. 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: Engage Installer of each permanent service to 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.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Polyethylene Sheet: Reinforced, fire-resistive sheet, 10-mil minimum thickness, with flame-spread rating of 15 or less in accordance with ASTM E84 and passing NFPA 701 Test Method 2.

B. Dust-Control Adhesive-Surface Walk-Off Mats: Provide mats, minimum 36 by 60 inches.

C. Insulation: Unfaced mineral-fiber blanket, manufactured from glass, slag wool, or rock wool; with maximum flame-spread and smoke-developed indexes of 25 and 50, respectively.

2.2 TEMPORARY FACILITIES

A. Field Offices: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.

B. Resident's Field Office: The Contractor shall provide a Field Office Type B which shall meet the requirements of State of Maine Department of Transportation, "Standard Specifications," Revision March 2020, Section 639 – Engineering Facilities and any corrections, additions and revisions.

C. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.

1. Store combustible materials apart from building.

2.3 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
- B. HVAC Equipment: Unless Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
 1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
 2. Heating, Cooling, and Dehumidifying Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.
 3. Permanent HVAC System: If Owner authorizes use of permanent HVAC system for temporary use during construction, provide filter with MERV of [8] at each return-air grille in system and remove at end of construction and clean HVAC system as required in Section 017700 "Closeout Procedures."
- C. Air-Filtration Units: Primary and secondary HEPA-filter-equipped portable units with four-stage filtration. Provide single switch for emergency shutoff. Configure to run continuously.

PART 3 - EXECUTION

3.1 TEMPORARY FACILITIES, GENERAL

- A. Conservation: Coordinate construction and use of temporary facilities with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. See other Sections for disposition of salvaged materials that are designated as Owner's property.

3.2 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work and where they will not interfere with Department use of the maintenance lot. Relocate and modify facilities as required by progress of the Work.
 1. Locate facilities to limit site disturbance as specified in Section 011000 "Summary."
- 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.

C. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.

1. Prior to commencing work, isolate the HVAC system in area where work is to be performed and according to coordination drawings.
 - a. Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas.
 - b. Maintain negative air pressure within work area, using HEPA-equipped air-filtration units, starting with commencement of temporary partition construction, and continuing until removal of temporary partitions is complete.
2. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust-containment devices.
3. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.

3.3 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. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.

1. Connect temporary sewers to municipal system as directed by authorities having jurisdiction.

C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.

D. Water Service: Connect to Owner's existing water service facilities. Clean and maintain water service facilities in a condition acceptable to Owner. At Completion, restore these facilities to condition existing before initial use.

E. Sanitary Facilities: Provide temporary toilets, wash facilities, safety shower and eyewash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.

1. Use of Permanent Toilets: Use of Owner's new toilet facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Completion, restore these facilities to condition existing before initial use.

F. Temporary Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed

construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

1. Provide temporary dehumidification systems when required to reduce ambient and substrate moisture levels to level required to allow installation or application of finishes and their proper curing or drying.
- G. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner.
- H. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
 1. Install electric power service unless otherwise indicated.
 2. Connect temporary service to Owner's existing power source, as directed by Owner.
- I. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
 1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.

3.4 SUPPORT FACILITIES INSTALLATION

- A. Comply with the following:
 1. Provide construction for temporary field offices, shops, and sheds located within construction area or within 30 feet of building lines that is noncombustible in accordance with ASTM E136. Comply with NFPA 241.
 2. Utilize designated area within existing building for temporary field offices.
 3. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Traffic Controls: Comply with requirements of authorities having jurisdiction.
 1. Protect existing site improvements to remain, including curbs, pavement, and utilities.
 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking: Provide temporary offsite or use designated areas of Owner's existing parking areas for construction personnel.
- D. Storage and Staging: Provide temporary offsite area or use designated areas of Project site for storage and staging needs.
- E. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.

1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
2. Remove snow and ice as required to minimize accumulations.

F. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.

1. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.
 - a. Provide temporary, directional signs for construction personnel and visitors.
 2. Maintain and touch up signs, so they are legible at all times.

G. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."

H. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.

1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

I. Temporary Stairs: Until permanent stairs are available, provide temporary stairs where ladders are not adequate.

J. Existing Stair Usage: Use of Owner's existing stairs will be permitted, provided 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 stairs become damaged, restore damaged areas, so no evidence remains of correction work.

K. Temporary Use of Permanent Stairs: Use of new stairs for construction traffic will be permitted, provided stairs are protected and finishes restored to new condition at time of Substantial Completion.

3.5 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain written permission from adjacent property owner to access property for that purpose.

- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
 - 1. Comply with work restrictions specified in Section 011000 "Summary."
- C. Temporary Erosion and Sedimentation Control: The Contractor shall provide temporary soil and erosion control which shall meet the requirements of (1) Special Provision 656, (2) State of Maine Department of Transportation, "Standard Specifications," Revision March 2020, and any corrections, additions and revisions, and (3) MaineDOT Best Management Practices for Erosion and Sediment Control, latest edition.
- D. Stormwater Control: The Contractor shall provide stormwater control which shall meet the requirements of Special Provision 656, and State of Maine Department of Transportation, "Standard Specifications," Revision March 2020, and any corrections, additions and revisions. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.
- E. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- F. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.
 - 1. Where heating or cooling is needed and permanent enclosure is incomplete, insulate temporary enclosures.
- G. 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 gypsum wallboard, with joints taped on occupied side, and fire-retardant-treated plywood on construction operations side.
 - 2. Construct dustproof partitions with two layers of 6-mil polyethylene sheet on each side. Cover floor with two layers of 6-mil polyethylene sheet, extending sheets 18 inches up the sidewalls. Overlap and tape full length of joints. Cover floor with fire-retardant-treated plywood.
 - a. Construct vestibule and airlock at each entrance through temporary partition with not less than 48 inches between doors. Maintain water-dampened foot mats in vestibule.
 - 3. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
 - 4. Insulate partitions to control noise transmission to occupied areas.
 - 5. Seal joints and perimeter. Equip partitions with gasketed dustproof doors and security locks where openings are required.
 - 6. Protect air-handling equipment.

7. Provide walk-off mats at each entrance through temporary partition.

H. 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; manage fire-prevention program.

1. Prohibit smoking in construction areas. Comply with additional limits on smoking specified in other Sections.
2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition in accordance with 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. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign, stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

3.6 MOISTURE AND MOLD CONTROL

A. Moisture and Mold Protection: Protect stored materials and installed Work in accordance with Moisture and Mold Protection Plan.

B. Exposed Construction Period: Before installation of weather barriers, when materials are subject to wetting and exposure and to airborne mold spores, protect as follows:

1. Protect porous materials from water damage.
2. Protect stored and installed material from flowing or standing water.
3. Keep porous and organic materials from coming into prolonged contact with concrete.
4. Remove standing water from decks.
5. Keep deck openings covered or dammed.

C. Partially Enclosed Construction Period: After installation of weather barriers but before full enclosure and conditioning of building, when installed materials are still subject to infiltration of moisture and ambient mold spores, protect as follows:

1. Do not load or install drywall or other porous materials or components, or items with high organic content, into partially enclosed building.
2. Keep interior spaces reasonably clean and protected from water damage.
3. Periodically collect and remove waste containing cellulose or other organic matter.
4. Discard or replace water-damaged material.
5. Do not install material that is wet.
6. Discard and replace stored or installed material that begins to grow mold.
7. Perform work in a sequence that allows wet materials adequate time to dry before enclosing the material in gypsum board or other interior finishes.

D. Controlled Construction Period: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:

1. Control moisture and humidity inside building by maintaining effective dry-in conditions.

2. Use temporary or permanent HVAC system to control humidity within ranges specified for installed and stored materials.
3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits.
 - a. Hygroscopic materials that may support mold growth, including wood and gypsum-based products, that become wet during the course of construction and remain wet for 48 hours are considered defective and require replacing.
 - b. Measure moisture content of materials that have been exposed to moisture during construction operations or after installation. Record readings beginning at time of exposure and continuing daily for 48 hours. Identify materials containing moisture levels higher than allowed. Report findings in writing to Architect.
 - c. Remove and replace materials that cannot be completely restored to their manufactured moisture level within 48] hours.

3.7 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 Contractor. Owner reserves right to take possession of Project identification signs.
 2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 017700 "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," 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.

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.
- B. Product Selection Procedures:

1. Sole Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
 - a. Sole product may be indicated by the phrase "Subject to compliance with requirements, provide the following."
2. Sole Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
 - a. Sole manufacturer/source may be indicated by the phrase "Subject to compliance with requirements, provide products by the following."
3. 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 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."
4. 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.
5. 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 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."
6. 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.
- 7. 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 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.

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, Two-Step Process: Approval by the Architect of Contractor's request for use of comparable product is not intended to satisfy other submittal requirements. Comply with specified submittal requirements.

D. 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. Installation of the Work.
2. Cutting and patching.
3. Coordination of Owner-installed products.
4. Progress cleaning.
5. Starting and adjusting.
6. Protection of installed construction.

- B. Related Requirements:

1. Section 011000 "Summary" for 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, and final cleaning.
4. 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 other work.
- B. Patching: Fitting and repair work required to restore construction to original conditions after installation of other work.

1.4 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, notify Owner of locations and details of cutting and await directions from Owner 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.
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.
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 Owner'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 products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

A. General: 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 Owner for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; underground electrical services, and other utilities.

2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

B. 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.

C. 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.
2. List of detrimental conditions, including substrates.
3. List of unacceptable installation tolerances.
4. Recommended corrections.

D. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

A. Existing Utility Information: Furnish information to Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

B. 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.

C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Owner according to requirements in Section 013100 "Project Management and Coordination."

3.3 INSTALLATION

- A. General: 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.
- 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 the best possible results. 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.
- 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: Do not use tools or equipment that produce harmful 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 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.
 - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Owner.
 - 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. Fit exposed connections together to form hairline joints.
- J. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.4 CUTTING AND PATCHING

- A. Cutting and Patching, 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. Temporary Support: Provide temporary support of work to be cut.
- C. 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.
- D. 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.
- E. 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. 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 minimize 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. 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.

F. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.5 OWNER-INSTALLED PRODUCTS (Not Used)

3.6 PROGRESS CLEANING

- A. General: 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.

- a. Clean interior spaces prior to the start of finish painting, and continue cleaning on an as-needed basis until painting is finished.
- b. Schedule operations so that dust and other contaminants resulting from cleaning process will not fall on wet or newly coated surfaces.

3. Remove materials and debris that create tripping hazards.

D. For general construction, each trade shall pick up the debris and rubbish, generated by that trade, and dispose of in dumpsters furnished by the General Contractor.

E. 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.

F. Concealed Spaces: Remove dirt, debris and garbage from concealed spaces, including stud cavities before enclosing the space.

G. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

H. 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 017419 "Construction Waste Management and Disposal."

I. 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.

J. 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.

K. Limiting Exposures: Supervise construction operations to assure 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 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. Comply with manufacturer's written instructions for temperature and relative humidity.
- C. Protect resilient 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 or recommended in writing by flooring manufacturer.
 - 1. Cover products installed on floor surfaces with undyed, untreated building paper until inspection for Substantial Completion.
 - 2. Do not move heavy and sharp objects directly over floor surfaces. Place plywood or hardboard panels over flooring and under objects while they are being moved. Slide or roll objects over panels without moving panels.
- D. Protect roofing materials against cuts, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during the remainder of construction period.
 - 1. Do not move heavy and sharp objects directly over roof surfaces. Place plywood or hardboard panels over roofing and under objects while they are being moved. Slide or roll objects over panels without moving panels.

END OF SECTION 017300

SECTION 017419 - CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

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 administrative and procedural requirements for the following:

1. Recycling nonhazardous construction waste.
2. Disposing of nonhazardous construction waste.

1.3 DEFINITIONS

A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.

B. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.

C. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.

1.4 PERFORMANCE REQUIREMENTS

A. General: Recycle as much percent by weight as possible of total non-hazardous solid waste generated by the Work. Practice efficient waste management in the use of materials in the course of the Work. Use all reasonable means to divert construction and demolition waste from landfills and incinerators. Facilitate recycling and salvage of materials, including the following:

1. Construction Waste:
 - a. Masonry and CMU.
 - b. Lumber.
 - c. Wood sheet materials.
 - d. Wood trim.
 - e. Metals.
 - f. Roofing.
 - g. Insulation.
 - h. Carpet and pad.
 - i. Gypsum board.

- j. Piping.
- k. Electrical conduit.
- l. Packaging: Regardless of salvage/recycle goal indicated above, salvage or recycle 100 percent of the following uncontaminated packaging materials:
 - 1) Paper.
 - 2) Cardboard.
 - 3) Boxes.
 - 4) Plastic sheet and film.
 - 5) Polystyrene packaging.
 - 6) Wood crates.
 - 7) Plastic pails.

1.5 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 RECYCLING CONSTRUCTION WASTE, GENERAL

- A. General: Recycle paper and beverage containers used by on-site workers.
- B. Procedures: Separate recyclable waste from other waste materials, trash, and debris. Separate recyclable waste by type at Project site to the maximum extent practical.
 - 1. Provide appropriately marked containers or bins for controlling recyclable waste until they are removed from Project site. Include list of acceptable and unacceptable materials at each container and bin.
 - a. Inspect containers and bins for contamination and remove contaminated materials if found.
 - 2. Stockpile processed materials on-site without intermixing with other materials. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
 - 3. Stockpile materials away from construction area. Do not store within drip line of remaining trees.
 - 4. Store components off the ground and protect from the weather.
 - 5. Remove recyclable waste off Owner's property and transport to recycling receiver or processor.

3.2 RECYCLING CONSTRUCTION WASTE

A. Packaging:

1. Cardboard and Boxes: Break down packaging into flat sheets. Bundle and store in a dry location.
2. Polystyrene Packaging: Separate and bag materials.
3. Pallets: As much as possible, require deliveries using pallets to remove pallets from Project site. For pallets that remain on-site, break down pallets into component wood pieces and comply with requirements for recycling wood.
4. Crates: Break down crates into component wood pieces and comply with requirements for recycling wood.

B. Wood Materials:

1. Clean Cut-Offs of Lumber: Grind or chip into small pieces.
2. Clean Sawdust: Bag sawdust that does not contain painted or treated wood.

3.3 DISPOSAL OF WASTE

A. General:

Except for items or materials to be salvaged, recycled, or otherwise reused, remove waste materials from Project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction.

1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.

B. Burning:

Do not burn waste materials.

C. Disposal:

Transport waste materials off Owner's property and legally dispose of them.

END OF SECTION 017419

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. If the Contractor discovers any ambiguity, error, omission, conflict, or discrepancy, Special Provision Section 101.3.6 Priority of Conflicting Contract Documents shall control.
 - 1. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
 - 2. State of Maine Department of Transportation, "Standard Specifications," March 2020 Edition, and any revisions thereto, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Inspection procedures.
 - 2. Project Record Documents.
 - 3. Operation and maintenance manuals.
 - 4. Warranties.
 - 5. Instruction of Owner's personnel.
 - 6. Final cleaning.

1.3 FINAL COMPLETION

- A. Preliminary Procedures: Before requesting final inspection, complete the following. List items below that are incomplete in request.
 - 1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
 - 2. Advise Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Obtain and submit releases permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 5. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
 - 6. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 - 7. Complete startup testing of systems.
 - 8. Submit test/adjust/balance records.

9. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
10. Advise Owner of changeover in heat and other utilities.
11. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
12. Complete final cleaning requirements, including touchup painting.
13. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
14. Submit a final application for payment according to Section 108 Progress Payments.
15. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
16. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, the Resident will either proceed with inspection or notify Contractor of unfulfilled requirements.

1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.4 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Preparation: Submit three copies 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,
2. Organize items applying to each space by major element, including categories for ceiling, 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 Resident
 - d. Name of Contractor.
 - e. Page number.

1.5 PROJECT RECORD DOCUMENTS

A. General: Do not use Project Record Documents for construction purposes. Protect Project Record Documents from deterioration and loss. Provide access to Project Record Documents for Resident's reference during normal working hours.

B. Record Drawings: Maintain and submit one set of blue- or black-line white prints of Contract Drawings and Shop Drawings.

1. 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 prepare the marked-up Record Prints.

- a. Give particular attention to information on concealed elements that cannot be readily identified and recorded later.
- b. Accurately record information in an understandable drawing technique.
- c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
- d. Mark Contract Drawings or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. Where Shop Drawings are marked, show cross-reference on Contract Drawings.

2. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at the same location.
3. Mark important additional information that was either shown schematically or omitted from original Drawings.
4. Note Construction Change Directive numbers, Change Order numbers, alternate numbers, and similar identification where applicable.
5. Identify and date each Record Drawing; include the designation "AS-BUILT DRAWINGS" in a prominent location. Organize into manageable sets; bind each set with durable paper cover sheets. Include identification on cover sheets.

C. Record Product Data: Submit one copy of each Product Data submittal. Mark one set to indicate the actual product installation where installation varies substantially from that indicated in Product Data.

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, Record Drawings, where applicable.

D. Miscellaneous Record Submittals: 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.

1.6 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Resident for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated..
- B. Partial Occupancy: Submit properly executed warranties within 10 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.

1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

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 DEMONSTRATION AND TRAINING

A. Instruction: Instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.

1. Provide instructors experienced in operation and maintenance procedures.
2. Provide instruction at mutually agreed-on times. For equipment that requires seasonal operation, provide similar instruction at the start of each season.
3. Schedule training with Owner with at least seven days' advance notice.
4. Coordinate instructors, including providing notification of dates, times, length of instruction, and course content.

B. Program Structure: Develop an instruction program that includes individual training modules for each system and equipment not part of a system, as required by individual Specification Sections. For each training module, develop a learning objective and teaching outline. Include instruction for the following:

1. System design and operational philosophy.
2. Review of documentation.
3. Operations.
4. Adjustments.
5. Troubleshooting.
6. Maintenance.
7. Repair.

3.2 FINAL CLEANING

- A. General: Provide 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 portion of Project:
 - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, 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 neither planted nor 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. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - j. Remove labels that are not permanent.
 - k. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - 1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
 - l. Wipe surfaces of mechanical and electrical equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - m. Replace parts subject to unusual operating conditions.
 - 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.
- q. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs, and those noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.
- r. Leave Project clean and ready for occupancy.

C. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 01770

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 by email to Architect. Enable reviewer comments on draft submittals.
2. Submit three paper copies. Architect will return one copies.

C. 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 Construction Manager.
7. Name and contact information for Architect.
8. Name and contact information for Commissioning Authority.
9. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
10. 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.

- 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 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY MANUAL

- A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals. List items and their location to facilitate ready access to desired information. Include the following:
 - 1. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
 - 2. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
 - 3. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.

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. 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.
- I. 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.

1.10 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 017700 "Closeout Procedures" for general closeout procedures.
2. 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 one set(s) of marked-up record prints.
2. Number of Copies: Submit copies of Record Drawings as follows:

a. Initial Submittal:

- 1) Submit one paper-copy set(s) of marked-up record prints.
- 2) Submit PDF electronic files of scanned record prints and one set(s) of file prints.
- 3) Submit Record Digital Data Files and one set(s) of plots.
- 4) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.

b. Final Submittal:

- 1) Submit three paper-copy set(s) of marked-up record prints.
- 2) Submit PDF electronic files of scanned Record Prints and three set(s) of file prints.

- 3) Print each drawing, whether or not changes and additional information were recorded.

B. Record Specifications: Submit annotated PDF electronic files of Project's Specifications, including addenda and Contract modifications.

C. Record Product Data: Submit annotated PDF electronic files and directories of each submittal.

1.4 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 055119 - METAL GRATING STAIRS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Industrial Class, stand alone, straight run stairs with steel-grating treads and landing including railings and guards attached to metal stairs.

1.2 COORDINATION

- A. Coordinate selection of shop primers with topcoats to be applied over them. Comply with paint and coating manufacturers' written instructions to ensure that shop primers and topcoats are compatible with one another.

1.3 ACTION SUBMITTALS

- A. Product Data: For metal grating stairs and the following:
 - 1. Gratings.
 - 2. Shop primer products.
 - 3. Grout.
- B. Shop Drawings:
 - 1. Include plans, elevations, sections, details, and attachment to other work.
 - 2. Indicate sizes of metal sections, thickness of metals, profiles, holes, and field joints.
 - 3. Include plan at each level.
 - 4. Indicate locations of anchors, weld plates, and blocking for attachment of handrails.
- C. Delegated-Design Submittal: For stairs, railings, guards, and foundations including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.

1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For professional engineer's experience with providing delegated-design engineering services of the kind indicated, including documentation that engineer is licensed in the State in which Project is located.
- B. Welding certificates.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Fabricator of products.
- B. Welding Qualifications: Qualify procedures and personnel according to AWS D1.1/D1.1M, "Structural Welding Code - Steel."

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Delegated Design: Engage a qualified professional engineer, as defined in Section 014000 "Quality Requirements," to design stairs, railings, and guards, including attachment to building construction.
- B. Structural Performance of Stairs: Metal stairs shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated:
 - 1. Uniform Load: 100 lbf/sq. ft.
 - 2. Concentrated Load: 300 lbf applied on an area of 4 sq. in.
 - 3. Uniform and concentrated loads need not be assumed to act concurrently.
 - 4. Stair Framing: Capable of withstanding stresses resulting from railing and guard loads in addition to loads specified above.
 - 5. Limit deflection of treads, platforms, and framing members to L/360.
- C. Structural Performance of Railings and Guards: Railings and guards, including attachment to building construction, shall withstand the effects of gravity loads and the following loads and stresses within limits and under conditions indicated:
 - 1. Handrails and Top Rails of Guards:
 - a. Uniform load of 50 lbf/ft. applied in any direction.
 - b. Concentrated load of 200 lbf applied in any direction.
 - c. Uniform and concentrated loads need not be assumed to act concurrently.
 - 2. Infill of Guards:
 - a. Concentrated load of 50 lbf applied horizontally on an area of 1 sq. ft.
 - b. Infill load and other loads need not be assumed to act concurrently.
 - 3. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes.

2.2 METALS

- A. Steel Plates, Shapes, and Bars: ASTM A36/A36M.
- B. Rolled-Steel Floor Plate: ASTM A786/A786M, rolled from plate complying with ASTM A36/A36M or ASTM A283/A283M, Grade C or D.

- C. Steel Bars for Grating Treads: ASTM A36/A36M or steel strip, ASTM A1011/A1011M or ASTM A1018/A1018M.
- D. Steel Wire Rod for Grating Crossbars: ASTM A510/A510M.
- E. Steel Tubing for Railings and Guards: ASTM A500/A500M (cold formed) or ASTM A513/A513M.

2.3 FASTENERS

- A. General: Provide zinc-plated fasteners with coating complying with ASTM B633 or ASTM F1941/F1941M, Class Fe/Zn 12 for exterior use, and Class Fe/Zn 5 Type 304 stainless-steel fasteners for exterior use and zinc-plated fasteners with coating complying with ASTM B633 or ASTM F1941/F1941M, Class Fe/Zn 5 where built into exterior walls.
 - 1. Select fasteners for type, grade, and class required.
- B. Fasteners for Anchoring Railings and Guards to Other Construction: Select fasteners of type, grade, and class required to produce connections suitable for anchoring railings and guards to other types of construction indicated and capable of withstanding design loads.
- C. Post-Installed Anchors: **Torque-controlled expansion anchors or chemical anchors** capable of sustaining, without failure, a load equal to six times the load imposed when installed in unit masonry and four times the load imposed when installed in concrete, as determined by testing according to ASTM E488/E488M, conducted by a qualified independent testing agency.
 - 1. Material for Exterior Locations and Where Stainless Steel Is Indicated: Alloy Group 1 stainless-steel bolts, ASTM F593, and nuts, ASTM F594.

2.4 MISCELLANEOUS MATERIALS

- A. Zinc-Rich Primer: Comply with SSPC-Paint 20, and compatible with topcoat.
- B. Shop Primer for Galvanized Steel: Primer formulated for exterior use over zinc-coated metal and compatible with finish paint systems indicated.
- C. Galvanizing Repair Paint: High-zinc-dust-content paint complying with SSPC-Paint 20 and compatible with paints specified to be used over it.
- D. Nonmetallic, Shrinkage-Resistant Grout: ASTM C1107/C1107M, factory-packaged, nonmetallic aggregate grout; recommended by manufacturer for interior and exterior use.

2.5 FABRICATION, GENERAL

- A. Provide complete stair assemblies, including metal framing, hangers, railings, guards, clips, brackets, bearing plates, and other components necessary to support and anchor stairs and platforms on supporting structure.

1. Join components by welding unless otherwise indicated.
2. Use connections that maintain structural value of joined pieces.

B. Assemble stairs, railings, and guards in shop to greatest extent possible.

1. Disassemble units only as necessary for shipping and handling limitations.
2. Clearly mark units for reassembly and coordinated installation.

C. Cut, drill, and punch metals cleanly and accurately.

1. Remove burrs and ease edges to a radius of approximately 1/32 inch unless otherwise indicated.
2. Remove sharp or rough areas on exposed surfaces.

D. Form exposed work with accurate angles and surfaces and straight edges.

E. Weld connections to comply 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. At exposed connections, finish exposed welds to comply with NOMMA's "Voluntary Joint Finish Standards" for Finish #4 - Good quality, uniform undressed weld with minimal splatter.

2.6 FABRICATION OF STEEL-FRAMED STAIRS

A. NAAMM Stair Standard: Comply with NAAMM AMP 510, "Metal Stairs Manual," for Industrial Class, unless more stringent requirements are indicated.

B. Stair Framing:

1. Fabricate stringers of steel plates or channels.
 - a. Stringer Size: As required to comply with "Performance Requirements" Article.
 - b. Provide closures for exposed ends of channel stringers.
 - c. Finish: Galvanized.
2. Construct platforms and tread supports of steel plate or channel headers and miscellaneous framing members as required to comply with "Performance Requirements" Article.
 - a. Provide closures for exposed ends of channel framing.
 - b. Finish: Galvanized.
3. Weld stringers to headers; weld framing members to stringers and headers.

C. Metal Bar-Grating Stairs: Form treads and platforms to configurations shown from metal bar grating; fabricate to comply with NAAMM MBG 531, "Metal Bar Grating Manual."

1. Fabricate treads and platforms from welded steel grating complying with all state and local building code and OSHA requirements.
 - a. Surface: Serrated.
 - b. Finish: Galvanized.
2. Fabricate grating treads with rolled-steel floor plate nosing and with steel angle or steel plate carrier at each end for stringer connections.
 - a. Secure treads to stringers with bolts.
3. Fabricate grating platforms with nosing matching that on grating treads.
 - a. Secure grating to platform framing by welding.

D. Risers: Solid.

E. Toe Plates: Provide toe plates around openings and at edge of open-sided floors and platforms, and at open ends and open back edges of treads.

1. Material and Finish: Steel plate to match finish of other steel items.
2. Fabricate to dimensions and details indicated.

2.7 FABRICATION OF STAIR RAILINGS AND GUARDS

A. Fabricate railings and guards to comply with requirements indicated for design, dimensions, details, finish, and member sizes, including wall thickness of member, post spacings, wall bracket spacing, and anchorage, but not less than that needed to withstand indicated loads.

2.8 FINISHES

A. Galvanizing: Hot-dip galvanize items as indicated to comply with ASTM A153/A153M for steel and iron hardware and with ASTM A123/A123M for other steel and iron products.

PART 3 - EXECUTION

3.1 INSTALLATION OF METAL STAIRS

A. Fastening to In-Place Construction: Provide anchorage devices and fasteners where necessary for securing metal stairs to in-place construction.

1. Include threaded fasteners for concrete and masonry inserts, through-bolts, lag bolts, and other connectors.

B. Cutting, Fitting, and Placement: Perform cutting, drilling, and fitting required for installing metal stairs. Set units accurately in location, alignment, and elevation, measured from established lines and levels and free of rack.

- C. Install metal stairs by welding stair framing to steel structure or to weld plates cast into concrete unless otherwise indicated.
 - 1. Grouted Baseplates: Clean concrete and masonry bearing surfaces of bond-reducing materials, and roughen to improve bond to surfaces.
 - a. Clean bottom surface of baseplates.
 - b. Set steel-stair baseplates on wedges, shims, or leveling nuts.
 - c. After stairs have been positioned and aligned, tighten anchor bolts.
 - d. Do not remove wedges or shims, but if protruding, cut off flush with edge of bearing plate before packing with grout.
 - e. Promptly pack grout solidly between bearing surfaces and plates to ensure that no voids remain.
 - 1) Neatly finish exposed surfaces; protect grout and allow to cure.
 - 2) Comply with manufacturer's written installation instructions for shrinkage-resistant grouts.
- D. Provide temporary bracing or anchors in formwork for items that are to be built into concrete, masonry, or similar construction.
- E. Fit exposed connections accurately together to form hairline joints.
 - 1. Weld connections that are not to be left as exposed joints but cannot be shop welded because of shipping size limitations.
 - 2. Do not weld, cut, or abrade surfaces of exterior units that have been hot-dip galvanized after fabrication and are for bolted or screwed field connections.
 - 3. Comply with requirements for welding in "Fabrication, General" Article.

3.2 INSTALLATION OF RAILINGS AND GUARDS

- A. Adjust railing and guard systems before anchoring to ensure matching alignment at abutting joints with tight, hairline joints.
 - 1. Space posts at spacing indicated or, if not indicated, as required by design loads.
 - 2. Plumb posts in each direction, within a tolerance of 1/16 inch in 3 feet.
 - 3. Align rails and guards so variations from level for horizontal members and variations from parallel with rake of stairs for sloping members do not exceed 1/4 inch in 12 feet.
 - 4. Secure posts, rail ends, and guard ends to building construction as follows:
 - a. Anchor posts to steel by welding or bolting to steel supporting members.
 - b. Anchor handrail and guard ends to concrete and masonry with steel round flanges welded to rail and guard ends and anchored with post-installed anchors and bolts.

3.3 REPAIR

- A. Galvanized Surfaces: Clean field welds, bolted connections, and abraded areas and repair galvanizing to comply with ASTM A780/A780M.

B. END OF SECTION 055119

SECTION 061053

MISCELLANEOUS ROUGH CARPENTRY

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. Wood blocking and nailers.
2. Plywood backing panels.

1.3 DEFINITIONS

- A. Dimension Lumber: Lumber of 2 inches nominal or greater but less than 5 inches nominal in least dimension.

1.4 INFORMATIONAL SUBMITTALS

- A. Evaluation Reports: For the following, from ICC-ES:

1. Preservative-treated wood.
2. Power-driven fasteners.
3. Powder-actuated fasteners.
4. Expansion anchors.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Stack lumber flat with spacers beneath and between each bundle to provide air circulation. Protect lumber from weather by covering with waterproof sheeting, securely anchored. Provide for air circulation around stacks and under coverings.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

- A. Lumber: DOC PS 20 and applicable rules of grading agencies indicated. If no grading agency is indicated, provide lumber that complies with the applicable rules of any rules-writing agency

certified by the ALSC Board of Review. Provide lumber graded by an agency certified by the ALSC Board of Review to inspect and grade lumber under the rules indicated.

1. Factory mark each piece of lumber with grade stamp of grading agency.
2. Provide dressed lumber, S4S, unless otherwise indicated.

B. Maximum Moisture Content of Lumber: 15 percent for 2-inch nominal thickness or less, 19 percent for more than 2-inch nominal thickness unless otherwise indicated.

2.2 WOOD-PRESERVATIVE-TREATED MATERIALS

A. Preservative Treatment by Pressure Process: AWPA U1; Use Category UC2.

1. Preservative Chemicals: Acceptable to authorities having jurisdiction and containing no arsenic or chromium.

B. Kiln-dry lumber after treatment to a maximum moisture content of 19 percent. Do not use material that is warped or does not comply with requirements for untreated material.

C. Mark lumber with treatment quality mark of an inspection agency approved by the ALSC Board of Review.

D. Application: Treat items indicated on Drawings, and the following:

1. Wood cants, nailers, curbs, equipment support bases, blocking, stripping, and similar members in connection with roofing, flashing, vapor barriers, and waterproofing.
2. Wood sills, sleepers, blocking, furring, stripping, and similar concealed members in contact with masonry or concrete.

2.3 MISCELLANEOUS LUMBER

A. General: Provide miscellaneous lumber indicated and lumber for support or attachment of other construction, including the following:

1. Blocking.
2. Nailers.

B. For items of dimension lumber size, provide Standard, Stud, or No. 3 grade lumber of any species.

1. Hem-fir (north); NLGA.
2. Mixed southern pine; SPIB.
3. Spruce-pine-fir; NLGA.
4. Hem-fir; WCLIB or WWPA.
5. Spruce-pine-fir (south); NeLMA, WCLIB, or WWPA.
6. Western woods; WCLIB or WWPA.
7. Northern species; NLGA.
8. Eastern softwoods; NeLMA.

C. For concealed boards, provide lumber with 15 percent maximum moisture content.

- D. For blocking not used for attachment of other construction, Utility, Stud, or No. 3 grade lumber of any species may be used provided that it is cut and selected to eliminate defects that will interfere with its attachment and purpose.
- E. For blocking and nailers used for attachment of other construction, select and cut lumber to eliminate knots and other defects that will interfere with attachment of other work.
- F. For furring strips for installing plywood or hardboard paneling, select boards with no knots capable of producing bent-over nails and damage to paneling.

2.4 PLYWOOD BACKING PANELS

- A. Equipment Backing Panels: DOC PS 1, Exterior, AC, in thickness indicated or, if not indicated, not less than 3/4-inch nominal thickness.

2.5 FASTENERS

- A. General: Provide fasteners of size and type indicated that comply with requirements specified in this article for material and manufacture.
 - 1. Where carpentry is exposed to weather, in ground contact, pressure-preserved treated, or in area of high relative humidity, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.
- B. Nails, Brads, and Staples: ASTM F 1667.
- C. Power-Driven Fasteners: NES NER-272.
- D. Wood Screws: ASME B18.6.1.
- E. Screws for Fastening to Metal Framing: ASTM C 1002, length as recommended by screw manufacturer for material being fastened.
- F. Lag Bolts: ASME B18.2.1.
- G. Bolts: Steel bolts complying with ASTM A 307, Grade A; with ASTM A 563 hex nuts and, where indicated, flat washers.
- H. Expansion Anchors: Anchor bolt and sleeve assembly of material indicated below with capability to sustain, without failure, a load equal to 6 times the load imposed when installed in unit masonry assemblies and equal to 4 times the load imposed when installed in concrete as determined by testing per ASTM E 488 conducted by a qualified independent testing and inspecting agency.
 - 1. Material: Carbon-steel components, zinc plated to comply with ASTM B 633, Class Fe/Zn 5.
 - 2. Material: Stainless steel with bolts and nuts complying with ASTM F 593 and ASTM F 594, Alloy Group 1 or 2.

2.6 MISCELLANEOUS MATERIALS

- A. Adhesives for Gluing Furring to Concrete or Masonry: Formulation complying with ASTM D 3498 that is approved for use indicated by adhesive manufacturer.
- B. Flexible Flashing: Composite, self-adhesive, flashing product consisting of a pliable, butyl rubber compound, bonded to a high-density polyethylene film, aluminum foil, or spunbonded polyolefin to produce an overall thickness of not less than 0.025 inch.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Set carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit carpentry to other construction; scribe and cope as needed for accurate fit. Locate furring, nailers, blocking, grounds, and similar supports to comply with requirements for attaching other construction.
- B. Where wood-preservative-treated lumber is installed adjacent to metal flashing, install continuous flexible flashing separator between wood and metal flashing.
- C. Framing Standard: Comply with AF&PA's WCD 1, "Details for Conventional Wood Frame Construction," unless otherwise indicated.
- D. Install plywood backing panels by fastening to studs; coordinate locations with utilities requiring backing panels.
- E. Provide blocking and framing as indicated and as required to support facing materials, fixtures, specialty items, and trim.
 - 1. Provide metal clips for fastening gypsum board or lath at corners and intersections where framing or blocking does not provide a surface for fastening edges of panels. Space clips not more than 16 inches OC.
- F. Sort and select lumber so that natural characteristics will not interfere with installation or with fastening other materials to lumber. Do not use materials with defects that interfere with function of member or pieces that are too small to use with minimum number of joints or optimum joint arrangement.
- G. Comply with AWPA M4 for applying field treatment to cut surfaces of preservative-treated lumber.
 - 1. Use inorganic boron for items that are continuously protected from liquid water.
 - 2. Use copper naphthenate for items not continuously protected from liquid water.
- H. Securely attach carpentry work to substrate by anchoring and fastening as indicated, complying with the following:

1. NES NER-272 for power-driven fasteners.
2. Table 2304.9.1, "Fastening Schedule," in ICC's International Building Code.
3. Table R602.3(1), "Fastener Schedule for Structural Members," and Table R602.3(2), "Alternate Attachments," in ICC's International Residential Code for One- and Two-Family Dwellings.

I. Use steel common nails unless otherwise indicated. Select fasteners of size that will not fully penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections between members. Install fasteners without splitting wood. Drive nails snug but do not countersink nail heads unless otherwise indicated.

3.2 WOOD BLOCKING, AND NAILER INSTALLATION

- A. Install where indicated and where required for attaching other work. Form to shapes indicated and cut as required for true line and level of attached work. Coordinate locations with other work involved.
- B. Attach items to substrates to support applied loading. Recess bolts and nuts flush with surfaces unless otherwise indicated.

3.3 PROTECTION

- A. Protect wood that has been treated with inorganic boron (SBX) from weather. If, despite protection, inorganic boron-treated wood becomes wet, apply EPA-registered borate treatment. Apply borate solution by spraying to comply with EPA-registered label.
- B. Protect miscellaneous rough carpentry from weather. If, despite protection, miscellaneous rough carpentry becomes wet, apply EPA-registered borate treatment. Apply borate solution by spraying to comply with EPA-registered label.

END OF SECTION 061053

SECTION 061600 - SHEATHING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Wall sheathing.

B. Related Requirements:

1. Section 061000 "Rough Carpentry" for plywood backing panels.

1.2 DELIVERY, STORAGE, AND HANDLING

A. Stack panels flat with spacers beneath and between each bundle to provide air circulation. Protect sheathing from weather by covering with waterproof sheeting, securely anchored. Provide for air circulation around stacks and under coverings.

PART 2 - PRODUCTS

2.1 WALL SHEATHING

A. Glass-Mat Gypsum Non-combustible Sheathing: ASTM C 1177/1177M.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Dens-Glass Fireguard; Georgia-Pacific Corporation.
 - b. Approved equivalent
2. Type and Thickness: Type X, 5/8 inch thick.

2.2 FASTENERS

A. General: Provide fasteners of size and type indicated that comply with requirements specified in this article for material and manufacture.

1. For roof and wall sheathing, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.

B. Nails, Brads, and Staples: ASTM F 1667.

C. Power-Driven Fasteners: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.

- D. Screws for Fastening Sheathing to Wood Framing: ASTM C 1002.
- E. Screws for Fastening Wood Structural Panels to Cold-Formed Metal Framing: ASTM C 954, except with wafer heads and reamer wings, length as recommended by screw manufacturer for material being fastened.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Do not use materials with defects that impair quality of sheathing or pieces that are too small to use with minimum number of joints or optimum joint arrangement. Arrange joints so that pieces do not span between fewer than three support members.
- B. Cut panels at penetrations, edges, and other obstructions of work; fit tightly against abutting construction unless otherwise indicated.
- C. Use common wire nails unless otherwise indicated. Select fasteners of size that will not fully penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections. Install fasteners without splitting wood.
- D. Coordinate wall and roof sheathing installation with flashing and joint-sealant installation so these materials are installed in sequence and manner that prevent exterior moisture from passing through completed assembly.
- E. Do not bridge building expansion joints; cut and space edges of panels to match spacing of structural support elements.
- F. Coordinate sheathing installation with installation of materials installed over sheathing so sheathing is not exposed to precipitation or left exposed at end of the workday when rain is forecast.

3.2 GYPSUM SHEATHING INSTALLATION

- A. Comply with GA-253 and with manufacturer's written instructions.
 - 1. Fasten gypsum sheathing to cold-formed metal framing with screws.
 - 2. Install panels with a 3/8-inch gap where non-load-bearing construction abuts structural elements.
 - 3. Install panels with a 1/4-inch gap where they abut masonry or similar materials that might retain moisture, to prevent wicking.
- B. Apply fasteners so heads bear tightly against face of sheathing, but do not cut into facing.
 - 1. Space fasteners approximately 8 inches o.c. and set back a minimum of 3/8 inch from edges and ends of panels.
 - 2. For sheathing under stucco cladding, panels may be initially tacked in place with screws if overlying self-furring metal lath is screw-attached through sheathing to studs immediately after sheathing is installed.

- C. Vertical Installation (Metal Framing): Install vertical edges centered over studs. Abut ends and edges with those of adjacent panels. Attach at perimeter and within field of panel to each stud.
 - 1. Space fasteners approximately 8 inches o.c. and set back a minimum of 3/8 inch from edges and ends of panels.
 - 2. For sheathing under stucco cladding, panels may be initially tacked in place with screws if overlying self-furring metal lath is screw-attached through sheathing to studs immediately after sheathing is installed.
- D. Seal sheathing joints according to sheathing manufacturer's written instructions.
 - 1. Apply elastomeric sealant to joints and fasteners and trowel flat. Apply sufficient amount of sealant to completely cover joints and fasteners after troweling. Seal other penetrations and openings.
 - 2. Apply glass-fiber sheathing tape to glass-mat gypsum sheathing joints and apply and trowel sealant to embed entire face of tape in sealant. Apply sealant to exposed fasteners with a trowel so fasteners are completely covered. Seal other penetrations and openings.

END OF SECTION 061600

SECTION 079200 - JOINT SEALANTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Silicone joint sealants.
2. Urethane joint sealants.
3. Butyl joint sealants

B. Related Requirements:

1. Section 321373 "Concrete Paving Joint Sealants" for sealing joints in paved roads, parking lots, walkways, and curbing.

1.2 ACTION SUBMITTALS

A. Product Data:

1. Joint-sealants.
2. Joint sealant backing materials.

B. Samples for Initial Selection: Manufacturer's standard color charts consisting of strips of cured sealants showing the full range of colors available for each product exposed to view.

C. Joint-Sealant Schedule: Include the following information:

1. Joint-sealant application, joint location, and designation.
2. Joint-sealant manufacturer and product name.
3. Joint-sealant formulation.
4. Joint-sealant color.

1.3 INFORMATIONAL SUBMITTALS

A. Sample warranties.

1.4 CLOSEOUT SUBMITTALS

A. Warranty Documentation:

1. Manufacturers' special warranties.
2. Installer's special warranties.

1.5 QUALITY ASSURANCE

A. Qualifications:

1. Installers: Authorized representative who is trained and approved by manufacturer.
2. Testing Agency: Qualified in accordance with ASTM C1021 to conduct the testing indicated.

1.6 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.

1.7 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 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. VOC Content: Verify sealants and sealant primers comply with the following:
 - 1. Architectural sealants have a VOC content of 250 g/L or less.
 - 2. Sealants and sealant primers for nonporous substrates have a VOC content of 250 g/L or less.
 - 3. Sealants and sealant primers for porous substrates have a VOC content of 775 g/L or less.
- C. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

2.2 SILICONE JOINT SEALANTS

- A. Silicone, S, NS, 100/50, NT: Single-component, nonsag, plus 100 percent and minus 50 percent movement capability, nontraffic-use, neutral-curing silicone joint sealant; ASTM C920, Type S, Grade NS, Class 100/50, Use NT.
 - 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. Adfast.
 - b. Dow Corning Corporation.
 - c. Sika Corporation; Joint Sealants.
 - d. Tremco Incorporated.

2.3 URETHANE JOINT SEALANTS

- A. Urethane, S, NS, 25, NT: Single-component, nonsag, nontraffic-use, plus 25 percent and minus 25 percent movement capability, urethane joint sealant; ASTM C920, Type S, Grade NS, Class 25, Use NT.
 - 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. Bostik, Inc.
 - b. Pecora Corporation.
 - c. Sherwin-Williams Company (The).
 - d. Sika Corporation; Joint Sealants.

- e. 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.
 - 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. Adfast.
 - b. Alcot Plastics Ltd.
 - c. Construction Foam Products; a division of Nomaco, Inc.
 - d. Master Builders Solutions.
- 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. Unglazed surfaces of ceramic tile.
 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.
- B. Joint Priming: Prime joint substrates where recommended by joint-sealant manufacturer or as indicated by preconstruction joint-sealant-substrate tests or prior experience. 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 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. Exterior joints in horizontal traffic surfaces:

1. Joint Locations:
 - a. Isolation and contraction joints in cast-in-place concrete slabs.
 - b. Joints between different materials listed above.
 - c. Other joints as indicated on Drawings.
2. Joint Sealant: Urethane, M, P, 50, T, NT.
3. Joint-Sealant Color: Gray.

B. Exterior joints in vertical surfaces and horizontal nontraffic surfaces not sealed by metal roofing and siding manufacturer:

1. Joint Locations:
 - a. Construction joints in cast-in-place concrete.
 - b. Joints between metal panels.
 - c. Joints between different materials listed above.
 - d. Perimeter joints between materials listed above and frames of doors windows and louvers.
 - e. Other joints as indicated on Drawings.
2. Joint Sealant: Silicone, nonstaining, S, NS, 50, NT.
3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.

END OF SECTION 079200

SECTION 081113 - HOLLOW METAL DOORS AND 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 doors, door frames and borrowed light frames.
- B. Related Requirements:
 - 1. Section 087100 "Door Hardware" for door hardware for hollow-metal doors.

1.3 DEFINITIONS

- A. Minimum Thickness: Minimum thickness of base metal without coatings according to NAAMM-HMMA 803 or 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 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.
 - 1. Inspect and discuss condition of substrate and other preparatory work performed by other trades.

1.6 ACTION SUBMITTALS

- A. General: Submittals for Sections 081113, 081416 and 087100 shall be made concurrently.

- B. Product Data: For each type of product.
 - 1. Include construction details, material descriptions, core descriptions, fire-resistance ratings, and finishes.
- C. Shop Drawings: Include the following:
 - 1. Elevations of each door type.
 - 2. Details of doors, including vertical- and horizontal-edge details and metal thicknesses.
 - 3. Frame details for each frame type, including dimensioned profiles and metal thicknesses.
 - 4. Locations of reinforcement and preparations for hardware.
 - 5. Details of each different wall opening condition.
 - 6. Details of electrical raceway and preparation for electrified hardware, access control systems, and security systems.
 - 7. Details of anchorages, joints, field splices, and connections.
 - 8. Details of accessories.
 - 9. Details of moldings, removable stops, and glazing.
- D. Samples for Initial Selection: For hollow-metal doors and frames with factory-applied color finishes.
- E. Product Schedule: For hollow-metal doors and 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.

1.7 INFORMATIONAL SUBMITTALS

- A. Product Test Reports: For each type of hollow-metal door and frame assembly, for tests performed by a qualified testing agency.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver hollow-metal doors and 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 doors and 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. Standard Steel Doors and Frames:
 - a. Ceco Door Products; an Assa Abloy Group company.
 - b. Curries Company.
 - c. de La Fontaine, Industries.
 - d. J/R Metal Frames Manufacturing, Inc.
 - e. Steelcraft; a division of Ingersoll-Rand.
2. Fire Rated Steel Frames without Backbend:
 - a. Ceco Door Products; a United Dominion Company.
 - b. Curries Company.
 - c. Rediframe; a division of Dunbarton Corporation.

B. Source Limitations: Obtain hollow-metal work from single source from single manufacturer.

2.2 PERFORMANCE REQUIREMENTS

A. Fire-Rated Assemblies: Complying with NFPA 80 and listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction for fire-protection ratings indicated, based on testing at positive pressure according to NFPA 252 or UL 10C.

1. Smoke- and Draft-Control Assemblies: Provide assemblies with gaskets listed and labeled for smoke and draft control by a qualified testing agency acceptable to authorities having jurisdiction, based on testing according to UL 1784 and installed in compliance with NFPA 105.

B. Fire-Rated, Borrowed-Lite Assemblies: Complying with NFPA 80 and listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction, for fire-protection ratings indicated, based on testing according to NFPA 257 or UL 9.

2.3 INTERIOR STANDARD STEEL DOORS AND FRAMES

A. Construct hollow-metal doors and frames to comply with standards indicated for materials, fabrication, hardware locations, hardware reinforcement, tolerances, and clearances, and as specified.

1. Full hinge cut-outs for non-handed doors will not be acceptable.

B. Heavy-Duty Doors and Frames: SDI A250.8, Level 2; SDI A250.4, Level B..

1. Doors:

- a. Type: As indicated in the Door and Frame Schedule.
- b. Thickness: 1-3/4 inches.
- c. Face: Uncoated steel sheet, minimum thickness of 0.042 inch.
- d. Edge Construction: Model 2, Seamless.
- e. Edge Bevel: Bevel lock edge 1/8 inch in 2 inches.
- f. Core: Manufacturer's standard.
- g. Fire-Rated Core: Manufacturer's standard vertical steel stiffener or laminated mineral board core for fire-rated doors.

2. Frames:
 - a. Materials: Uncoated steel sheet, minimum thickness of 0.053 inch.
 - b. Sidelite and Transom Frames: Fabricated from same thickness material as adjacent door frame.
 - c. Construction: Face welded.
3. Exposed Finish: Prime.

2.4 EXTERIOR STANDARD STEEL DOORS AND FRAMES

- A. Construct hollow-metal doors and frames to comply with standards indicated for materials, fabrication, hardware locations, hardware reinforcement, tolerances, and clearances, and as specified.
- B. Heavy-Duty Doors and Frames: SDI A250.8, Level 2; SDI A250.4, Level B..
 1. Doors:
 - a. Type: As indicated in the Door and Frame Schedule.
 - b. Thickness: 1-3/4 inches.
 - c. Face: Metallic-coated steel sheet, minimum thickness of 0.042 inch, with minimum A60 coating.
 - d. Edge Construction: Model 2, Seamless.
 - e. Edge Bevel: Bevel lock edge 1/8 inch in 2 inches.
 - f. Top Edge Closures: Close top edges of doors with flush closures of same material as face sheets. Seal joints against water penetration.
 - g. Bottom Edges: Close bottom edges of doors where required for attachment of weather stripping with end closures or channels of same material as face sheets. Provide weep-hole openings in bottoms of exterior doors to permit moisture to escape.
 - h. Core: Manufacturer's polyurethane core.
 - i. Fire-Rated Core: Manufacturer's standard vertical steel stiffener with insulation or laminated mineral board core for fire-rated doors.
 2. Frames:
 - a. Materials: Metallic-coated steel sheet, minimum thickness of 0.053 inch, with minimum A60 coating.
 - b. Construction: Face welded.

3. Exposed Finish: Prime.

2.5 BORROWED LITES

- A. Fabricate of uncoated steel sheet, minimum thickness of 0.053 inch.
- B. Construction: Face welded.
- C. Fabricate in one piece except where handling and shipping limitations require multiple sections. Where frames are fabricated in sections due to shipping or handling limitations, provide alignment plates or angles at each joint, fabricated of metal of same or greater thickness as metal as frames.
- D. Provide countersunk, flat- or oval-head exposed screws and bolts for exposed fasteners unless otherwise indicated.

2.6 FRAME ANCHORS

- A. Jamb Anchors:
 - 1. Stud-Wall Type: Designed to engage stud, welded to back of frames; not less than 0.042 inch thick.
 - 2. Compression Type for Drywall Slip-on Frames: Not used.
 - 3. 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.
- B. Floor Anchors: Provide floor anchors for each jamb and mullion that extends to floor.
- C. Material: ASTM A 879/A 879M, Commercial Steel (CS), 04Z coating designation; mill phosphatized.
 - 1. For anchors built into exterior walls, steel sheet complying with ASTM A 1008/A 1008M or ASTM A 1011/A 1011M; hot-dip galvanized according to ASTM A 153/A 153M, Class B.

2.7 MATERIALS

- A. Cold-Rolled Steel Sheet: ASTM A 1008/A 1008M, Commercial Steel (CS), Type B; suitable for exposed applications.
- B. Hot-Rolled Steel Sheet: ASTM A 1011/A 1011M, Commercial Steel (CS), Type B; free of scale, pitting, or surface defects; pickled and oiled.
- C. Metallic-Coated Steel Sheet: ASTM A 653/A 653M, Commercial Steel (CS), Type B; with minimum A60 metallic coating.
 - 1. Wipe Coat Galvanneal materials will not be considered acceptable.

- D. Inserts, Bolts, and Fasteners: Hot-dip galvanized according to ASTM A 153/A 153M.
- 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. Mineral-Fiber Insulation: ASTM C 665, Type I (blankets without membrane facing); consisting of fibers manufactured from slag or rock wool; with maximum flame-spread and smoke-developed indexes of 25 and 50, respectively; passing ASTM E 136 for combustion characteristics.
- G. Bituminous Coating: Cold-applied asphalt mastic, compounded for 15-mil dry film thickness per coat. Provide inert-type noncorrosive compound free of asbestos fibers, sulfur components, and other deleterious impurities.

2.8 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 and Transom Bar 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. Double-Door Frames: Drill stop in head jamb to receive two door silencers.
- B. Hardware Preparation: Factory prepare hollow-metal doors and 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 doors and frames to receive nontemplated, mortised, and surface-mounted door hardware.
 - 2. Comply with BHMA A156.115 for preparing hollow-metal doors and frames for hardware.
- C. Glazed Lites: Provide stops and moldings around glazed lites where indicated. Form corners of stops and moldings with butted or mitered hairline joints.
 - 1. Provide stops and moldings flush with face of door, and with square stops unless otherwise indicated.
 - 2. Multiple Glazed Lites: Provide fixed and removable stops and moldings so that each glazed lite is capable of being removed independently.

3. Provide fixed frame moldings on outside of exterior and on secure side of interior doors and frames. Provide loose stops and moldings on inside of hollow-metal doors and frames.
4. Coordinate rabbet width between fixed and removable stops with glazing and installation types indicated.
5. 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.

2.9 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.

2.10 FIRE-PROTECTION-RATED GLAZING

- A. Fire-Protection-Rated Glazing, General: Listed and labeled by a testing agency acceptable to authorities having jurisdiction, for fire-protection ratings indicated, based on testing according to NFPA 252 for door assemblies and NFPA 257 for window assemblies.
- B. Laminated Ceramic Glazing (Type 1): Laminated glass made from 2 plies of clear, ceramic flat glass; 5/16-inch total nominal thickness; complying with testing requirements in 16 CFR 1201 for Category II materials.
 1. Products: Subject to compliance with requirements, provide one of the following:
 - a. Nippon Electric Glass Co., Ltd. (distributed by Technical Glass Products); FireLite Plus.
 - b. Schott North America, Inc.; Laminated Pyran Platinum L.
 - c. Vetrotech Saint-Gobain; SGG Keralite FR-L.
 2. Fire-Protection Rating: 20 minutes and 45 minutes.

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 doors and frames to receive nontemplated, mortised, and surface-mounted door hardware.

C. Field apply bituminous coating to backs of frames that will be filled with grout or located in exterior walls.

3.2 INSTALLATION

- A. General: Install hollow-metal doors and frames plumb, rigid, properly aligned, and securely fastened in place. Comply with approved Shop Drawings and with manufacturer's written instructions.
- B. Hollow-Metal Frames: Comply with SDI A250.11.
 1. 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.
 - a. 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.
 - b. Install frames with removable stops located on secure side of opening.
 2. Fire-Rated Openings: Install frames according to NFPA 80.
 3. Floor Anchors: Secure with postinstalled expansion anchors.
 - a. Floor anchors may be set with power-actuated fasteners instead of postinstalled expansion anchors if so indicated and approved on Shop Drawings.
 4. Solidly pack mineral-fiber insulation inside frames.
 5. Installation Tolerances: Adjust hollow-metal frames to the following tolerances:
 - a. Squareness: Plus or minus 1/16 inch, measured at door rabbet on a line 90 degrees from jamb perpendicular to frame head.
 - b. Alignment: Plus or minus 1/16 inch, measured at jambs on a horizontal line parallel to plane of wall.
 - c. Twist: Plus or minus 1/16 inch, measured at opposite face corners of jambs on parallel lines, and perpendicular to plane of wall.
 - d. Plumbness: Plus or minus 1/16 inch, measured at jambs at floor.
- C. Hollow-Metal Doors: Fit and adjust hollow-metal doors accurately in frames, within clearances specified below.
 1. Non-Fire-Rated Steel Doors: Comply with SDI A250.8.
 2. Fire-Rated Doors: Install doors with clearances according to NFPA 80.
 3. Smoke-Control Doors: Install doors according to NFPA 105.
- D. 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. Metallic-Coated Surface Touchup: Clean abraded areas and repair with galvanizing repair paint according to manufacturer's written instructions.
- C. Touchup Painting: Cleaning and touchup painting of abraded areas of paint are specified in painting Sections.

END OF SECTION 081113

SECTION 085200 - WOOD WINDOWS

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes aluminum-clad wood windows.

1.2 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Shop Drawings: Include plans, elevations, sections, hardware, accessories, insect screens, operational clearances, and details of installation, including anchor, flashing, and sealant installation.
- C. Samples: For each exposed product and for each color specified.

1.4 INFORMATIONAL SUBMITTALS

- A. Product test reports.
- B. Sample warranties.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Minimum 5 years experience in work of this Section.
- B. Conform to applicable accessibility code for locating hardware.
- C. Windows and Glass Doors: Energy Star qualified for project location; bear Energy Star label.

1.6 WARRANTY

- A. Manufacturer's Warranty: Manufacturer agrees to repair or replace wood windows that fail in materials or workmanship within specified warranty period.
 - 1. Warranty Period:
 - a. Window: 10 years from date of Substantial Completion.

- b. Glazing Units: 10 years from date of Substantial Completion.
- c. Aluminum-Cladding Finish: 20 years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 WINDOW PERFORMANCE REQUIREMENTS

- A. Product Standard: Comply with AAMA/WDMA/CSA 101/I.S.2/A440 for definitions and minimum standards of performance, materials, components, accessories, and fabrication unless more stringent requirements are indicated.
 - 1. Window Certification: WDMA certified with label attached to each window.
- B. Performance Class and Grade: AAMA/WDMA/CSA 101/I.S.2/A440 as follows:
 - 1. Minimum Performance Class: **CW**.
 - 2. Minimum Performance Grade: **30**.
- C. Thermal Transmittance: NFRC 100 maximum whole-window U-factor of **0.30 Btu/sq. ft. x h x deg F**.
- D. Solar Heat-Gain Coefficient (SHGC): NFRC 200 maximum whole-window SHGC of **0.40**.

2.2 WOOD WINDOWS

- A. Aluminum-Clad Wood Windows:
 - 1. Provide Marvin Ultimate windows or approved equivalent.
 - 2. Match color of existing windows.
- B. Operating Types: Double Hung.
- C. Frames and Sashes: Fine-grained wood lumber complying with AAMA/WDMA/CSA 101/I.S.2/A440; kiln dried to a moisture content of not more than 12 percent at time of fabrication; free of visible finger joints, blue stain, knots, pitch pockets, and surface checks larger than **1/32 inch (0.8 mm)** deep by **2 inches (51 mm)** wide; water-repellent preservative treated.
 - 1. Exterior Finish: Aluminum-clad wood.
 - a. Aluminum Finish: Manufacturer's standard fluoropolymer two-coat system with fluoropolymer color topcoat containing not less than 70 percent PVDF resin by weight and complying with AAMA 2605.
 - 2. Interior Finish: Manufacturer's standard color-coated finish.

- a. Color: White.
- D. Insulating-Glass Units: ASTM E2190.
 - 1. Glass: ASTM C1036, Type 1, Class 1, q3.
 - a. Tint: Clear.
 - b. Kind: Fully tempered where indicated on Drawings.
 - 2. Lites: Two.
 - 3. Filling: Fill space between glass lites with argon.
 - 4. Low-E Coating: Pyrolytic on second surface.
- E. Glazing System: Manufacturer's standard factory-glazing system that produces weathertight seal.
- F. Hardware, General: Provide manufacturer's standard corrosion-resistant hardware sized to accommodate sash weight and dimensions.
 - 1. Exposed Hardware Color and Finish: As selected by Architect from manufacturer's full range.
- G. Hung Window Hardware:
 - 1. Counterbalancing Mechanism: AAMA 902.
 - 2. Locks and Latches: Operated from the inside only.
 - 3. Tilt Hardware: Releasing tilt latch allows sash to pivot about horizontal axis.
- H. Weather Stripping: Provide full-perimeter weather stripping for each operable sash unless otherwise indicated.
- I. Fasteners: Noncorrosive and compatible with window members, trim, hardware, anchors, and other components.
 - 1. Exposed Fasteners: Do not use exposed fasteners to greatest extent possible. For application of hardware, use fasteners that match finish hardware being fastened.

2.3 INSECT SCREENS

- A. General: Fabricate insect screens to integrate with window frame. Provide screen for each operable exterior sash. Screen wickets are not permitted.
 - 1. Type and Location: Full, outside for double-hung sashes.
- B. Aluminum Frames: Complying with SMA 1004 or SMA 1201.
 - 1. Finish for Exterior Screens: Baked-on organic coating in color selected by Architect from manufacturer's full range.

- C. Glass-Fiber Mesh Fabric: 18-by-14 (1.1-by-1.4-mm) or 18-by-16 (1.0-by-1.1-mm) mesh of PVC-coated, glass-fiber threads; woven and fused to form a fabric mesh resistant to corrosion, shrinkage, stretch, impact damage, and weather deterioration. Comply with ASTM D3656/D3656M.
 - 1. Mesh Color: Manufacturer's standard.

2.4 FABRICATION

- A. Fabricate wood windows in sizes indicated. Include a complete system for installing and anchoring windows.
- B. Glaze wood windows in the factory.
- C. Weather strip each operable sash to provide weathertight installation.
- D. Mullions: Provide mullions and cover plates, matching window units, complete with anchors for support to structure and installation of window units. Allow for erection tolerances and provide for movement of window units due to thermal expansion and building deflections. Provide mullions and cover plates capable of withstanding design wind loads of window units.
- E. Complete fabrication, assembly, finishing, hardware application, and other work in the factory to greatest extent possible. Disassemble components only as necessary for shipment and installation. Allow for scribing, trimming, and fitting at Project site.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Comply with manufacturer's written instructions for installing windows, hardware, accessories, and other components. For installation procedures and requirements not addressed in manufacturer's written instructions, comply with installation requirements in ASTM E2112.
- B. Install windows level, plumb, square, true to line, without distortion, anchored securely in place to structural support, and in proper relation to wall flashing and other adjacent construction to produce weathertight construction.
- C. Adjust operating sashes and hardware for a tight fit at contact points and weather stripping for smooth operation and weathertight closure.
- D. Clean exposed surfaces immediately after installing windows. Remove excess sealants, glazing materials, dirt, and other substances.
- E. Remove and replace sashes if glass has been broken, chipped, cracked, abraded, or damaged during construction period.

END OF SECTION 085200

SECTION 087100

DOOR HARDWARE

PART 1 GENERAL

1.1 SUMMARY

- A. Section includes hardware for doors.
 - 1. Provide door gaskets, including weatherstripping and seals, and thresholds, viewers, and protection plates.

1.2 Related Sections:

- A. Drawings and general provisions of contract including General and Supplementary Conditions and Division 1 specification sections apply to Work of this section.
- B. Section 01 33 23 - Submittal Procedures: Shop Drawings, Product Data, and Samples
- C. Section 01 74 19 - Construction Waste Management and Disposal.
- D. Section 08 11 13 – Hollow Metal Doors.

1.3 PERFORMANCE REQUIREMENTS

- A. Fire Rated Openings: Provide door hardware listed by UL or Intertek Testing Services (Warnock Hersey Listed), or other testing laboratory approved by applicable authorities.
 - 1. Hardware: Tested in accordance with NFPA 252.

1.4 SUBMITTALS

- A. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- B. Product Data: Submit data on product characteristics, performance criteria and limitations.
- C. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- D. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.5 CLOSEOUT SUBMITTALS

- A. Section 01 70 00 - Execution and Closeout Requirements: Closeout procedures.
- B. Project Record Documents: Record actual locations of installed cylinders and their master key code.

- C. Operation and Maintenance Data: Submit data on operating hardware, lubrication requirements, and inspection procedures related to preventative maintenance.
- D. Keys: Deliver with identifying tags to Owner by security shipment direct from hardware supplier.

1.6 QUALITY ASSURANCE

- A. Perform Work in accordance with the following requirements:
 - 1. ANSI A156 series.
 - 2. NFPA 80.
 - 3. UL 305.
- B. Maintain one copy of each document on site.

1.7 QUALIFICATIONS

- A. Hardware Supplier: Company specializing in supplying commercial door hardware with minimum five years documented experience.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Section 01 60 00 - Product Requirements: Product storage and handling requirements.
- B. Package hardware items individually with necessary fasteners, instructions, and installation templates, when necessary; label and identify each package with door opening code to match hardware schedule.
- C. Deliver keys only to the Owner.

1.9 COORDINATION

- A. Section 01 30 00 - Administrative Requirements: Coordination and project conditions.
- B. Coordinate Work with other directly affected sections involving manufacture or fabrication of internal reinforcement for door hardware and recessed items.
 - 1. Provide templates or actual hardware as required to ensure proper preparation of doors and frames.
- C. Sequence installation to accommodate required utility connections.
- D. Coordinate Owner's keying requirements during the submittal process.

1.10 WARRANTY

- A. Section 01 70 00 - Execution and Closeout Requirements: Product warranties and product bonds.
- B. Furnish five year manufacturer warranty for locksets and door closers.

1.11 MAINTENANCE MATERIALS

- A. Section 01 70 00 - Execution and Closeout Requirements: Maintenance materials.
- B. Furnish special wrenches and tools applicable for each different and for each special hardware component.

1.12 EXTRA MATERIALS

- A. Section 01 70 00 - Execution and Closeout Requirements: Spare parts and maintenance products.
- B. Furnish (3) three extra key lock cylinders for each master keyed group as attic stock.

PART 2 PRODUCTS

2.1 DOOR HARDWARE SUPPLIERS

- A. Suppliers: Products of one or more manufacturers are listed in the Hardware Schedule to establish quality and performance characteristics. Products of other manufacturers may be accepted subject to review by Architect:
 1. Manufacturers of Locksets:
 - a. Basis of design, Schlage ND Series Grade 1
 - b. Approved equivalent.
 2. Manufacturers of Electric Strikes:
 - a. Basis of design, Adams Rite 7170.
 - b. Approved equivalent.
 3. Manufacturers of closers:
 - a. LCN.
 - b. Norton.
 - c. Sargent.
 4. Manufacturers of hinges:
 - a. Hager.
 - b. McKinney.
 - c. Stanley.
 5. Manufacturers of thresholds and weatherstripping:
 - a. National Guard Products.
 - b. Pemko.
 6. Manufacturers of door trim and accessories:
 - a. Ives.
 - b. Rockwood.

2.2 COMPONENTS

- A. Keying
 - 1. Keying: Master keyed with high security keying system;
 - 2. Include construction keying.
 - 3. Supply 3 change keys for each lock and 5 master keys, each tagged. Provide keys of nickel silver only.

2.3 MATERIALS AND FABRICATION

- A. Provide products complying with ANSI A 156.1 standards;
- B. Name Plates: Do not provide products with manufacturers name or trade name displayed in a visible location except in conjunction with required UL labels;
- C. Provide hardware manufactured to conform to templates with machine screw installation. Do not provide hardware prepared for self-tapping screws;
- D. Fasteners: Provide Phillips flat head screws except as otherwise indicated. Finish screws to match adjacent hardware finish;
- E. Provide key removable cores at all door hardware with lock functions
- F. Lock Trim: Furnish levers with rose plate as indicated in Schedule.
 - 1. Do not permit through bolts on solid wood core doors.

2.4 FINISHES

- A. Finishes: ANSI A156.18; Finishes are identified in the Hardware Schedule at end of this section

PART 3 EXECUTION

3.1 EXAMINATION

- A. Section 01 30 00 - Administrative Requirements: Coordination and project conditions.
- B. Verify doors and frames are ready to receive door hardware and dimensions are as instructed by manufacturer.
- C. Verify electric power is available to power operated devices and is of correct characteristics.

3.2 INSTALLATION

- A. Coordinate mounting heights with door and frame manufacturers. Use templates provided by hardware item manufacturer.
- B. Install hardware at fire rated doors in accordance with NFPA 80;
- C. Adjust hardware and door control devices for proper operation, and to comply with ADA requirements.

END OF SECTION

SECTION 092216

NON-STRUCTURAL METAL FRAMING

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. Non-load-bearing steel framing systems for interior partitions.
2. Suspension systems for interior ceilings and soffits.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.

1. Studs and Runners: Provide documentation that framing members' certification is according to SIFA's "Code Compliance Certification Program for Cold-Formed Steel Structural and Non-Structural Framing Members."

1.4 INFORMATIONAL SUBMITTALS

- A. Evaluation Reports: For embossed steel studs and runners and firestop tracks, from ICC-ES or other qualified testing agency acceptable to authorities having jurisdiction.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Fire-Test-Response Characteristics: For fire-resistance-rated assemblies that incorporate non-load-bearing steel framing, provide materials and construction identical to those tested in assembly indicated, according to ASTM E 119 by an independent testing agency.
- B. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated, according to ASTM E 90 and classified according to ASTM E 413 by an independent testing agency.

2.2 FRAMING SYSTEMS

- A. Framing Members, General: Comply with ASTM C 754 for conditions indicated.
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Dietrich Metal Framing; a Worthington Industries Company.
 - b. EB Metal, U.S.
 - c. MarinoWare; a division of Ware Industries.
 - d. Super Stud Building Products, Inc.
 - e. The Steel Network, Inc.
 - 2. Steel Sheet Components: Comply with ASTM C 645 requirements for metal unless otherwise indicated.
 - 3. Protective Coating: ASTM A 653/A 653M, G40, hot-dip galvanized unless otherwise indicated.
- B. Studs and Tracks: ASTM C 645. Use either, steel studs and tracks or embossed steel studs and tracks.
 - 1. Steel Studs and Tracks:
 - a. Minimum Base-Metal Thickness: 0.0179 inch (18 mils) for furring and framing for soffits, 0.0269 inch (27 mils) for wall framing and 0.0296 inch (30 mils) for fire fire-rated wall framing.
 - b. Depth: As indicated on Drawings.
 - 2. Embossed Steel Studs and Tracks: Roll-formed and embossed with surface deformations to stiffen the framing members so that they are structurally equivalent to conventional ASTM C 645 steel studs and tracks.
 - a. Minimum Base-Metal Thickness: 0.0147 inch for equivalent to 18 mil and 0.0190 inch for equivalent to 27 mil.
 - b. Depth: As indicated on Drawings.
- C. Slip-Type Head Joints: Where indicated, provide one of the following:
 - 1. Single Long-Leg Runner System: ASTM C 645 top runner with 2-inch-deep flanges in thickness not less than indicated for studs, installed with studs friction fit into top runner and with continuous bridging located within 12 inches of the top of studs to provide lateral bracing.
 - 2. Double-Runner System: ASTM C 645 top runners, inside runner with 2-inch-deep flanges in thickness not less than indicated for studs and fastened to studs, and outer runner sized to friction fit inside runner.

3. Deflection Track: Steel sheet top runner 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. Products: Subject to compliance with requirements, provide one of the following:
 - 1) Dietrich Metal Framing; SLP-TRK Slotted Deflection Track.
 - 2) MBA Building Supplies; FlatSteel Deflection Track or Slotted Deflecto Track.
 - 3) Steel Network Inc. (The); VertiClip SLD or VertiTrack VTD Series.
 - 4) Superior Metal Trim; Superior Flex Track System (SFT).
 - 5) Telling Industries; Vertical Slip Track or Vertical Slip Track II.
- D. Firestop Tracks: Top runner manufactured to allow partition heads to expand and contract with movement of structure while maintaining continuity of fire-resistance-rated assembly indicated; in thickness not less than indicated for studs and in width to accommodate depth of studs.
 1. Available Product: Subject to compliance with requirements, products that may be incorporated into the Work include the following:
 - a. Fire Trak Corp.; Fire Trak.
 - b. Subsitions must allow for 1 inch plus and minus movement.
- E. Cold-Rolled Channel Bridging: Steel, 0.0538-inch minimum base-metal thickness, with minimum 1/2-inch-wide flanges.
 1. Depth: 1-1/2 inches.
 2. Clip Angle: Not less than 1-1/2 by 1-1/2 inches, 0.068-inch-thick, galvanized steel.
- F. Hat-Shaped, Rigid Furring Channels: ASTM C 645.
 1. Minimum Base-Metal Thickness: 0.0179 inch.
 2. Depth: As indicated on Drawings.
- G. Resilient Furring Channels: 1/2-inch-deep, steel sheet members designed to reduce sound transmission.
 1. Configuration: Asymmetrical.
- H. Cold-Rolled Furring Channels: 0.053-inch uncoated-steel thickness, with minimum 1/2-inch-wide flanges.
 1. Depth: 3/4 inch.
 2. Furring Brackets: Adjustable, corrugated-edge-type steel sheet with minimum uncoated-steel thickness of 0.0329 inch.
 3. Tie Wire: ASTM A 641/A 641M, Class 1 zinc coating, soft temper, 0.062-inch-diameter wire, or double strand of 0.048-inch-diameter wire.

- I. Z-Shaped Furring: With slotted or nonslotted web, face flange of 1-1/4 inches, wall attachment flange of 7/8 inch, minimum uncoated-metal thickness of 0.0179 inch, and depth required to fit insulation thickness indicated.

2.3 AUXILIARY MATERIALS

- A. General: Provide auxiliary materials that comply with referenced installation standards.
 - 1. Fasteners for Metal 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 D 226/D 226M, 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.

3.3 INSTALLATION, GENERAL

- A. Installation Standard: ASTM C 754.

1. Gypsum Board Assemblies: Also comply with requirements in ASTM C 840 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.
 1. Single-Layer Application: 16 inches o.c. unless otherwise indicated.
 2. Multilayer Application: 16 inches o.c. unless otherwise indicated.
 3. Tile Backing Panels: 16 inches o.c. unless otherwise indicated.
- 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 (runners) 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 runner track section (for cripple studs) at head and secure to jamb studs.
 - a. Install two 0.0296 inch (30 mils) 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. Fire-Resistance-Rated Partitions: Install framing to comply with fire-resistance-rated assembly indicated and support closures and to make partitions continuous from floor to underside of solid structure.
 - a. Firestop Track: Where indicated, install to maintain continuity of fire-resistance-rated assembly indicated.
5. Sound-Rated Partitions: Install framing to comply with sound-rated assembly indicated.

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. Z-Shaped Furring Members:

1. Erect insulation, specified in Section 072100 "Thermal Insulation," vertically and hold in place with Z-shaped furring members spaced 24 inches o.c.
2. Except at exterior corners, securely attach narrow flanges of furring members to wall with concrete stub nails, screws designed for masonry attachment, or powder-driven fasteners spaced 24 inches o.c.
3. At exterior corners, attach wide flange of furring members to wall with short flange extending beyond corner; on adjacent wall surface, screw-attach short flange of furring channel to web of attached channel. At interior corners, space second member no more than 12 inches from corner and cut insulation to fit.

G. 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.

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 wallboard.
- B. Samples: For the following products:
 - 1. Trim Accessories: Full-size Sample in 12-inch-long length for each trim accessory indicated.
- C. Samples for Initial Selection: For each type of trim accessory indicated.

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 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.

2.2 INTERIOR GYPSUM BOARD

- A. Gypsum Wallboard: ASTM C1396/C1396M.

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. Georgia-Pacific Gypsum LLC.
 - b. National Gypsum Company.
 - c. USG Corporation.
2. Thickness: 5/8 inch.
3. Long Edges: Tapered.

- B. Mold-Resistant Gypsum Board: ASTM C1396/C1396M. With moisture- and mold-resistant core and paper surfaces.

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. Continental Building Products, LLC.
 - b. Georgia-Pacific Gypsum LLC.
 - c. USG Corporation.
2. Core: 5/8 inch, Type X.
3. Long Edges: Tapered.
4. Mold Resistance: ASTM D3273, score of 10 as rated according to ASTM D3274.
5. Locations: To be installed in Toilet Rooms.

- C. Gypsum Board, Type X: ASTM C 1396/C 1396M.

1. Thickness: 5/8 inch.
2. Long Edges: Tapered.

2.3 TRIM ACCESSORIES

- A. Interior Trim: ASTM C1047.
 - 1. Material: Galvanized or aluminum-coated steel sheet, rolled zinc, plastic, or paper-faced galvanized-steel sheet.
 - 2. Shapes:
 - a. Cornerbead.
 - b. Bullnose bead.
 - c. LC-Bead: J-shaped; exposed long flange receives joint compound.
 - d. L-Bead: L-shaped; exposed long flange receives joint compound.
 - e. U-Bead: J-shaped; exposed short flange does not receive joint compound.
 - f. Expansion (control) joint.
 - g. Curved-Edge Cornerbead: With notched or flexible flanges.

2.4 JOINT TREATMENT MATERIALS

- A. General: Comply with ASTM C475/C475M.
- B. Joint Tape:
 - 1. Interior Gypsum Board: Paper.
 - 2. Exterior Gypsum Soffit Board: Paper.
 - 3. Glass-Mat Gypsum Sheathing Board: 10-by-10 glass mesh.
 - 4. Tile Backing Panels: As recommended by panel manufacturer.
- 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 or drying-type, all-purpose compound.
 - a. Use setting-type compound for installing paper-faced metal trim accessories.
 - 3. Fill Coat: For second coat, use setting-type, sandable topping compound.
 - 4. Finish Coat: For third coat, use drying-type, all-purpose compound.
 - 5. Skim Coat: Not required.

2.5 AUXILIARY MATERIALS

- A. Provide auxiliary materials that comply with referenced installation standards and manufacturer's written instructions.

- B. Laminating Adhesive: Adhesive or joint compound recommended for directly adhering gypsum panels to continuous substrate.
- C. 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.
- D. 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.
 - 1. Fire-Resistance-Rated Assemblies: Comply with mineral-fiber requirements of assembly.
- E. Acoustical Sealant: As specified in Section 079219 "Acoustical Joint Sealants."
- F. Thermal Insulation: As specified in Section 072100 "Thermal Insulation."
- G. Vapor Retarder: As specified in Section 072600 "Vapor Retarders."

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. Wood Framing: Install gypsum panels over wood framing, with floating internal corner construction. Do not attach gypsum panels across the flat grain of wide-dimension lumber, including floor joists and headers. Float gypsum panels over these members or provide control joints to counteract wood shrinkage.
- I. 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. Wallboard Type: As indicated on Drawings.
 - 2. Mold-Resistant Type: In Toilet Rooms.
- 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.
 - 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. Control Joints: Install control joints according to ASTM C840 and in specific locations approved by Architect for visual effect.
- C. Interior Trim: Install in the following locations:
 - 1. Cornerbead: Use at outside corners unless otherwise indicated.
 - 2. Bullnose Bead: Use at outside corners.

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 2: Panels that are substrate for FRP.
 - 3. Level 3: Where indicated on Drawings.
 - 4. 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."
 - 5. Level 5: Not required.
 - 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 ceilings.
- B. Products furnished, but not installed under this Section, include anchors, clips, and other ceiling attachment devices to be cast in concrete.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
- B. Samples for Verification: For each component indicated and for each exposed finish required, prepared on Samples of size indicated below.
 - 1. Acoustical Panel: Set of 6-inch-square Samples of each type, color, pattern, and texture.
 - 2. Exposed Suspension-System Members, Moldings, and Trim: Set of 6-inch-long Samples of each type, finish, and color.

1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For testing agency.
- B. Product Test Reports: For each acoustical panel ceiling, for tests performed by manufacturer and witnessed by a qualified testing agency or a qualified 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 Panels: Full-size panels equal to 3 percent of quantity installed.
2. Suspension-System Components: Quantity of each exposed component equal to 2 percent of quantity installed.
3. Hold-Down Clips: Equal to 2 percent of quantity installed.
4. Impact Clips: Equal to 2 percent of quantity installed.

1.7 QUALITY ASSURANCE

- A. Testing Agency Qualifications: Qualified according to NVLAP for testing indicated.

1.8 DELIVERY, STORAGE, AND HANDLING

- A. Deliver acoustical panels, suspension-system components, and accessories to Project site in original, unopened packages 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.
- C. Handle acoustical panels carefully to avoid chipping edges or damaging units in any way.

1.9 FIELD CONDITIONS

- A. Environmental Limitations: Do not install acoustical panel ceilings until spaces are enclosed and weatherproof, 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.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

- A. Seismic Performance: Acoustical ceiling shall withstand the effects of earthquake motions determined according to ASCE/SEI 7.
- B. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 1. Flame-Spread Index: Comply with ASTM E 1264 for Class A materials.
 2. Smoke-Developed Index: 50 or less.
- C. Fire-Resistance Ratings: Comply with ASTM E 119; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 1. Indicate design designations from UL's "Fire Resistance Directory" or from the listings of another qualified testing agency.

2.2 ACOUSTICAL PANELS, GENERAL

- A. Source Limitations:
 - 1. Acoustical Ceiling Panel: Obtain each type from single source from single manufacturer.
 - 2. Suspension System: Obtain each type from single source from single manufacturer.
- B. Source Limitations: Obtain each type of acoustical ceiling panel and supporting suspension system from single source from single manufacturer.
- C. Acoustical Panel Standard: Provide manufacturer's standard panels of configuration indicated that comply with ASTM E 1264 classifications as designated by types, patterns, acoustical ratings, and light reflectances unless otherwise indicated.
 - 1. Mounting Method for Measuring NRC: Type E-400; plenum mounting in which face of test specimen is 15-3/4 inches away from test surface according to ASTM E 795.
- D. Acoustical Panel Colors and Patterns: Match appearance characteristics indicated for each product type.
 - 1. Where appearance characteristics of acoustical panels are indicated by referencing pattern designations in ASTM E 1264 and not manufacturers' proprietary product designations, provide products selected by Architect from each manufacturer's full range that comply with requirements indicated for type, pattern, color, light reflectance, acoustical performance, edge detail, and size.

2.3 ACOUSTICAL PANELS FOR ACOUSTICAL PANEL CEILING (ACT)

- A. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, the following:
 - 1. Armstrong World Industries, Inc.; Fine Fissured No. 1729.
 - 2. BPB USA; HHF-197.
 - 3. USG Interiors, Inc.; Radar ClimaPlus No. 2410.
- B. Classification: Provide panels complying with ASTM E 1264 for type, form, and pattern as follows:
 - 1. Type and Form: Type III, mineral base with painted finish; Form 1, nodular or 2, water felted.
 - 2. Pattern: CE (perforated, small holes and lightly textured) and I (embossed).
- C. Color: White.
- D. LR: Not less than 0.80.
- E. NRC: Not less than 0.55.
- F. CAC: Not less than 35.

- G. Edge/Joint Detail: Square.
- H. Thickness: 5/8 inch.
- I. Modular Size: 24 by 48 inches.
- J. Antimicrobial Treatment: Broad spectrum fungicide and bactericide based.

2.4 METAL SUSPENSION SYSTEMS, GENERAL

- A. Metal Suspension-System Standard: Provide manufacturer's standard direct-hung metal suspension systems of types, structural classifications, and finishes indicated that comply with applicable requirements in ASTM C 635/C 635M.
 - 1. High-Humidity Finish: Comply with ASTM C 635/C 635M requirements for "Coating Classification for Severe Environment Performance" where high-humidity finishes are indicated.
- B. Attachment Devices: Size for five times the design load indicated in ASTM C 635/C 635M, 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 E 488 or ASTM E 1512 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 to comply with ASTM B 633, Class Fe/Zn 5 (0.005 mm) for Class SC 1 service condition.
 - c. Corrosion Protection: Stainless-steel components complying with ASTM F 593 and ASTM F 594, Group 1 Alloy 304 or 316 for bolts; Alloy 304 or 316 for anchor.
 - d. Corrosion Protection: Components fabricated from nickel-copper-alloy rods complying with ASTM B 164 for UNS No. N04400 alloy.
- C. Wire Hangers, Braces, and Ties: Provide wires complying with the following requirements:
 - 1. Zinc-Coated, Carbon-Steel Wire: ASTM A 641/A 641M, Class 1 zinc coating, soft temper.
 - 2. Size: Select wire diameter so its stress at three times hanger design load (ASTM C 635/C 635M, Table 1, "Direct Hung") will be less than yield stress of wire, but provide not less than 0.106-inch-diameter wire.
- D. Hanger Rods and 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 A 653/A 653M, G90 coating designation; with bolted connections and 5/16-inch-diameter bolts.

- F. Seismic Stabilizer Bars: Manufacturer's standard perimeter stabilizers designed to accommodate seismic forces.
- G. Seismic Struts: Manufacturer's standard compression struts designed to accommodate seismic forces.
- H. Seismic Clips: Manufacturer's standard seismic clips designed and spaced to secure acoustical panels in place.
- I. Hold-Down Clips: Where indicated, provide manufacturer's standard hold-down clips spaced 24 inches o.c. on all cross tees.
 - 1. Available Products: UHDC by Armstrong or L15 by USG.

2.5 METAL SUSPENSION SYSTEM

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Armstrong World Industries, Inc.; Prelude 15/16" Exposed Tee System (7300 Series).
 - 2. CertainTeed Corporation; S11 System.
 - 3. Chicago Metallic Corporation; 1200 System.
 - 4. United States Gypsum Company; DX 24 System.
- B. 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 according to ASTM A 653/A 653M, not less than 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) or butt-edge type, as standard with manufacturer.
 - 3. Face Design: Flat, flush.
 - 4. Cap Material: Steel cold-rolled sheet.
 - 5. Cap Finish: Painted white.

2.6 METAL EDGE MOLDINGS AND TRIM

- A. 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. Provide manufacturer's standard edge moldings that fit acoustical panel edge details and suspension systems indicated and that 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.

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, and comply with layout shown on reflected ceiling plans.

3.3 INSTALLATION

- A. General: Install acoustical panel ceilings to comply with ASTM C 636/C 636M and seismic design requirements indicated, according to manufacturer's written instructions and CISCA's "Ceiling Systems Handbook."
 - 1. Fire-Rated Assembly: Install fire-rated ceiling systems according to tested fire-rated design.
 - B. Suspend ceiling hangers from building's structural members and as follows:
 - 1. Hangers shall be single lengths of wire without splices; coordinate lengths in deep ceiling cavities.
 - 2. 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.
 - 3. Splay hangers only where required and, if permitted with fire-resistance-rated ceilings, to miss obstructions; offset resulting horizontal forces by bracing, countersplaying, or other equally effective means.
 - 4. 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.
 - 5. Secure wire hangers to ceiling-suspension members and to supports above with a minimum of three tight turns. Connect hangers directly either to structures 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.

6. 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.
7. 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.
8. 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.
9. Do not attach hangers to steel deck tabs.
10. Do not attach hangers to steel roof deck. Attach hangers to structural members.
11. 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.
12. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced standards and publications.

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. Suspension system shall be reinforced to support diffusers, light fixtures and any additional members. Install hanger wires to grid at each corner of light fixtures. Coordinate location with electrical and other trades.

1. Each individual fixture and attachment with combined weight of 56 pounds or less shall have two 12-gage wire hangers attached at diagonal corners of the fixture. These wires shall be slack. Fixtures and attachments with a combined weight of greater than 56 pounds shall be independently supported from the structure at all four corners.

E. Install edge moldings and trim of type indicated at perimeter of acoustical ceiling area and where necessary to conceal edges of acoustical panels.

1. Attach moldings to substrate at intervals not more than 16 inches o.c. and not more than 3 inches from ends, leveling with ceiling suspension system to a tolerance of 1/8 inch in 12 feet. Miter corners accurately and connect securely.
2. Do not use exposed fasteners, including pop rivets, on moldings and trim.

F. Install suspension-system runners so they are square and securely interlocked with one another. Remove and replace dented, bent, or kinked members.

G. 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 a neat, precise fit.

1. Arrange directionally patterned acoustical panels as follows:
 - a. As indicated on reflected ceiling plans.
 - b. Install panels with pattern running in one direction parallel to long axis of space.

2. For square-edged panels, install panels with edges fully hidden from view by flanges of suspension-system runners and moldings.
3. For reveal-edged panels on suspension-system runners, install panels with bottom of reveal in firm contact with top surface of runner flanges.
4. 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.
5. Install hold-down clips in areas within 10 feet of exterior doors or vestibule doors; space as recommended by panel manufacturer's written instructions, unless otherwise indicated or required.

3.4 FIELD QUALITY CONTROL

- A. Above-Ceiling Observation: Before Contractor installs acoustical panel ceilings, conduct an above-ceiling observation and report deficiencies in the Work observed. Do not proceed with installation of acoustical panels until deficiencies have been corrected.
 1. Complete the following in areas to receive gypsum board ceilings:
 - a. Installation of 80 percent of lighting fixtures, powered for operation.
 - b. Installation, insulation, and leak and pressure testing of water piping systems.
 - c. Installation of air-duct systems.
 - d. Installation of air devices.
 - e. Installation of mechanical system control-air tubing.
 - f. Installation of Penetration Firestopping and Fire-Resistive Joint Systems.

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. Remove and replace ceiling components that cannot be successfully cleaned and repaired to permanently eliminate evidence of damage.

END OF SECTION 095113

SECTION 096513 - RESILIENT BASE AND 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. Vinyl base.
2. Vinyl molding accessories.

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, not less than 12 inches long.
- C. Product Schedule: For resilient base and accessory products. Use same designations indicated on Drawings.

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. Furnish not less than 10 linear feet for every 500 linear feet or fraction thereof, of each type, color, pattern, and size of resilient product installed.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Store resilient products and installation materials in dry spaces protected from the weather, with ambient temperatures maintained within range recommended by manufacturer, but not less than 50 deg F or more than 90 deg F.

1.6 FIELD CONDITIONS

- A. Maintain ambient temperatures within range recommended by manufacturer, but not less than 70 deg F or more than 95 deg F, in spaces to receive resilient products during the following periods:

1. 48 hours before installation.
2. During installation.
3. 48 hours after installation.

B. After installation and until Substantial Completion, maintain ambient temperatures within range recommended by manufacturer, but not less than 55 deg F or more than 95 deg F.

C. Install resilient products after other finishing operations, including painting, have been completed.

PART 2 - PRODUCTS

2.1 VINYL BASE

A. Product Standard: ASTM F 1861, Type TV (vinyl, thermoplastic).

1. Group: I (solid, homogeneous) or II (layered).
2. Style and Location:
 - a. Style A, Cove:

B. Minimum Thickness: 0.125 inch.

C. Height: 4 inches.

D. Lengths: Coils in manufacturer's standard length.

E. Outside Corners: Job formed or preformed.

F. Inside Corners: Job formed or preformed.

G. Colors: As selected by Architect from full range of industry colors.

2.2 INSTALLATION MATERIALS

A. Trowelable Leveling and Patching Compounds: Latex-modified, portland-cement-based or blended hydraulic-cement-based formulation provided or approved by resilient-product manufacturer for applications indicated.

B. Adhesives: Water-resistant type recommended by resilient-product manufacturer for resilient products and substrate conditions indicated.

C. Epoxy Adhesives: Two-part epoxy compound recommended by resilient tread manufacturer to adhere rubber treads and risers to substrates.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, with Installer present, for compliance with requirements for maximum moisture content and other conditions affecting performance of the Work.
 - 1. Verify that finishes of substrates comply with tolerances and other requirements specified in other Sections and that substrates are free of cracks, ridges, depressions, scale, and foreign deposits that might interfere with adhesion of resilient products.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.
 - 1. Installation of resilient products indicates acceptance of surfaces and conditions.

3.2 PREPARATION

- A. Prepare substrates according to manufacturer's written instructions to ensure adhesion of resilient products.
- B. Fill cracks, holes, and depressions in substrates with trowelable leveling and patching compound; remove bumps and ridges to produce a uniform and smooth substrate.
- C. Do not install resilient products until materials are the same temperature as space where they are to be installed.
 - 1. At least 48 hours in advance of installation, move resilient products and installation materials into spaces where they will be installed.
- D. Immediately before installation, sweep and vacuum clean substrates to be covered by resilient products.

3.3 RESILIENT BASE INSTALLATION

- A. Comply with manufacturer's written instructions for installing resilient base.
- B. Apply resilient base to walls, columns, pilasters, casework and cabinets in toe spaces, and other permanent fixtures in rooms and areas where base is required.
- C. Install resilient base in lengths as long as practical without gaps at seams and with tops of adjacent pieces aligned.
- D. Tightly adhere resilient base to substrate throughout length of each piece, with base in continuous contact with horizontal and vertical substrates.
- E. Do not stretch resilient base during installation.
- F. Preformed Corners: Install preformed corners before installing straight pieces.

G. Job-Formed Corners:

1. Outside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches in length.
 - a. Form without producing discoloration (whitening) at bends.
2. Inside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches in length.
 - a. Miter or cope corners to minimize open joints.

3.4 RESILIENT ACCESSORY INSTALLATION

- A. Comply with manufacturer's written instructions for installing resilient accessories.
- B. Resilient Molding Accessories: Butt to adjacent materials and tightly adhere to substrates throughout length of each piece. Install reducer strips at edges of floor covering that would otherwise be exposed.

3.5 CLEANING AND PROTECTION

- A. Comply with manufacturer's written instructions for cleaning and protecting resilient products.
- B. Perform the following operations immediately after completing resilient-product installation:
 1. Remove adhesive and other blemishes from surfaces.
 2. Sweep and vacuum horizontal surfaces thoroughly.
 3. Damp-mop horizontal surfaces to remove marks and soil.
- C. Protect resilient products from mars, marks, indentations, and other damage from construction operations and placement of equipment and fixtures during remainder of construction period.
- D. Cover resilient products subject to wear and foot traffic until Substantial Completion.

END OF SECTION 096513

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.
3. Interior fire retardent 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 each type of topcoat product.
- C. Samples for Initial Selection: For each type of topcoat product.
- 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 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.

1.6 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. 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:
 1. Behr Paint Company; Behr Process Corporation.
 2. Benjamin Moore & Co.
 3. PPG Paints.
 4. Sherwin-Williams Company (The).
 5. Valspar Corporation (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 selected by Architect from manufacturer's full range.

2.3 PRIMERS

- A. Interior, Institutional Low-Odor/VOC Primer Sealer: Water-based primer sealer with low-odor characteristics and a VOC of less than 10 grams per liter for use on new interior plaster, concrete, and gypsum wallboard surfaces that are subsequently to be painted with latex finish coats.

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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).
- B. Interior Latex Primer for Wood: Waterborne-emulsion primer formulated for resistance to extractive bleeding, mold, and microbials; for hiding stains; and for use on interior wood and plywood subject to extractive bleeding.
 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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).
- C. 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. 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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).

2.4 WATER-BASED FINISH COATS

- A. Interior, Low VOC Latex, Flat: Pigmented, water-based paint for use on primed/sealed interior plaster and gypsum board, and on primed wood and metals.
 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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).

2. Gloss and Sheen Level: Manufacturer's standard flat finish.
- B. Interior, Low VOC Latex, Eggshell: Pigmented, water-based paint for use on primed/sealed interior plaster, plywood, and gypsum board, and on primed wood and metals.
 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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).
 2. Gloss and Sheen Level: Manufacturer's standard eggshell finish.
- C. Interior, Low VOC Water-Based Light-Industrial Coating, Semigloss: Pigmented, water-based emulsion coating for interior primed wood and metal surfaces (e.g., walls, doors, frames, trim, and sash), providing resistance to moderate abrasion and mild chemical exposure and corrosive conditions.
 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. Behr Paint Company; Behr Process Corporation.
 - b. Benjamin Moore & Co.
 - c. PPG Paints.
 - d. Sherwin-Williams Company (The).
 2. Gloss Level: Manufacturer's standard semigloss finish.

2.5 INTERIOR FIRE RETARDANT COATINGS

- A. Steel: Fire protective coating. Equal to 1 hour fire protection.
 1. Intumescent Fireproofing: Single component, water based, factory mixed, asbestos free, intumescent material blended for uniform texture. Install products per manufacturers requirements.
 - a. Albi Manufacturing, East Berlin, CT: ALBI CLAD TF.
 - b. Or equal.

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. Concrete: 12 percent.
 2. Wood: 15 percent.
 3. 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. Concrete Substrates: Remove release agents, curing compounds, efflorescence, and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces to be painted exceeds that permitted in manufacturer's written instructions.
- E. Wood Substrates:

1. Scrape and clean knots, and apply coat of knot sealer before applying primer.
2. Sand surfaces that will be exposed to view, and dust off.
3. Prime edges, ends, faces, undersides, and backsides of wood.
4. After priming, fill holes and imperfections in the finish surfaces with putty or plastic wood filler. Sand smooth when dried.

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. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
- C. 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.

3.4 FIELD QUALITY CONTROL

- A. Dry-Film Thickness Testing: Owner may engage the services of a qualified testing and inspecting agency to inspect and test paint for dry-film thickness.
 1. Contractor shall touch up and restore painted surfaces damaged by testing.
 2. If test results show that dry-film thickness of applied paint does not comply with paint manufacturer's written recommendations, Contractor shall pay for testing and apply additional coats as needed to provide dry-film thickness that complies with paint manufacturer's written recommendations.

3.5 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.

3.6 INTERIOR PAINTING SCHEDULE

A. Architectural Woodwork: Wood plywood.

1. Institutional Low-Odor/VOC Latex System:
 - a. Prime Coat: Interior latex primer for wood.
 - b. Intermediate Coat: Matching topcoat.
 - c. Topcoat: Interior, latex, institutional low odor/VOC, eggshell.

B. Gypsum Board Substrates:

1. Institutional Low-Odor/VOC Latex System:
 - a. Prime Coat: Interior, institutional low-odor/VOC primer sealer.
 - b. Intermediate Coat: Matching topcoat.
 - c. Topcoat: Interior, latex, institutional low odor/VOC, eggshell.

END OF SECTION 099123

SECTION 21 13 13 - AUTOMATIC FIRE PROTECTION

PART 1 GENERAL

1.1 DESCRIPTION OF WORK

A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required to modify the existing system, install and test modifications to the existing pressurized, fully supervised, wet pipe fire protection system for full building protection in accordance with NFPA, IBC, and the Owner's insurance underwriter. Areas subject to freezing shall have a dry pipe system, dry pendent or sidewall heads per NFPA.

B. The building sprinkler system shall conform to NFPA13 requirements.

1.2 RELATED DOCUMENTS

A. The drawings and the specifications including Section 23 05 00 "Supplemental Mechanical General Requirements" are hereby made a part of the work of this section.

B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.

C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.3 QUALIFICATIONS

A. The Fire Protection Work shall be performed by a qualified Contractor primarily engaged in the design and installation of Fire Protection Systems. The fire protection system design shall be performed under the direction of, and sealed by, a professional engineer registered in the State of Maine or with NICET Level III (minimum) Certification.

B. Welding qualifications of individuals installing welded piping shall be certified by the National Certified Welding Bureau for the type(s) of weld(s) proposed for use in piping assembly.

1.4 SUBMITTALS

A. Items for which the submittal requirements of section 23 05 00, Supplemental Mechanical General Requirements, apply are as Follows:

1. Hydrant flow test.
2. System components.
3. Hydraulic calculations.
4. Piping layout, details and control diagram.
5. Flushing and testing records.
6. Certificate of installation.
7. Copy of Fire Protection Contractors License.
8. Welding certificates of individual welding technicians.
9. Sprinkler heads.
10. Alarm valve(s).
11. Fire department connection(s).
12. Firestopping materials and methods.

Submit hydrant flow test, equipment descriptive data, hydraulic calculations and system layout for review by the Owner's Insurance Underwriter. Submit the system layout to the Architect for review. The Architect's review will be limited to checking for conformance with the design concept of the project and

general compliance with the contract documents and will in no way assume liability for review for compliance with codes, standards and laws.

- B. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- C. Product Data: Submit data on product characteristics, performance criteria and limitations.
- D. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- E. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.5 SPRINKLER COVERAGE

- A. Sprinkler head coverage shall conform with NFPA 13 requirements for the use of the building. Coverage shall be increased accordingly where required by the Authority having jurisdiction.
- B. If the requirements of the inspection agency or the Owner's insuring agent are more rigorous than those stated herein, then the more rigorous requirements shall govern.

PART 2 PRODUCTS

2.1 SYSTEM COMPONENTS AND HARDWARE

- A. Pipe, Fittings, Joints, Hangers, Valves, Fire Department Connections, Alarms: Conform to NFPA 13, Installation of Sprinkler Systems.
- B. Sprinkler Heads:
 - 1. Interior Heated Spaces: Conform to NFPA 13, commercial quick response type. Provide semi-recessed type with white finish for acoustical tile ceilings. Sprinkler heads in GWB ceilings shall be "concealed" type. Dry pendent or sidewall heads, where required, may be standard response type.
 - 2. Provide a spare head cabinet with wrenches, the amount of spare heads for each orifice size, finish, temperature classification, pattern and length furnished in the project shall be in accordance with the following schedule:

Sprinkler Heads on Project	Number of Spare heads of each type.
Less than 300	6
300-999	12
1000 or more	24

- 3. Provide head protection guards where required.
- 4. Sprinkler heads in unheated areas shall be dry pendent or sidewall type, or served by a separate dry-pipe system.

- C. Fire Department Connection: Existing to Remain.

2.2 WATER SUPPLIES

- A. EXISTING.

2.3 DEVICES

- A. Detection devices and associated wiring both within the fire protection system and to the building Fire Alarm System shall be the responsibility of the Sprinkler Contractor.

2.4 BACKFLOW PREVENTER

- A. Existing to remain.

2.5 PIPING SYSTEM IDENTIFICATION

- A. Piping system and valve identification and color coding shall be in accordance with ANSI.

2.6 CEILING CAVITIES

- A. Ceiling cavities above all suspended acoustical tile ceilings in corridor areas and certain other areas contain bundled electrical cables and individual wires and shall be sprinklered. Coordinate sprinkler requirements with the Electrical Drawings.

2.7 FLEXIBLE SPRINKLER HOSE FITTINGS

- A. Manufacturer: FlexHead Industries, Inc., Viking or Victaulic "AquaFlex".

- 1. Contact: 56 Lowland Street, Holliston, MA 01746; Telephone: (800) 829-6975; Fax: (508) 893-6020; Email: sales1@flexhead.com; website: www.flexhead.com

- B. Description: Flexible Sprinkler Hose Fittings for use in commercial suspended ceilings and sheetrock ceilings.

- 1. Regulatory Requirements:

- a. In accordance with NFPA 13.

- C. Product Performance Criteria:

- 1. FM Approved for its intended use pursuant to FM 1637 Approval Standard for Flexible Sprinkler Hose with Threaded End Fittings.
 - 2. UL Listed for its intended use pursuant to UL 2443 Standard for Flexible Sprinkler Hose with Fittings for Fire Protection Service.
 - 3. Seismically qualified for use pursuant to ICC-ES AC-156 Acceptance Criteria for Seismic Qualification by Shake-Table Testing of Nonstructural Components and Systems.

- D. Materials: FlexHead Commercial Sprinkler Connections.

- 1. FlexHead Flexible Hose Assemblies and End Fittings:

- a. Composition: 100% Type 304 Stainless Steel.
 - b. Straight Hose Assembly Lengths: 2ft length, Model #2024 or 3ft length, Model #2036.
 - 1. $\frac{3}{4}$ inch outlet.
 - 2. 175 psi maximum rated pressure.
 - 3. Fully welded non-mechanical fittings, braided, leak-tested with minimum 1 inch true-bore internal corrugated hose diameter.
 - c. Elbow Hose Assembly Lengths(For use in confined spaces): 2ft length, Model #2024E or 3ft length, Model #2036E.
 - 1. $\frac{3}{4}$ inch outlet.
 - 2. 175 psi maximum rated pressure.

3. Fully welded non-mechanical fittings, braided, leak-tested with minimum 1 inch true-bore internal corrugated hose diameter.
2. FlexHead Ceiling Bracket:
 - a. Composition: Type G90 Galvanized Steel.
 - b. Type: Direct attachment type, having integrated snap-on clip ends positively attached to the ceiling using tamper-resistant screws.
 - c. Flexible Hose Attachment: Removable hub type with set screw.
3. Do not use product where exposed, concealed only.

2.8 SPRINKLER SYSTEM ZONING

- A. The existing building sprinkler system shall be modified as necessary in order to accommodate the new spaces as defined in the scope of work of the project. See Architectural Drawings for additional information. All work shall conform with NFPA requirements. Coordinate with the Freeport Fire Department. Coordinate with the Electrical Contractor and Fire Alarm Contractor.

PART 3 EXECUTION

3.1 PIPING LAYOUT AND DESIGN

- A. System requirements, installation requirements, design, plans, and calculations: Conform to NFPA 13, Installation of Sprinkler Systems.
- B. Sprinkler piping shall be run concealed above ceilings in occupied areas. Piping in other areas may be run exposed. Piping shall not be exposed in occupied spaces unless indicated on the drawings.
- C. Pipe penetrations through walls and floors shall be in accordance with Section 23 05 00 - Supplemental Mechanical General Requirements. Traverse points of piping shall be escutcheoned with split chrome floor and ceiling plates and spring anchors, where visible to occupancy. Penetrations through walls shall be sleeved in accordance with Section 23 05 00. Sleeves shall be provided by the Fire Protection Contractor.
- D. Coordinate design and layout with building structure and building systems. The work shown in the contract documents has precedence for space requirements. Work of other trades may be modified or moved only with permission of the trade involved. Costs associated with modifications or relocations shall be the same as for "Substitutions" Section 23 05 00.
- E. Architect shall review proposed system layout and reserve the right to relocate heads, substitute head system and in general review final layout for components visible in occupied spaces.

3.2 SYSTEM ACCEPTANCE

- A. Approval, flushing, hydrostatic testing, instructions, and certificates of installation: Conform to NFPA 13, Installation of Sprinkler Systems.
- B. Disinfect the water piping in accordance with AWWA C601. Fill the piping systems with solution containing a minimum of 50 parts per million of available chlorine and allow solution to stand for minimum of 24 hours. Repeat disinfection if chlorine residual is less than 10 parts per million after 24 hours. Flush the solution from the systems with clean water until maximum residual chlorine contents is not greater than 0.2 parts per million.
- C. Closing in Work:
 1. General: Cover up or enclose work after it has been properly and completely reviewed.

2. No additional cost to the Owner will be allowed for uncovering and recovering, work that is covered or enclosed prior to required review and acceptance.

D. Cleanup and Corrosion Prevention:

1. Upon completion of the work thoroughly clean and flush piping systems to the sewer with water.
2. Piping and equipment shall be thoroughly cleaned. Dirt, dust, and debris shall be removed and the premises left in a clean and neat condition.
3. Before uncovered piping is permitted to be concealed, corrosion and rust shall be wire brushed and cleaned and in the case of iron products, a coat of approved protective paint applied to these surfaces. When corrosion is from the effects of hot solder paste, the areas shall be cleaned and polished and a wash of bicarbonate of soda and water used to neutralize the acid condition.

E. Instructions: On completion of the project, provide a technician familiar with the system to thoroughly instruct the Owner's representative in the care and operation of the system. The total period of instruction shall not exceed four (4) hours. The time of instruction shall be arranged with the Owner.

F. Warranty: For a period of one (1) year after completion of the installation repair or replace any defective materials or workmanship. Upon completion of the installation, the system shall be turned over to the Owner fully inspected and tested, and in operational condition.

3.3 FIRESTOPPING

A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 220000 - PLUMBING

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The drawings and the specifications including Section 23 05 00 "Supplemental General Mechanical Conditions" are hereby made a part of the work of this section.
- B. Coordinate with Section 01 91 00 Commissioning.
- C. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- D. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.2 DESCRIPTION

- A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections, and incidentals and the performing of operations required to provide a complete and functional plumbing system.
- B. Work shall be in accordance with the current edition of the Maine State Plumbing Code and applicable local ordinances.

1.3 SUBMITTALS

- A. Substitutions: Your attention is directed to Section 23 05 00-"Substitutions", relative to competition and the (ONLY) notation. Familiarity with this section shall be achieved before reading the PRODUCTS section of this specification.
- B. The items for which the submittals paragraph in Section 23 05 00, Supplemental General Mechanical Requirements, apply are as follows:
 - 1. Piping materials.
 - 2. Valves.
 - 3. Pipe hangers.
 - 4. Fixtures and trim.
 - 5. Miscellaneous equipment.
 - 6. Piping, valves and equipment identification.
 - 7. Firestopping.
- C. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- D. Product Data: Submit data on product characteristics, performance criteria and limitations.
- E. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- F. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

PART 2 PRODUCTS

2.1 PIPING MATERIALS

- A. Soil and Waste (Sanitary), and Vent Piping:
 - 1. Below Grade: Sched. 40 PVC.
 - 2. Above Grade: Sched. 40 PVC. Vent piping shall be Sched. 40 PVC with cast iron (ONLY) thru roof.
- B. Domestic Water Piping:
 - 1. Branch pipe sizes 1" and smaller:
 - a. Type L hard copper tubing and cast bronze or wrought copper solder fittings.
 - b. Uponor AquaPEX, NSF rated, 180°F at 100psi, red (HW), blue (CW) and white (RHW).
- C. Exposed Waste Piping at Fixtures: Schedule 40 PVC with solvent welded joints and deep one piece escutcheon plates at traverse points.
- D. Solder: Lead-free (ONLY), Englehard Silvabrite 100, 440°F melting point, ASTM B32.
- G. Condensate Drain Piping: Schedule 40 PVC with solvent welded joints.

2.2 NO HUB COUPLINGS

- A. For DWV piping, couplings shall be Clamp-All HI-TORQ125, shall maintain 15 PSI hydrostatic seal, constructed 304SS housing and ASTM C-564 neoprene gasket. Couplings shall meet FM 1680, IBC and local codes and requirements.

2.3 VALVES

- A. Ball Valves: Copper alloy with stationary seat ring and chromium plated or stainless steel floating ball per Federal Specification WW-V-35B. Blowout proof stem, reinforced PTFE seal. Sizes 2" and larger shall have threaded ends. Provide lever handle with stem extension as required to allow operation without interfering with pipe insulation.
- B. Drain Valves: Provide ball valves with 3/4" hose connection and brass cap.
- C. Fixture Service Stop Valves: Angle Wheel Handle Stop, ASME A112.18M.
 - 1. Each plumbing fixture shall have individual stop valves in the hot and cold supplies.
 - 2. Service stop valves exposed in finished areas shall be chrome-plated brass; in non-finished areas, ball valves shall be used in lieu of chromed supplies.

2.5 PIPE HANGERS

- A. Adjustable Swivel Hangers:
 - 1. Pipe sizes 2" and less: Carpenter and Paterson Fig. 800, oversize for insulated piping systems.
- B. Riser Clamp: Carpenter and Paterson Fig. 126 CT copper plated for copper piping, Fig. 126 for iron

and PVC piping.

C. Insulation Shields: 18 ga. galvanized steel, 180° wrap, Carpenter and Paterson Fig. 265P, Type H.

2.6 FIXTURES AND TRIM

A. (P-1) ADA Kitchenette Sink, Single Bowl: Elkay LRAD2521, stainless steel, 25"x21.25" overall size, 4 faucet holes on 4" centers, fully sound deadened.

1. Faucet: Symmons Dia spring gooseneck #SPR-3510-PD-1.5, single handle with pull down wand and dual function spray, 1.5 GPM, ceramic control cartridge, braided hose connections, chrome plated metal body.
2. Strainer: Removable basket and neoprene stopper.
3. Sink installation shall be in compliance with the ADA guidelines.
4. Exposed traps and supplies with Truebro Lavguard.

2.7 MISCELLANEOUS EQUIPMENT

A. Thermometers: Trerice Series V80445 or Ashcroft Series 600A-04, vapor actuated, adjustable angle, 4-1/2" diameter face, cast aluminum case, stainless steel ring, glass window, white background dial with black figures, black finished stainless steel pointer, brass movement with bronze bearings, phosphor bronze bourdon tube. Accuracy shall be to within one scale division.

1. Thermowell: Provide with brass thermometer wells projecting a minimum of 2" into the pipe with extension to face of insulation. Provide with heat transfer fluid to fill interstitial space between bulb and well.
2. Range: 30°F to 240°F for domestic hot water systems.

B. Water Hammer Arrestor (Shock Absorber): Plumbing and Drainage Institute listed.

Schedule:

"A" - Size #100 PDI - 0-11 Fixture Units
"B" - Size #200 PDI - 12-32 Fixture Units
"C" - Size #300 PDI - 33-60 Fixture Units

2.8 WATER HEATING EQUIPMENT

A. Existing water heater and domestic hot water service shall be existing to remain.

2.9 PIPING, VALVE, AND EQUIPMENT IDENTIFICATION

A. Piping identification: Provide plastic "wrap-around" identification markers indicating flow and fluid flowing for the following:

1. Domestic Hot Water
2. Domestic Cold Water
3. Vent Piping
4. Exposed Above-ground Sanitary Drain Piping
5. Condensate Piping

B. Markers shall be placed 30-50 ft. apart for piping in accessible areas.

- C. Markers shall be placed outside the pipe insulation and in the most obvious location for viewing.
- D. Valve Tags:
 - 1. Attach to each valve a 1-1/2" round or octagonal brass tag with 1/2" indented numerals filled with a durable black compound. In addition to the valve numbers, each tag shall identify the system it controls. Service stop valves exposed in finished areas need not be tagged.
 - 2. Tags shall be securely attached to stems of valves with copper or brass "S" hooks, or chains.
 - 3. Valve charts shall be provided for each piping system and shall consist of schematic drawings of piping layouts, showing and identifying each valve and describing its function. Upon completion of the work, one (1) copy of each chart, sealed to rigid backboard with clear lacquer placed under glass and framed, shall be hung where directed. Two (2) additional unmounted copies shall be delivered to the Architect.
 - 4. Tags and charts shall be coordinated with Section 230000 Heating System and when completed this work shall have been done sequentially.
- E. Equipment Identification: N/A

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

- A. Inspection:
 - 1. Prior to work of this Section, carefully inspect the installed work of other trades and verify that such work is complete to the point where this installation may properly commence.
 - 2. Verify that plumbing may be installed in strict accordance with pertinent codes and regulations and the reviewed Shop Drawings.

3.2 INSTALLATION OF PIPING

- A. Provide and erect in accordance with the best practice of the trade piping shown on the drawings and as required to complete the intended installation. Make offsets as shown or required to place piping in proper position to avoid other work and to allow the application of insulation and finish painting to the satisfaction of the Architect.
- B. The size and general arrangements, as well as the methods of connecting piping, valves, and equipment, shall be as indicated, or so as to meet the requirements of the Architect.
- C. Piping shall be erected so as to provide for the easy and noiseless passage of fluids under working conditions.
- D. Install unions to facilitate removal of equipment.
- E. Copper pipe shall be reamed to remove burrs.
- F. Connections between copper and steel piping shall be made with dielectric fittings.
- G. Solder joints shall be made with lead free solder. Clean surfaces to be soldered and use a paste flux. Wash joints with sodium bicarbonate and water to remove corrosive effects of heated solder paste. Caution: Lead-bearing solder is not permitted.

- H. Pipe penetrations through walls, floors and ceilings shall be in accordance with Section 23 05 00 "Supplemental General Mechanical Requirements". Traverse points of piping shall be escutcheoned with split chrome floor and ceiling plates and spring anchors, where visible to occupancy.
- I. Provide a cleanout in the vertical position at the base of each sanitary and roof drain drop.
- J. Sanitary and vent piping shall be sized and installed at 1/4" per foot slope.
- K. Rainwater piping shall be sized and installed at 1/8" per foot slope.
- L. All vertical and horizontal penetrations through walls, floors and ceilings shall be sealed against air movement between spaces.

3.3 PIPE HANGERS

- A. Impact driven studs are prohibited.
- B. Copper Tubing: supported at intervals with rod sizes as follows, double nuts on hangers and on beam clips.

Copper Size	Hanger Intervals	Rod Sizes
1/2"	5'	3/8"
3/4"	6'	3/8"
1"	6'	3/8"
1-1/4"	8'	3/8"
1-1/2"	8'	3/8"
2"	10'	3/8"

- C. Cast Iron Pipe: Supported at intervals with rod sizes as follows, double nuts on hangers and on beam clips.

Cast Iron Size	Hanger Intervals	Rod Sizes
1-1/2"	5'	3/8"
2"	5'	3/8"
2-1/2"	5'	1/2"
3"	6'	1/2"
4"	7'	5/8"

- D. PVC/CPVC Pipe: Supported at 4 foot intervals.
- E. Verticals: Supported by use of clamp hangers at every story height, and at not more than 6 feet intervals for copper piping 1-1/4" and smaller size.
- F. Spring Isolators: All pipe 20' upstream and downstream of pumps.

3.4 CLOSING IN UNINSPECTED WORK

- A. General: Cover up or enclose work after it has been properly and completely reviewed.
- B. If any of the work is covered or enclosed prior to required inspections and review, uncover the work as required for the test and review. After review, tests and acceptance, repairs and replacements shall be made by the appropriate trades with such materials as necessary for the acceptance by the Architect and at no additional cost to the Owner.

3.5 CLEANUP AND CORROSION PREVENTION

- A. Upon completion of the work thoroughly clean and flush piping systems to the sewer with water.

- B. Fixtures, piping and equipment shall be thoroughly cleaned. Dirt, dust, and debris shall be removed and the premises left in a clean and neat condition.
- C. Caulk around fixtures at floor and wall.
- D. Before covering is applied to piping systems, clips, rods, clevises and other hanger attachments, and before uncovered piping is permitted to be concealed, corrosion and rust shall be wire brushed and cleaned and in the case of iron products, a coat of approved protective paint applied to these surfaces. When corrosion is from the effects of hot solder paste, the areas shall be cleaned and polished and a wash of bicarbonate of soda and water used to neutralize the acid condition.

3.6 DISINFECTING

- A. After the entire potable water system is completed, cleaned and tested, and just before the building is ready to be occupied, disinfect the system as follows: After flushing the mains, introduce a water and chlorine solution for a period of not less than three hours before final flushing of the system.

3.7 TESTS

- A. Sanitary soil, waste and vent piping: Fill with water to top of vents, and test as required by Code.
- B. Water piping shall be tested to a pressure of 100 lbs. per square inch for at least 30 minutes. Pressure drop in this period shall not exceed two pounds per square inch. Leaks shall be repaired and system retested. Notify Architect 24 hours before test is to be performed.

3.8 INSTRUCTIONS

- A. On completion of the project, provide a competent technician to thoroughly instruct the Owner's representative in the care and operation of the system. The total period of instruction shall not exceed four (4) hours. The time of instruction shall be arranged with the Owner.

3.9 FIRESTOPPING

- A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 23 00 00 - HVAC SYSTEM

PART 1 GENERAL

1.1 DESCRIPTION

- A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required to install the heating and ventilating systems indicated.

1.2 RELATED DOCUMENTS

- A. The drawings and the specifications including Section 23 05 00 "Supplemental Mechanical General Requirements" are hereby made a part of the work of this section.
- B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.3 SUBMITTALS

- A. Substitutions: Your attention is directed to Section 23 05 00-"Substitutions", relative to competition and the (ONLY) notation. Familiarity with this section should be achieved before reading the PRODUCTS section of this specification.
- B. The items for which the submittals paragraph in Section 23 05 00, Supplemental Mechanical General Requirements, apply are as follows:
 - 1. Piping materials.
 - A. Heat pump multi-zone split system heating / cooling equipment.
 - B. Energy recovery ventilator.
 - C. Electric duct coil.
- C. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- D. Product Data: Submit data on product characteristics, performance criteria and limitations.
- E. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- F. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

PART 2 PRODUCTS

2.1 REFRIGERANT PIPING

- A. Refrigerant Piping: Dimensions and material requirements for pipe, pipe fittings and components shall conform to ASHRAE 15 and ANSI B31.5 and shall be compatible with fluids used and capable of withstanding the pressures and temperatures of the service.
- B. All piping exterior to building, shall be a minimum of type "L", "ACR" rated straight pipe for R- 410A or as specified. All piping on the building interior shall be "L", ACR" rated rolled soft copper or line set for R-410A or as specified, piping (after annealing) shall have sufficient wall thickness for a continuous operating pressure of 600 PSI per ASME B 31.5-2010.

- C. Tubing used for refrigerant service shall be cleaned, sealed, capped, or plugged prior to shipment from the manufacturer's plant.
- D. All joints shall be brazed except at the indoor units which shall be flared. **Brazing Materials:** Provide AWS A5.8 brazing filler metal Type BAg-5 with AWS Type 3 flux, except Type BCuP-5 or BCuP-6 may be used for brazing copper-to-copper joints
 - 1. Dry Nitrogen: Dry nitrogen must be used during all brazing (pressure regulated to 3 PSI) to prevent copper plate or oxidation formation
- E. All piping shall be installed in accordance with the mechanical design. Any deviation shall be submitted for prior approval to the mechanical engineer prior to installation. Selected copper tube must be of suitable wall thickness for higher operation pressures.
- F. Flaring: Flared tube ends should have a smooth, even round flare of sufficient length to fully engage the mating surface of the flare nut, without protruding into the threads. Use only "PVE" or "POE" refrigeration oil when making flares. Dedicated flare block and tool is recommended. Only use synthetic oil on the flare tool.
- G. Pressure testing: Tighten down stop valves before any pressure testing to prevent nitrogen from leaking back through condenser and contaminating refrigerant.

Pressure testing shall be done in three (3) steps.

Step 1 – Leak check 3 minutes at 150 PSI

Step 2 – Leak check after 5 minutes at 325 PSI

Step 3 – Leak check after 24 hours at 550 PSI (450 psi for systems with vertical Air Handlers)
Always check flare nuts for leaks using bubble solution. Be sure to use a recommended product. Do not use a watered down fairy liquid solution.
- H. Leak testing and evacuation shall be done in accordance with the US EPA "Green Chill Best Practices Guideline Ensuring Leak-Tight Installation of Commercial Refrigerant Equipment."
- I. Evacuation procedures: Evacuation procedures shall be performed as follows:
 - 1. Evacuate the system to 4000 microns. Break the vacuum with dry nitrogen to a pressure of 2-3 PSI and hold for 15 minutes.
 - 2. Evacuate system to 1500 microns and maintain for 20 minutes. Break the vacuum with dry nitrogen to a pressure of 2-3 PSI and hold for 15 minutes.
 - 3. Evacuate system to below 500 microns and hold for 60 minutes.
 - 4. Evacuate system to below 300 microns and hold for 24 hours.
- J. Refrigerant charging: Weigh in additional refrigerant with digital scales. Calculate charge based on total line length plus lb/ft of diameter. Check with each unit model for correct multiplier. After the amount of refrigerant to be added is determined write it down on the label on the back side of the front cover. After the vacuum/drying is complete, charge the additional refrigerant in its liquid state through the liquid stop valve service port.

Make sure to use installation tools exclusively used on R410A installations to withstand the pressure and to prevent foreign material from mixing into the system.

K. Ball valves: Ball valves for refrigerant service shall be Streamline Cyclemaster ball valves, with full port construction, rupture-proof encapsulated stem, UL Listed with a maximum working pressure of 700 psig and a working temperature range of -40°F to 300°F. Materials shall be compatible with all CFC, HCFC and HFC refrigerants and oils.

2.2 HANGERS

A. Adjustable Swivel Hanger: Pipe Sizes 2" and Less: Carpenter and Paterson Fig. 800 conforming to MSS-SP-58, oversize for insulated piping systems. Pipe Sizes Larger Than 2": Carpenter and Paterson Fig. 100, oversize for insulated piping systems.

B. Riser Clamp: Carpenter and Paterson Fig. 126 and Fig. 126 CT conforming to MSS-SP-58, provide copper plated clamps on copper pipes.

C. Insulation Shields: 18 ga. galvanized steel, 180° wrap, Carpenter and Paterson Fig. 265P, Type H.

2.3 PIPING, VALVE AND EQUIPMENT IDENTIFICATION

A. Pipe Identification: Provide plastic "wrap around" identification markers indicating flow direction and fluid flowing for the following:

Refrigerant Liquid Piping
Refrigerant Suction Piping

1. Markers shall be placed 30-50 ft. apart for piping in accessible areas.
2. Markers shall be placed outside the pipe insulation and in the most obvious location for viewing. Markers shall not be installed in exposed areas except in the mechanical rooms.

B. Valve Tags:

1. Attach to each valve a 1-1/2" round or octagonal brass tag with 1/2" indented numerals filled with a durable black compound. In addition to the valve numbers, each tag shall identify the system it controls. Service stop valves exposed in finished areas need not be tagged.
2. Tags shall be securely attached to stems of valves with copper or brass "S" hooks, or chains.
3. Valve charts shall be provided for each piping system and shall consist of schematic drawings of piping layouts, showing and identifying each valve and describing its function. Upon completion of the work, one (1) copy of each chart, sealed to rigid backboard with clear lacquer placed under glass and framed, shall be hung where directed. Two (2) additional unmounted copies shall be delivered to the Architect.
4. Tags and charts shall be coordinated with Section 23 00 00 Heating System and when completed this work shall have been done sequentially.

C. Equipment Identification:

1. Provide laminated plastic nameplates for boilers, pumps, and air handling units. Laminated plastic shall be 0.125-inch thick melamine plastic conforming to Fed. Spec. L-P-387, black with white center core. Surface shall be a matte finish, corners shall be square. Accurately align lettering and engrave into the white core. Minimum size of nameplates shall be 1.0 inch by 2.5 inches. Lettering shall be minimum of 0.25-inch high normal block lettering.

2.4 INDOOR ENERGY RECOVERY EQUIPMENT (ERV-1)

- A. Shall be RenewAire models, capacities and performance as scheduled. The heat recovery equipment shall be a factory assembled and tested package, constructed and rated in accordance with AHRI. System components shall include fan(s) with ECM motors (where available), air-to-air heat exchanger, low-leakage dampers, filter sections, non-fused disconnect switches and double-wall, insulated airtight casing with interior sheetmetal liner. The casing shall have 1" thick (minimum) 3.0 pcft fiberglass thermal insulation. All unit casings shall be factory painted.
- B. The air-to-air "total energy" heat recovery units shall be a static plate core capable of sensible and latent energy transfer. Energy transfer efficiency shall be as scheduled.
- C. Supply and exhaust prefilters shall be 2" thick, 30-35% efficient extended surface pleated media disposable type by Farr, or approved equal. Furnish a total of three (3) complete sets of filters for each filter bank.
- D. Motorized backdraft dampers and actuators with end switches shall be provided for the supply and exhaust fans.
- E. Electrical work shall be in accordance with the National Electrical Code (NFPA 70) and shall include motor starters, junction boxes. Provide switches with pilot lights. Wiring shall be in galvanized steel or liquidtight conduit. A single point electrical connection shall be provided.
- F. Packaged stand-alone microprocessor controls shall be included and installed per the manufacturer's requirements.
- G. The heat recovery unit shall be started up and operation verified by an authorized representative of the equipment manufacturer and the commissioning agent during the commissioning process.
- H. Sequence of Control: ERV shall operate during the occupied period as determined by an adjustable timeclock.

2.5 ELECTRIC DUCT COIL (EDC-1)

- A. Shall be RenewAire models, capacities and performance as scheduled or approved equal. The electric heating coil shall comply with requirements in UL 1996, "Heating and Cooling Equipment." Open-coil resistance wiring shall be of 80-20 Ni-Cr construction and shall be supported and insulated with floating ceramic bushings recessed into casing openings. Mounting shall be in a galvanized steel frame. Provide with SCR controller and multiple stages.
- B. Safety controls shall include a blower-motor interlock, automatic high limit switch for primary over temperature protection, a manual reset high-limit switch for secondary over-temperature protection, and an integral power disconnect switch.
- C. Sequence of Operation:
 1. The electric duct coil shall maintain discharge air temperature by modulating capacity via the SCR controller. At outside air temperatures below 50°F, the supply air temperature shall be air shall be 72°F. At outside air temperatures above 55°F the EDC shall be de-energized. If the discharge air leaving the EDC drops below 40F, then the ERV shall de-energize and the outside air MOD's shall modulate closed.

2.6 SPLIT SYSTEM MULTI-ZONE HEAT PUMP AIR CONDITIONING UNITS – (SAC-#, SCU-#)

- A. The Split System Heat Pump Air Conditioning Systems shall be Mitsubishi MXZ-SM SERIES or equal by Samsung, Daikin or Lennox, consisting of multiple indoor units served by outdoor heat pump units. Performance and capacities shall be as scheduled. The systems shall be capable of

providing a minimum of 60% of their rated heating capacity at -13°F outside temperature (when accounting for outdoor ambient temperature, indoor conditions, connected indoor units, refrigerant line lengths and a 5% defrost. Submittals shall include output from factory selection software indicating that these factors have been accounted for) and shall be capable of heating to -25°F. The system shall utilize R-410A refrigerant. Piping joints and headers in the refrigeration piping shall be manufactured by the system manufacturer, piping shall be type nitrogen-purged ACR Copper. The systems shall include packaged controls including hard wired space sensors for each indoor unit, Model MA Simple Controller with temperature sensor, or equal with central controllers mounted in the mechanical rooms. Outdoor unit power shall be 208V, 1-phase.

- B. The indoor air handling units shall be from the same manufacturer as the outdoor units, wall mounted model as scheduled/indicated. Cooling/Heating capacities shall be as scheduled. The indoor units shall operate on 208V-1 phase power. Furnish with refrigerant piping, wiring and condensate piping as recommended by the manufacturer. Units must be suitable for use with the refrigerant line lengths required by the unit placement as shown on the plans with no reduction in capacity. All indoor units shall include mini condensate pumps, Aspen Mini-Aqua, Little Giant, or equal, piped to nearest IW funnel. Condensate drain pans shall have safety overflow switches. Refrigerant piping and wiring shall be per the manufacturers recommendations.
- C. The outdoor heat pump units shall be the model and capacity scheduled. Compressors shall be inverter-driven scroll type. Capacity shall match system load. Heat exchanger shall be a copper pipe-in-pipe structure, unit shall include a high pressure sensor and switch, inverter overcurrent/overheat protection, compressor overheat protection, auto-defrost mode. Outdoor units shall be wall-mounted on the exterior as shown and supported per the manufacturer's requirements. Furnish with snow / hail guards and base pan heaters. Units shall be securely fastened to the stands which shall be securely mounted to the structure. Start-up shall be by an authorized representative of the manufacturer.
- D. Submittal shall include corrected performance values from the manufacturer's selection software accounting for outdoor air temperature, indoor conditions, line lengths, elevation of components and defrost cycle. Submittals consisting of generic cut sheets with nominal performance only shall be rejected.
- E. Sequence of Operation: The multi-zone heat pump system shall operate in order to satisfy the zone temperature sensors.

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

- A. Inspection:
 - 1. Prior to work of this Section, carefully inspect the installed work of other trades and verify that such work is complete to the point where this installation may properly commence.
 - 2. Verify that the heating system may be installed in accordance with pertinent codes and regulations and the reviewed Submittals.

3.2 INSTALLATION OF PIPING

- A. In general, piping shall be run concealed above ceilings in occupied areas. Piping in other areas may be run exposed. Piping shall not be exposed in occupied spaces unless written authorization is given by the Architect.
- B. Provide and erect in accordance with the best practice of the trade piping shown on the Drawings and as required to complete the intended installation. Make offsets as shown or required to place

piping in proper position to avoid other work and to allow the application of insulation and finish painting to the satisfaction of the Architect.

- C. The size and general arrangements, as well as the methods of connecting piping, valves, and equipment, shall be as indicated, or so as to meet the requirements of the Architect.
- D. Piping shall be erected so as to provide for the easy and noiseless passage of heating fluid under working conditions. Inverted eccentric reducing fittings shall be used whenever water pipes reduce in size.
- E. Install stop valves and unions to facilitate isolation and removal of equipment. Provide final connections for hydronic specialties furnished under other sections of the Specifications.
- F. Solder joints shall be made with non-lead solder. Clean surfaces to be soldered and use a paste flux. Wash joints with sodium bicarbonate and water to remove corrosive effects of heated solder paste. Hot wipe solder at each fitting.
- G. Pipe penetrations through walls, floors and ceilings shall be in accordance with Section 23 05 00 "Supplemental Mechanical General Requirements". Traverse points of piping shall be escutcheoned with split chrome floor and ceiling plates and spring anchors, where visible to occupancy.
- H. All vertical and horizontal penetrations through walls, floors and ceilings shall be sealed against air movement between spaces.

3.3 PIPE HANGERS

- A. Impact driven studs are not acceptable.
- B. Pipes (copper or steel) shall be supported at intervals and rod sizes as follows, double nuts on hangers and on beam clips.

Pipe Size	Hanger Intervals	Rod Sizes
1/2"	5'	3/8"
3/4"	6'	3/8"

- C. Verticals: Supported at the base and at intervals as follows by use of clamp hangers:

Copper Pipe and Tubing:

1-1/2" and larger - Not more than 12 ft.
1-1/4" and smaller - Not more than 6 ft.

- D. Provide welded steel saddles at each hanger on steel piping systems 4" and larger.

3.4 CLOSING IN WORK

- A. Cover up or enclose work after it has been properly and completely tested and reviewed.
- B. No additional cost to the Owner will be allowed for uncovering or recovering any work that is covered or enclosed prior to required test and review.

3.5 TEST AND ADJUST

- A. Piping Systems: Test with water to a pressure of 75 psi and hold for a period of two hours. Repair any leaks and retest the piping system; repeat process until systems are leak-free. Test piping before it is insulated.

- B. Before operating any system, flush the piping to remove oil and foreign materials.
- C. After the installation is complete and ready for operation, test the system under normal operating conditions in the presence of the Architect and demonstrate that the system functions as designed.
- D. Demonstrate that the HVAC systems have free and noiseless circulation of water, that all air has been purged and that systems are watertight.
- E. Correct defects which develop in operational testing, conduct additional testing until defect free operation is achieved.
- F. Provide balancing and adjusting of terminal devices in accordance with Specification Section 23 05 93.

3.6 CLEANUP AND CORROSION PREVENTION

- A. Piping and equipment shall be thoroughly cleaned. Dirt, dust, and debris shall be removed and the premises left in a clean and neat condition.
- B. Before covering is applied to piping systems, clips, rods, clevises and other hanger attachments, and before uncovered piping is permitted to be concealed, corrosion and rust shall be wire brushed and cleaned and in the case of iron products, a coat of approved protective paint applied to these surfaces. When corrosion is from the effects of hot solder paste, the areas shall be cleaned and polished and a wash of bicarbonate of soda and water used to neutralize the acid condition.

3.7 INSTRUCTIONS

- A. On completion of the project, instruct the Owner's representative in the care and operation of the system. The period of instruction shall be for not less than one 8 hour period. The time of instruction shall be arranged with the Owner. In addition to the prime Mechanical Contractor, the control system Contractor, Balancing Contractor, and Owner's representative shall be present and participate in the Owner's instruction.

3.8 FIRESTOPPING

- A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 23 00 00 - HVAC SYSTEM

PART 1 GENERAL

1.1 DESCRIPTION

- A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required to install the heating and ventilating systems indicated.

1.2 RELATED DOCUMENTS

- A. The drawings and the specifications including Section 23 05 00 "Supplemental Mechanical General Requirements" are hereby made a part of the work of this section.
- B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.3 SUBMITTALS

- A. Substitutions: Your attention is directed to Section 23 05 00-"Substitutions", relative to competition and the (ONLY) notation. Familiarity with this section should be achieved before reading the PRODUCTS section of this specification.
- B. The items for which the submittals paragraph in Section 23 05 00, Supplemental Mechanical General Requirements, apply are as follows:
 - 1. Piping materials.
 - A. Heat pump multi-zone split system heating / cooling equipment.
 - B. Energy recovery ventilator.
 - C. Electric duct coil.
- C. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- D. Product Data: Submit data on product characteristics, performance criteria and limitations.
- E. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- F. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

PART 2 PRODUCTS

2.1 REFRIGERANT PIPING

- A. Refrigerant Piping: Dimensions and material requirements for pipe, pipe fittings and components shall conform to ASHRAE 15 and ANSI B31.5 and shall be compatible with fluids used and capable of withstanding the pressures and temperatures of the service.
- B. All piping exterior to building, shall be a minimum of type "L", "ACR" rated straight pipe for R- 410A or as specified. All piping on the building interior shall be "L", ACR" rated rolled soft copper or line set for R-410A or as specified, piping (after annealing) shall have sufficient wall thickness for a continuous operating pressure of 600 PSI per ASME B 31.5-2010.

- C. Tubing used for refrigerant service shall be cleaned, sealed, capped, or plugged prior to shipment from the manufacturer's plant.
- D. All joints shall be brazed except at the indoor units which shall be flared. **Brazing Materials:** Provide AWS A5.8 brazing filler metal Type BAg-5 with AWS Type 3 flux, except Type BCuP-5 or BCuP-6 may be used for brazing copper-to-copper joints
 - 1. Dry Nitrogen: Dry nitrogen must be used during all brazing (pressure regulated to 3 PSI) to prevent copper plate or oxidation formation
- E. All piping shall be installed in accordance with the mechanical design. Any deviation shall be submitted for prior approval to the mechanical engineer prior to installation. Selected copper tube must be of suitable wall thickness for higher operation pressures.
- F. Flaring: Flared tube ends should have a smooth, even round flare of sufficient length to fully engage the mating surface of the flare nut, without protruding into the threads. Use only "PVE" or "POE" refrigeration oil when making flares. Dedicated flare block and tool is recommended. Only use synthetic oil on the flare tool.
- G. Pressure testing: Tighten down stop valves before any pressure testing to prevent nitrogen from leaking back through condenser and contaminating refrigerant.

Pressure testing shall be done in three (3) steps.

Step 1 – Leak check 3 minutes at 150 PSI

Step 2 – Leak check after 5 minutes at 325 PSI

Step 3 – Leak check after 24 hours at 550 PSI (450 psi for systems with vertical Air Handlers)
Always check flare nuts for leaks using bubble solution. Be sure to use a recommended product. Do not use a watered down fairy liquid solution.
- H. Leak testing and evacuation shall be done in accordance with the US EPA "Green Chill Best Practices Guideline Ensuring Leak-Tight Installation of Commercial Refrigerant Equipment."
- I. Evacuation procedures: Evacuation procedures shall be performed as follows:
 - 1. Evacuate the system to 4000 microns. Break the vacuum with dry nitrogen to a pressure of 2-3 PSI and hold for 15 minutes.
 - 2. Evacuate system to 1500 microns and maintain for 20 minutes. Break the vacuum with dry nitrogen to a pressure of 2-3 PSI and hold for 15 minutes.
 - 3. Evacuate system to below 500 microns and hold for 60 minutes.
 - 4. Evacuate system to below 300 microns and hold for 24 hours.
- J. Refrigerant charging: Weigh in additional refrigerant with digital scales. Calculate charge based on total line length plus lb/ft of diameter. Check with each unit model for correct multiplier. After the amount of refrigerant to be added is determined write it down on the label on the back side of the front cover. After the vacuum/drying is complete, charge the additional refrigerant in its liquid state through the liquid stop valve service port.

Make sure to use installation tools exclusively used on R410A installations to withstand the pressure and to prevent foreign material from mixing into the system.

K. Ball valves: Ball valves for refrigerant service shall be Streamline Cyclemaster ball valves, with full port construction, rupture-proof encapsulated stem, UL Listed with a maximum working pressure of 700 psig and a working temperature range of -40°F to 300°F. Materials shall be compatible with all CFC, HCFC and HFC refrigerants and oils.

2.2 HANGERS

A. Adjustable Swivel Hanger: Pipe Sizes 2" and Less: Carpenter and Paterson Fig. 800 conforming to MSS-SP-58, oversize for insulated piping systems. Pipe Sizes Larger Than 2": Carpenter and Paterson Fig. 100, oversize for insulated piping systems.

B. Riser Clamp: Carpenter and Paterson Fig. 126 and Fig. 126 CT conforming to MSS-SP-58, provide copper plated clamps on copper pipes.

C. Insulation Shields: 18 ga. galvanized steel, 180° wrap, Carpenter and Paterson Fig. 265P, Type H.

2.3 PIPING, VALVE AND EQUIPMENT IDENTIFICATION

A. Pipe Identification: Provide plastic "wrap around" identification markers indicating flow direction and fluid flowing for the following:

Refrigerant Liquid Piping
Refrigerant Suction Piping

1. Markers shall be placed 30-50 ft. apart for piping in accessible areas.
2. Markers shall be placed outside the pipe insulation and in the most obvious location for viewing. Markers shall not be installed in exposed areas except in the mechanical rooms.

B. Valve Tags:

1. Attach to each valve a 1-1/2" round or octagonal brass tag with 1/2" indented numerals filled with a durable black compound. In addition to the valve numbers, each tag shall identify the system it controls. Service stop valves exposed in finished areas need not be tagged.
2. Tags shall be securely attached to stems of valves with copper or brass "S" hooks, or chains.
3. Valve charts shall be provided for each piping system and shall consist of schematic drawings of piping layouts, showing and identifying each valve and describing its function. Upon completion of the work, one (1) copy of each chart, sealed to rigid backboard with clear lacquer placed under glass and framed, shall be hung where directed. Two (2) additional unmounted copies shall be delivered to the Architect.
4. Tags and charts shall be coordinated with Section 23 00 00 Heating System and when completed this work shall have been done sequentially.

C. Equipment Identification:

1. Provide laminated plastic nameplates for boilers, pumps, and air handling units. Laminated plastic shall be 0.125-inch thick melamine plastic conforming to Fed. Spec. L-P-387, black with white center core. Surface shall be a matte finish, corners shall be square. Accurately align lettering and engrave into the white core. Minimum size of nameplates shall be 1.0 inch by 2.5 inches. Lettering shall be minimum of 0.25-inch high normal block lettering.

2.4 INDOOR ENERGY RECOVERY EQUIPMENT (ERV-1)

- A. Shall be RenewAire models, capacities and performance as scheduled. The heat recovery equipment shall be a factory assembled and tested package, constructed and rated in accordance with AHRI. System components shall include fan(s) with ECM motors (where available), air-to-air heat exchanger, low-leakage dampers, filter sections, non-fused disconnect switches and double-wall, insulated airtight casing with interior sheetmetal liner. The casing shall have 1" thick (minimum) 3.0 pcft fiberglass thermal insulation. All unit casings shall be factory painted.
- B. The air-to-air "total energy" heat recovery units shall be a static plate core capable of sensible and latent energy transfer. Energy transfer efficiency shall be as scheduled.
- C. Supply and exhaust prefilters shall be 2" thick, 30-35% efficient extended surface pleated media disposable type by Farr, or approved equal. Furnish a total of three (3) complete sets of filters for each filter bank.
- D. Motorized backdraft dampers and actuators with end switches shall be provided for the supply and exhaust fans.
- E. Electrical work shall be in accordance with the National Electrical Code (NFPA 70) and shall include motor starters, junction boxes. Provide switches with pilot lights. Wiring shall be in galvanized steel or liquidtight conduit. A single point electrical connection shall be provided.
- F. Packaged stand-alone microprocessor controls shall be included and installed per the manufacturer's requirements.
- G. The heat recovery unit shall be started up and operation verified by an authorized representative of the equipment manufacturer and the commissioning agent during the commissioning process.
- H. Sequence of Control: ERV shall operate during the occupied period as determined by an adjustable timeclock.

2.5 ELECTRIC DUCT COIL (EDC-1)

- A. Shall be RenewAire models, capacities and performance as scheduled or approved equal. The electric heating coil shall comply with requirements in UL 1996, "Heating and Cooling Equipment." Open-coil resistance wiring shall be of 80-20 Ni-Cr construction and shall be supported and insulated with floating ceramic bushings recessed into casing openings. Mounting shall be in a galvanized steel frame. Provide with SCR controller and multiple stages.
- B. Safety controls shall include a blower-motor interlock, automatic high limit switch for primary over temperature protection, a manual reset high-limit switch for secondary over-temperature protection, and an integral power disconnect switch.
- C. Sequence of Operation:
 1. The electric duct coil shall maintain discharge air temperature by modulating capacity via the SCR controller. At outside air temperatures below 50°F, the supply air temperature shall be air shall be 72°F. At outside air temperatures above 55°F the EDC shall be de-energized. If the discharge air leaving the EDC drops below 40F, then the ERV shall de-energize and the outside air MOD's shall modulate closed.

2.6 SPLIT SYSTEM MULTI-ZONE HEAT PUMP AIR CONDITIONING UNITS – (SAC-#, SCU-#)

- A. The Split System Heat Pump Air Conditioning Systems shall be Mitsubishi MXZ-SM SERIES or equal by Samsung, Daikin or Lennox, consisting of multiple indoor units served by outdoor heat pump units. Performance and capacities shall be as scheduled. The systems shall be capable of

providing a minimum of 60% of their rated heating capacity at -13°F outside temperature (when accounting for outdoor ambient temperature, indoor conditions, connected indoor units, refrigerant line lengths and a 5% defrost. Submittals shall include output from factory selection software indicating that these factors have been accounted for) and shall be capable of heating to -25°F. The system shall utilize R-410A refrigerant. Piping joints and headers in the refrigeration piping shall be manufactured by the system manufacturer, piping shall be type nitrogen-purged ACR Copper. The systems shall include packaged controls including hard wired space sensors for each indoor unit, Model MA Simple Controller with temperature sensor, or equal with central controllers mounted in the mechanical rooms. Outdoor unit power shall be 208V, 1-phase.

- B. The indoor air handling units shall be from the same manufacturer as the outdoor units, wall mounted model as scheduled/indicated. Cooling/Heating capacities shall be as scheduled. The indoor units shall operate on 208V-1 phase power. Furnish with refrigerant piping, wiring and condensate piping as recommended by the manufacturer. Units must be suitable for use with the refrigerant line lengths required by the unit placement as shown on the plans with no reduction in capacity. All indoor units shall include mini condensate pumps, Aspen Mini-Aqua, Little Giant, or equal, piped to nearest IW funnel. Condensate drain pans shall have safety overflow switches. Refrigerant piping and wiring shall be per the manufacturers recommendations.
- C. The outdoor heat pump units shall be the model and capacity scheduled. Compressors shall be inverter-driven scroll type. Capacity shall match system load. Heat exchanger shall be a copper pipe-in-pipe structure, unit shall include a high pressure sensor and switch, inverter overcurrent/overheat protection, compressor overheat protection, auto-defrost mode. Outdoor units shall be wall-mounted on the exterior as shown and supported per the manufacturer's requirements. Furnish with snow / hail guards and base pan heaters. Units shall be securely fastened to the stands which shall be securely mounted to the structure. Start-up shall be by an authorized representative of the manufacturer.
- D. Submittal shall include corrected performance values from the manufacturer's selection software accounting for outdoor air temperature, indoor conditions, line lengths, elevation of components and defrost cycle. Submittals consisting of generic cut sheets with nominal performance only shall be rejected.
- E. Sequence of Operation: The multi-zone heat pump system shall operate in order to satisfy the zone temperature sensors.

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

- A. Inspection:
 - 1. Prior to work of this Section, carefully inspect the installed work of other trades and verify that such work is complete to the point where this installation may properly commence.
 - 2. Verify that the heating system may be installed in accordance with pertinent codes and regulations and the reviewed Submittals.

3.2 INSTALLATION OF PIPING

- A. In general, piping shall be run concealed above ceilings in occupied areas. Piping in other areas may be run exposed. Piping shall not be exposed in occupied spaces unless written authorization is given by the Architect.
- B. Provide and erect in accordance with the best practice of the trade piping shown on the Drawings and as required to complete the intended installation. Make offsets as shown or required to place

piping in proper position to avoid other work and to allow the application of insulation and finish painting to the satisfaction of the Architect.

- C. The size and general arrangements, as well as the methods of connecting piping, valves, and equipment, shall be as indicated, or so as to meet the requirements of the Architect.
- D. Piping shall be erected so as to provide for the easy and noiseless passage of heating fluid under working conditions. Inverted eccentric reducing fittings shall be used whenever water pipes reduce in size.
- E. Install stop valves and unions to facilitate isolation and removal of equipment. Provide final connections for hydronic specialties furnished under other sections of the Specifications.
- F. Solder joints shall be made with non-lead solder. Clean surfaces to be soldered and use a paste flux. Wash joints with sodium bicarbonate and water to remove corrosive effects of heated solder paste. Hot wipe solder at each fitting.
- G. Pipe penetrations through walls, floors and ceilings shall be in accordance with Section 23 05 00 "Supplemental Mechanical General Requirements". Traverse points of piping shall be escutcheoned with split chrome floor and ceiling plates and spring anchors, where visible to occupancy.
- H. All vertical and horizontal penetrations through walls, floors and ceilings shall be sealed against air movement between spaces.

3.3 PIPE HANGERS

- A. Impact driven studs are not acceptable.
- B. Pipes (copper or steel) shall be supported at intervals and rod sizes as follows, double nuts on hangers and on beam clips.

Pipe Size	Hanger Intervals	Rod Sizes
1/2"	5'	3/8"
3/4"	6'	3/8"

- C. Verticals: Supported at the base and at intervals as follows by use of clamp hangers:

Copper Pipe and Tubing:

1-1/2" and larger - Not more than 12 ft.
1-1/4" and smaller - Not more than 6 ft.

- D. Provide welded steel saddles at each hanger on steel piping systems 4" and larger.

3.4 CLOSING IN WORK

- A. Cover up or enclose work after it has been properly and completely tested and reviewed.
- B. No additional cost to the Owner will be allowed for uncovering or recovering any work that is covered or enclosed prior to required test and review.

3.5 TEST AND ADJUST

- A. Piping Systems: Test with water to a pressure of 75 psi and hold for a period of two hours. Repair any leaks and retest the piping system; repeat process until systems are leak-free. Test piping before it is insulated.

- B. Before operating any system, flush the piping to remove oil and foreign materials.
- C. After the installation is complete and ready for operation, test the system under normal operating conditions in the presence of the Architect and demonstrate that the system functions as designed.
- D. Demonstrate that the HVAC systems have free and noiseless circulation of water, that all air has been purged and that systems are watertight.
- E. Correct defects which develop in operational testing, conduct additional testing until defect free operation is achieved.
- F. Provide balancing and adjusting of terminal devices in accordance with Specification Section 23 05 93.

3.6 CLEANUP AND CORROSION PREVENTION

- A. Piping and equipment shall be thoroughly cleaned. Dirt, dust, and debris shall be removed and the premises left in a clean and neat condition.
- B. Before covering is applied to piping systems, clips, rods, clevises and other hanger attachments, and before uncovered piping is permitted to be concealed, corrosion and rust shall be wire brushed and cleaned and in the case of iron products, a coat of approved protective paint applied to these surfaces. When corrosion is from the effects of hot solder paste, the areas shall be cleaned and polished and a wash of bicarbonate of soda and water used to neutralize the acid condition.

3.7 INSTRUCTIONS

- A. On completion of the project, instruct the Owner's representative in the care and operation of the system. The period of instruction shall be for not less than one 8 hour period. The time of instruction shall be arranged with the Owner. In addition to the prime Mechanical Contractor, the control system Contractor, Balancing Contractor, and Owner's representative shall be present and participate in the Owner's instruction.

3.8 FIRESTOPPING

- A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 23 05 00 - SUPPLEMENTAL MECHANICAL GENERAL REQUIREMENTS

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The General Conditions, Supplemental General Conditions and Instructions to Bidders shall apply to this work. Read these to be familiar with conditions related to the installation of the work.
- B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.2 WORK SHOWN ON DRAWINGS

- A. The drawings accompanying this specification, as a part thereof, are working drawings indicating the location and arrangement of the increments of the systems of this section of work. Material deviation from this arrangement, process or means of application, shall bear the Engineer's review stamp before the change is made on the job or materials are ordered. Changes made without such review shall be ordered removed and items installed as specified shall be provided at no additional expense to the Owner.
- B. The drawings are not intended to show in minute detail minor items of installation or materials such as specific fittings or findings.

1.3 MATERIALS AND LABOR

- A. Furnish materials and labor necessary to deliver to the Owner a complete and operable system installed in accordance with the contract documents.
- B. Materials shall be of the best quality. Workmanship shall be of highest grade and construction shall be done according to best practices of the trade.
- C. Provide, when required, labeled samples of material or equipment specified herein or proposed to be used in this work.
- D. Where words "furnish", "provide", or "install" are mentioned, either singly or in combination, these words are hereby interpreted to mean "furnish and install" or "provide and install", including materials complete with connections, supplemental devices, accessories and appurtenances, unless specifically otherwise noted. These words are likewise hereby interpreted as being prefixed to materials, equipment, and apparatus hereinafter mentioned, either in abbreviated or scheduled information or in the technical sections of the specifications.

1.4 EQUIPMENT INSTALLATION IN HEATING SEASON

- A. The system shall be installed such that the construction area will have sufficient heat to maintain temperature above 40°F throughout the construction period.
- B. Coordinate with section 01 50 00 Temporary Facilities.

1.5 COOPERATION BETWEEN TRADES

- A. Provide information sufficiently in advance of this work, so that work by the other trades may be coordinated and installed without delays. Furnish and locate sleeves, supports, anchors and necessary access panels.

- B. Where work is concealed, assure it does not project beyond finished lines of floors, ceilings, or walls.
- C. Equipment or piping requiring access found to be located above sheetrock ceilings shall be brought immediately to the attention of the Architect for resolution.

1.6 VISITING THE PREMISES

- A. Visit the premises and review the existing conditions, as applicable.

1.6 ORDINANCES, AUTHORITIES, PERMITS, AND FEES

- A. Obtain necessary permits and licenses, give notices and comply with laws, ordinances, rules, regulations or orders affecting the work, and pay fees and charges in connection therewith.
- B. The "authority having jurisdiction" is the organization, office, or individual responsible for "approving" equipment, an installation, or a procedure.

1.7 PROTECTION OF WORK AND MATERIALS

- A. Protect and care for materials delivered and work performed until the completion of the work. Defective equipment or equipment damaged in the course of storage, installation or test shall be replaced or repaired to the satisfaction of the Engineer at no additional cost to the Owner.

1.8 INSURANCE

- A. Purchase and maintain Public Liability and Property Insurance during the progress of the work and until completion and acceptance of the entire project by the Owner in the amounts as specified in the General Conditions.

1.9 APPLICABLE CODES

- A. Work and materials shall conform to the latest rules and regulations listed below and these rules and regulations hereby are made part of this specification. They include, but are not necessarily limited to the following:

American Society for Testing and Materials (ASTM)
Underwriters' Laboratories, Inc. (UL)
Air Moving and Conditioning Assoc. (AMCA)
American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE)
American Society of Mechanical Engineers (ASME)
National Electrical Manufacturers Association (NEMA)
Institute of Electrical and Electronics Engineers (IEEE)
American National Standards Institute (ANSI)
National Fire Protection Association (NFPA)
American Water Works Association (AWWA)
Local Fire Code
Local Plumbing Codes
American Welding Society
Maine Uniform Building and Energy Codes (MUBEC)

1.10 SHOP DRAWINGS

- A. Submit shop drawings, manufacturers' data and certificates for equipment, materials and finish, and pertinent details for each system where specified in each individual section, to be submitted to the Architect. Shop drawings will be returned "No Exceptions Taken", "Make Corrections Noted", "Amend and Resubmit", "Submit Specified Item", or "Rejected". Work shall progress in accordance with "Reviewed" shop drawings (ONLY).

- B. Shop drawings that are facsimiled, (FAX) produced, or photocopies of FAX documents will not be considered or reviewed. Only originals and or photocopied originals, or PDF files complying with this section will be considered. Submittals that include illegible pages will be rejected.
- C. Groups of similar shop drawings shall be submitted as individual bound documents with covers and indexes. Submittals shall be grouped by specification section and major paragraph number (ie 2.1, 2.2, 2.3, etc) in a separate submittal (file) and shall include all items under that paragraph. Submittals shall not include items from multiple major paragraphs and shall be rejected without review if they do (the exception to this is that Automatic Temperature Controls may be submitted as a single submittal, Automatic Fire Protection (sprinkler) may also be submitted as a single submittal.) Rejection of individual items shall not be cause for rejection of the entire document.
- D. Clearly indicate item(s) to be reviewed on each submission by **highlighting**, underlining or indicating with arrows, the intended item(s). All proposed options and accessories shall be clearly marked to identify what is to be provided. Submissions not clearly marked shall be returned "Amend and Resubmit".
- E. Shop drawings must bear the Engineer's review stamp. In the event that the Engineer returns shop drawings "Amend and Resubmit" or "Rejected", the shop drawing must be revised and resubmitted for review.
- F. Furnishing of the specified item must still produce the results and performance, dependability and quality reasonably to be expected within the spirit of the specifications, drawings, and the standard of good mechanical performance normal to the trade.
- G. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- H. Product Data: Submit data on product characteristics, performance criteria and limitations.
- I. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- J. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.11 SUBSTITUTIONS

- A. Where the specifications allow the substitution of a product, still this product is subject to review by the Engineer in accordance with the paragraph entitled "Shop Drawings". Review of a substitute item is an indication only that the substitute item is compatible with the specified item as a claim of the manufacturer. Insure dimensional propriety, performance, and quality of the substitute item.
- B. Reference in the specifications or on the drawings to any product, material, fixture, form or type of construction, by proprietary name, manufacturer, make or catalog number, establishes a standard of quality or design and is not meant to limit competition. Use any equivalent substitute provided favorable written review by the Engineer is first obtained. The (ONLY) notation in the specification is an exception to this and leaves no option.
- C. For materials or equipment which are supplied with integral or factory applied finish, the colors will be considered in evaluating substitutions.
- D. For the purpose of avoiding conflicts with other trades, contracts, and adjoining work where more than one (1) article, device, material, fixture, form or proprietary name, manufacturer, make or catalog number, the first named shall be used as the basis of design and details. The cost of any changes because of substituted item shall be borne by the Contractor requesting such change.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

3.1 EQUIPMENT SUPPORTS

- A. Furnish and install equipment supports for mechanical equipment as required. Supports shall be subject to review by the Engineer.

3.2 SLEEVES AND PREPARED OPENINGS

- A. Coordinate cutting, patching and setting of sleeves, frames, framing and lintels for openings with other trades. Sleeves shall be furnished by the Contractor. All penetrations through concrete shall be sleeved as required by IBC.
- B. Failure to give timely notice of and to locate openings and furnish sleeves shall cause no additional expense to the Owner.

3.3 CONNECTION TO EQUIPMENT

- A. Provide piping connections, supports, brackets, compensators or flexible connections to prevent application of excessive stresses to equipment.
- B. Equipment shall be installed with flanges or unions in such a manner as to permit disconnecting for removal of tubes, coils, elements and other equipment for inspection, service and repairs.

3.4 ACCESS TO EQUIPMENT

- A. The installation of work performed shall provide reasonable accessibility for operation, inspection, and maintenance of equipment and accessories. The Engineer shall determine the adequacy of such accessibility.

3.5 ACCESS PANELS

- A. Access panels shall be provided where indicated on the drawings and as required for access to fire dampers, smoke dampers, valves and other serviceable components.
- B. Access panels installed in fire-rated assemblies shall have the same fire rating as the assembly.

3.6 PAINTING OF EQUIPMENT

- A. Exposed ironwork, including steel supports and hangers in unfinished spaces, mechanical rooms, pits, and trenches shall be properly cleaned, prepared and painted with two (2) coats of black asphaltum varnish.

3.7 GUARDS

- A. Exposed moving and rotating elements of mechanical equipment items shall be protected with suitable guards for personnel protection. Guards shall be of rigid construction, firmly positioned. Holes shall be provided in guards at shaft centers to facilitate tachometer readings.

3.8 LUBRICATION

- A. Furnish and install grease fittings for points requiring lubrication. Furnish extension type fittings as required to provide easy access for maintenance lubrication.
- B. Furnish initial charges of lubricants for equipment. Lubricants shall be in conformance with the manufacturer's requirements and recommendations.

3.9 ELECTRIC MOTORS AND MOTOR CONTROLS

- A. Unless otherwise noted, motors, motor starters and other electrical accessories which are specified under Mechanical specifications shall be selected with characteristics as follows:
 - 1/2 Horsepower and less - 120 volt, 1 phase, 60 Hz.
 - 3/4 Horsepower and greater - 208 volt, 3 phase, 60 Hz.
- B. Motors shall be built in accordance with the latest applicable NEMA, IEEE and ANSI Standards. Motors shall be of the latest type and quality specified under individual items of equipment.
- C. Magnetic motor starters for mechanical items of equipment shall be furnished under Division 26 unless the starter is an integral part of a factory packaged item of equipment. Each starter furnished as an integral item of equipment shall be provided with overload heater elements. Starters shall have single phase protection or shall have relays installed to provide this feature. Starters shall be equipped with suitable step-down transformers to provide required control voltage.
- D. Motors shall have a minimum continuous duty service factor of 1.15. Minimum motor efficiency shall be:

<u>MOTOR HORSEPOWER</u>	<u>PERCENTAGE EFFICIENCY</u>		
	<u>(1200RPM)</u>	<u>(1800 RPM)</u>	<u>(3600 RPM)</u>
1,1-1/2,2,3	----	78.0	76.0
5	87.4	87.4	86.3
7.5	89.4	89.8	87.7
10	89.7	90.3	89.0

3.10 CLEANING OF SYSTEMS

- A. Piping systems shall be thoroughly cleaned and flushed prior to initial operation.
- B. Thoroughly clean exposed portions of the mechanical installation, removing labels and foreign substance.
- C. Furnish detergents, solvents, cleaning compounds, and tools required for cleaning operations.
- D. Keep the premises free from accumulation of waste material or rubbish and at the completion of the work, remove from the job site tools, scaffolding, surplus materials, and rubbish, leaving the work areas "broom" clean.

3.11 STARTING OF EQUIPMENT

- A. Testing or starting of equipment shall be done in collaboration with trades concerned to insure safe and proper operation of the equipment.
- B. Prior to starting equipment, provide lubrication at required points. Before starting any electrical or electric motor driven equipment, a check must be made to insure that proper heater coils are installed in the starters and that the equipment is rotating in the proper direction.

3.12 OPERATIONAL TESTING

- A. Operate systems until successful operation is demonstrated to the Engineer. This initial operation shall be in addition to the testing of the system and shall be done after the system is cleaned and finished.

3.13 RECORD DRAWINGS

- A. During construction, keep an accurate record of deviations to the installation of the work as indicated on the drawings. Upon completion of the work, furnish a copy of this record to the Engineer.
Submit record drawings before requesting final payment.

3.14 MANUFACTURER'S REPRESENTATIVE

- A. As indicated in the Technical Sections of this specification or as directed by the Engineer, provide the services of a factory trained Engineer or Technician to inspect, adjust, and place in proper operating condition the equipment or item involved. No additional compensation will be allowed for such service.

3.15 MANUFACTURER'S INSTRUCTIONS, OPERATION AND MAINTENANCE DATA

- A. Provide for each item of equipment or apparatus furnished, a complete set of printed instructions obtained from the manufacturer covering proper operation, maintenance, lubrication, cleaning, servicing, adjustment, and safety instructions.
- B. Manufacturer's data shall include performance data (curves are preferred where applicable) complete parts lists, recommended spare parts lists, piping, and wiring diagrams.
- C. Arrange data in complete sets, properly indexed and marked.
- D. Data shall include a complete set of shop drawings.
- E. Material shall first be submitted in preliminary form for review by the Engineer. After review, submit two (2) copies in bound volumes to the Engineer for distribution.

3.16 GUARANTEES

- A. An item becomes "defective" when it ceases to conform to the Contract Documents. Guarantees begin on the date of issuance of a certificate authorizing final payment or certificate of substantial completion with the Owner taking occupancy or beneficial use thereafter.
- B. Upon completion of the work and before applying for final payment, furnish a written guarantee, stating that the work complies with the provisions of codes listed herein and the local enforcing authorities, and that it will be free from defects of material and workmanship for not less than one (1) year. Guarantee shall further state that the Contractor will, at his own expense, repair or replace any of his material and work which may become defective during the time of guarantee, together with other work damaged as a consequence of such defects.
- C. Repeated malfunctioning or failure in service of any item or work of the system is sufficient cause for the Engineer to order the removal of the item, and its replacement with new item at the expense of the Contractor.

3.17 EXISTING UTILITIES AND EQUIPMENT

- A. The Contractor shall be responsible for correcting any damage to existing systems, components or utilities that are to remain in service.
- B. The Contractor shall visit the premises to become familiar with the existing conditions prior to submitting a bid. No additional compensation will be allowed for existing conditions that are readily apparent during a site visit.

3.18 FIRESTOPPING

A. Firestopping shall be performed in accordance with Specification Section 07 84 00 Firestopping. All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 23 05 93 - TESTING AND BALANCING AIR SYSTEMS

PART 1 GENERAL

1.1 DESCRIPTION

- A. The work covered by this section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required for testing and balancing the air systems.

1.2 RELATED DOCUMENTS

- A. The provisions of Section 23 05 00, "Supplemental Mechanical Requirements", apply to this section.
- B. Coordinate with Section 01 91 00 Commissioning.
- C. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- D. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.3 DEFINITIONS

- A. Adjust: To regulate the specified fluid flow rate and air patterns at the terminal equipment, (e.g., reduce fan speed, throttling).
- B. Balance: To proportion flows within the distribution system (submains, branches and terminals) in accordance with specified design quantities.
- C. Procedure: Standardize approach and execution of sequence of work operations to yield reproducible results.
- D. Report Forms: Test data sheets arranged for collection of test data in logical order to submission and review. This data should also form the permanent record which shall be used as the basis for any future testing, adjusting, and balancing required.
- E. Test: To determine quantitative performance of equipment.

1.4 SUBMITTALS: Submit the following:

- A. Standards Compliance:

Testing Agency
Testing Agency Personnel
Professional Engineers
Instrument Calibration

- B. Section 01330 - Submittal Procedures: Submittal procedures.
- C. Product Data: Submit data on product characteristics, performance criteria and limitations.
- D. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- E. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.5 TESTING AND BALANCING AGENCY

- A. Air Systems Testing and Balancing: Upon completion of the installation and field testing, performance test and adjust the supply, return, make-up, and exhaust air systems, and heating water systems to provide the air volume and water flow quantities indicated. Accomplish work in accordance with the agenda and procedures specified and AABC 71679 and standards of the NEBB. Correct air and water system performance deficiencies disclosed by the test before balancing the systems.
- B. Agency Qualifications: Obtain the services of a qualified testing organization to perform the testing and balancing work as herein specified. Prior to commencing work under this section of the specifications, the testing organization shall have been reviewed by the Architect and Engineer. The criteria for determining qualifications shall be membership in the AABC, or certification by the NEBB, or the testing organization shall have submitted proof to satisfy the Architect and Engineer that the organization meets or exceeds the technical standards for membership of the AABC as published in the AABC 71679. The testing organization shall be independent of both the installing contractors and equipment suppliers for this project.

1.6 AGENDA

- A. Preliminary Report: Review drawings and specifications prior to installation of any of the affected system. Submit a written report to the Architect indicating any deficiencies in the system that would preclude the proper adjusting, balancing, and testing of the systems.

1.7 PROCEDURES, GENERAL

- A. Requirements: Adjust systems and components thereof that perform as required by drawings and specifications.
- B. Test Duration: Operating tests of heating and cooling coils, fans and other equipment shall be of not less than 4 hours duration, after stabilized operating conditions have been established. Capacities shall be based on temperatures and air and water quantities measured during such tests.
- C. Instrumentation: Method of application of instrumentation shall be in accordance with the manufacturer's instructions. Furnish personnel, instruments, and equipment for tests specified herein.
- D. Accuracy of Instruments: Instruments used for measurements shall be accurate. Provide calibration histories for each instrument for examination. Calibrate each test instrument by an reviewed laboratory or by the manufacturer. The Architect has the right to request instrument recalibration, or the use of other instruments and test methodology, where accuracy of readings is questionable.
- E. Accuracy of Thermometers: Plus or minus one graduation at the temperatures to be measured. Graduations shall conform with the following schedule:

Medium	Design Temperature Differential (°F)	Maximum Graduation (°F)
Air	10 or less	1/2
Air	over 10	1

- F. Flow Rate Tolerance: Values are based on discussion in ASHRAE "HVAC Applications", Chapter 34. Air filter resistance during tests, artificially imposed if necessary, shall be 80 percent of final values.
 - 1. Air Handling Unit CFM: Minus 0 percent to plus 10 percent.
 - 2. Other Fans: Minus 0 percent to plus 10 percent.

3. Air Terminal Units (VAV Boxes): Minus 5 percent to plus 10 percent.
4. Minimum Outside Air (for manually set dampers): Minus 0 percent to plus 10 percent.
5. Individual Room Air Outlets and Inlets, and Air Flow Rates Not mentioned Above: Minus 0 percent to plus 10 percent.

PART 2 PRODUCTS

NOT USED

PART 3 EXECUTION

3.1 AIR SYSTEM PROCEDURES

- A. Adjustments: Adjust air handling systems to provide the required design air quantity to, or through, each component. Conduct adjusting and balancing of systems during periods of the year approximating maximum seasonal operation.
- B. Balance: Use flow adjusting (volume control) devices to balance air quantities only; i.e., proportion flow between various terminals comprising system, and only to the extent that their adjustments do not create objectionable air motion or sound, i.e., in excess of specified limits.
- C. Balancing Between Runs (submains, branch mains, and branches): Use flow regulating devices at, or in, the divided - flow fitting. Minimize restriction imposed by flow regulating devices in or at terminals.
- D. Final Measurements of Air Quantity: Make final measurements of air quantity, after the air terminal has been adjusted to provide the optimum air patterns of diffusion.
- E. Fan Adjustment: Total air system quantities, generally, shall be varied by adjustment of fan speeds, or axial-flow fan wheel blade pitch. For systems with direct-connected fans (without adjustable pitch blades), damper restrictions of a system's total flow or variable speed rheostats shall be adjusted as appropriate.
- F. Air Measurement:
 1. Pitot Tube: Except as specifically indicated herein, make pitot tube traverses of each duct to measure air flow therein. Pitot tubes, associated instruments, traverses, and techniques shall conform with the ASHRAE Handbook Fundamentals.
 2. Pitot Tube Traverse: Pitot-tube traverse may be omitted if the duct serves only a single room or space and its design volume is less than 2000 cfm. In lieu of Pitot-tube traverse, determine air flow in the duct by totalling volume of individual terminals served, measured as described herein.
 3. Measurements of Air Quantity: Where duct's design velocity and air quantity are both less than 1000 (fpm/cfm), air quantity may be determined by measurements at terminals served.
- G. Air Terminal Balancing: Measurement of flow rates by means of velocity meters applied to individual terminals, with or without cones or other adapters, shall be used only for balancing.

3.2 CERTIFIED REPORTS

- A. Submittal: Submit three copies of the reports described herein, covering air system performance, air motion (fpm), to the Architect prior to final tests and inspection.
- B. Instrument Records: Include types, serial numbers, and dates calibration of instruments.

- C. Reports: Reports shall identify conspicuous items not conforming to contract requirements, or obvious maloperation and deficiencies.
- D. Certification: The reports shall be certified by an independent Registered Professional Engineer who is versed in the field of air and water balancing and who is not affiliated with any firm involved in the design or construction phases of the project.

3.3 AIR SYSTEM DATA

- A. Report: The certified report shall include for each air-handling system the data listed below:

1. Equipment (fan or factory fabricated station unit):
 - a. Installation Data:
 - 1) Manufacturer and Model
 - 2) Size
 - 3) Arrangement, Discharge, and Class
 - 4) Motor H.P., Voltage, Phase, Cycles, and Full Load Amps.
 - 5) Location and Local Identification Data
 - b. Design Data: Data listed in schedules on drawings and specifications.
 - c. Fan Recorded (Test) Data
 - 1) C.F.M.
 - 2) Static Pressure
 - 3) R.P.M.
 - 4) Motor Operating Amps.
 - 5) Motor Operating B.H.P.
2. Duct Systems:
 - a. Duct Air Quantities (Maximum and Minimum) - Main, Submains, Branches, Outdoor (Outside) Air, Total-Air, and Exhaust
 - 1) Duct size(s)
 - 2) Number of Pitot-tube (Pressure) Measurements
 - 3) Sum of Velocity Measurement, excluding pressure measurements
 - 4) Average Velocity
 - 5) Recorded (Test) C.F.M.
 - 6) Design C.F.M.
 - b. Individual Air Terminals:
 - 1) Terminal Identification (Supply or Exhaust, Location and Number Designation)
 - 2) Type Size, Manufacturer, and Catalog Identification
 - 3) Design and Recorded Quantities - C.F.M.
 - 4) Deflector Vane or Diffusion Cone Settings
 - 5) Applicable Factor for Application, Velocity, Area
 - 6) Design and Recorded Velocities - F.P.M. (State "core" "inlet," as applicable)

3.4 FINAL TESTS, REVIEW, AND ACCEPTANCE

- A. Capacity and Performance Tests: Make tests to demonstrate that capacities and general performance of air and water systems comply with contract requirements.

- B. Final Inspection: At the time of final review, recheck, in the presence of the Engineer, random selections of data water and air quantities and air motion recorded in the certified report.
- C. Points and Areas for Recheck: As selected by the Architect.
- D. Measurement and Test Procedures: As reviewed for work forming basis of certified report.
- E. Selections for Recheck (specific plus random): In general, selections for recheck will not exceed 25 percent of the total number tabulated in the report.
- F. Retests: If random tests elicit a measured flow deviation of ten percent or more from, or a sound level of 2 Db or more greater than that recorded in the certified report listings, at ten percent or more of the rechecked selections, the report shall be automatically rejected. In the event the report is rejected, systems shall be readjusted and tested, new data recorded, new certified reports submitted, and new inspection tests made.
- G. Marking of Settings: Following final acceptance of certified reports by the Architect, the settings of valves, dampers, and other adjustment devices shall be permanently marked, so that adjustment can be restored if disturbed at any time. Do not mark devices until after final review.

* END OF SECTION *

SECTION 23 07 00 – INSULATION

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The drawings and the specifications including Section 23 05 00 “Supplemental General Mechanical Conditions” are hereby made a part of the work of this section.
- B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.2 DESCRIPTION

- A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required to insulate the heating, ventilating, air conditioning, and plumbing systems.

1.3 SUBMITTALS

- A. Substitutions: Your attention is directed to Section 23 05 00-"Substitutions", relative to competition and the (ONLY) notation. Familiarity with this section shall be achieved before reading the PRODUCTS section of this specification.
- B. The items for which the submittals paragraph in Section 23 05 00, Supplemental General Mechanical Requirements, apply are as follows:
 - 1. Piping insulation.
 - 2. Duct insulation.
 - 3. Equipment insulation.
 - 4. Insulation application schedule.
 - 5. Vapor barrier coating.
- C. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- D. Product Data: Submit data on product characteristics, performance criteria and limitations.
- E. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- F. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

1.4 DEFINITIONS

- A. Finished Spaces: Spaces other than furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawl spaces, and tunnels, unless specifically listed below as an unfinished space.
- B. Unfinished Spaces: Mech/Elect Rooms and attic.
- C. Unconditioned Spaces: Spaces exposed to near outside ambient temperatures (attic) and spaces not air conditioned.
- D. Outside: Areas beyond the exterior side of walls or above the roof, unexcavated spaces, and crawl spaces.

- E. Concealed: Not visible in finished or unfinished spaces. For example, above ceilings, below floors, between double walls, furred-in areas, pipe and duct shafts, and similar spaces.
- F. Exposed: Visible from a finished or unfinished space.

1.5 MANUFACTURER'S STAMP OR LABEL

- A. Packages or standard containers of insulation, jackets, cements, adhesives, and coatings delivered to the project site for use must have the manufacturer's stamp or label attached giving name of manufacturer, brand, and description of material. Insulation shall be asbestos-free.

1.6 FLAME SPREAD AND SMOKE DEVELOPED RATINGS

- A. Materials shall have a flame-spread rating of not more than 25 and a smoke developed rating of not more than 50 when tested in accordance with NFPA 255, ASTM E84, or UL 723.
- B. Provide materials with flame resistant treatments not subject to deterioration due to aging, moisture, high humidity, oxygen, ozone, or heat.
- C. Materials Exempt from Fire-Resistant Rating: Nylon anchors for securing insulation to ducts or equipment.

PART 2 PRODUCTS

2.1 PIPING INSULATION

- A. Fiberglass: Heavy density preformed fiberglass with thermal conductivity of 0.29 Btu-in/hr-ft²-°F at 150°F mean temperature. Insulation shall conform to ASTM C547 Class I and shall be suitable for 450°F service. Fitting insulation shall be of same material used for pipe.
 - 1. Insulation Jacket: All service (ASJ) type conforming to Fed. Spec. HH-B-100B Type I. Jacket permeability shall not exceed 0.02 perms (ASTM E96). Pipe fitting jacket shall be factory premolded, one-piece, PVC covers with pressure sensitive taped joints. Jackets in exposed locations shall have a white surface suitable for field painting. Provide vapor barrier as required by service.
- B. Flexible Unicellular: Flexible unicellular with thermal conductivity of 0.27 Btu-in/hr-ft²-°F at 75°F mean temperature. Insulation shall conform to ASTM C534, Type I, Tubular and shall be suitable for 200°F service. Fitting insulation shall be of same material used for pipe. Permeability shall not exceed 0.10 perms (ASTM E96). Insulation adhesive shall conform to Mil. Spec. MIL-A-24179A, Type II, Class 1.
- C. Fittings, Flanges, and Valves: Provide insulation for fittings, flanges, and valves premolded, precut, or job fabricated of the same thickness and conductivity as used on adjacent piping.
- D. Insulation Kit: Insulate exposed supply and waste piping at handicapped accessible sinks with fully molded insulation kit. McGuire Products ProWrap, 3/16" thick closed vinyl with anti-microbial additive, 1.02 Btu-in/hr-F²-°F thermal conductivity, white color.
- E. Exposed exterior pipe insulation shall have a glossy white PVC jacket with solvent welded seams and joints for a weathertight installation. Insulated and Heat-traced exposed above grade piping located in the unheated Garage Areas shall be jacketed. Exposed insulated piping located in public areas, e.g. the Trash Room within 7'-0" of the finished floor shall be jacketed.

2.2 EQUIPMENT INSULATION

- A. Fiberglass (Hot Equipment): Semi-rigid fiberglass board conforming to Fed. Spec. HH-I-558B, Form B, Type I. Thermal conductivity shall be 0.32 Btu-in/hr-ft²-°F at 150°F mean temperature (ASTM C177),

insulation shall be suitable for 650°F service. Insulation jacket shall be "all service" type conforming to Fed. Spec. HH-I-100B Type I or II. Jacket permeability shall not exceed 0.02 perms (ASTM E96).

B. Flexible Unicellular (Cold Equipment): Flexible unicellular with thermal conductivity of 0.27 Btu-in/hr-ft²-°F at 75°F mean temperature. Insulation shall conform to ASTM C534, Type II, sheet and shall be suitable for 200°F service. Permeability shall not exceed 0.10 perms (ASTM E96). Insulation adhesive shall conform to Mil. Spec. MIL-A-24179A, Type II, Class 1.

2.3 DUCT INSULATION

A. Fiberglass (Ductwrap): Fiberglass duct wrap with foil-scrim-kraft facing/vapor barrier, 1.0 lb/cu.ft. density (0.75 lb/cu.ft. for 3" thickness only), 0.29 Btu-in/hr-ft2-°F conductivity at 75°F mean temperature, 0.05 permeance rating. Insulation shall meet the requirements of NFPA 90A & B and shall be UL rated. Provide foil-scrim-kraft (FSK) tape.

B. Fiberglass (Ductboard): Fiberglass insulation board with foil-scrim-kraft facing/vapor barrier, 3.0 lb./CF density, 0.25 Btu-in/hr-ft²-°F conductivity at 75°F mean temperature, 0.05 permeance rating. Insulation shall meet the requirements of NFPA 90A and B and shall be UL rated. Provide foil-scrim-kraft (FSK) tape.

2.4 VAPOR BARRIER COATING

A. Raw (cut) ends of fiberglass pipe insulation shall be finished (protected) with the application of a suitable vapor barrier coating or finishing cement (mastic) to maintain the continuous visual and functional integrity of the insulation jacket. Mastic shall be Childers "Chil-Perm" CP-30, elastomeric resin, or approved equal, applied in accordance with the manufacturer's recommendations.

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

A. Inspection:

1. Prior to work of this Section, carefully inspect the installed work of other trades and verify that such work is complete to the point where this installation may properly commence.
2. Verify that the insulation systems may be installed in accordance with pertinent codes and regulations and the reviewed Submittals.

3.2 GENERAL

A. Insulate after system tests have been completed and surfaces to be insulated have been cleaned of dirt, rust, and scale and are dry.

B. Install insulation with jackets drawn tight and cement down longitudinal and end laps. Do not use scrap pieces where a full length section will fit. Insulation shall be continuous through sleeves, wall and ceiling openings, except at fire dampers in duct systems and pipe penetrations through fire rated assemblies. Extend surface finishes to protect ends, and raw edges of insulation. Apply coatings and adhesives at the manufacturer's recommended coverage per gallon. Individually insulate piping and ductwork. Keep insulation dry during the application of the finish. Bevel and seal the edges of exposed insulation.

C. Unless otherwise indicated, do not insulate the following:

1. Factory pre-insulated flexible ductwork.
2. Factory pre-insulated ductwork, plenums, casings, mixing boxes, and filter boxes.
3. Chrome plated pipes and fire protection pipes.
4. Vibration isolating connections

5. Adjacent insulation
6. ASME stamps, nameplates, access plates
7. Ductwork exposed to view in a normally occupied space.
8. Unions and flanges at equipment required for frequent service.

3.3 PIPING INSULATION

- A. Pipe Insulation (Fiberglass): Place sections of insulation around the pipe and joints, tightly butt into place. Draw jacket laps tight and smooth. Secure jacket with fire resistant adhesive, or factory applied self sealing lap. Cover circumferential joints with butt strips, not less than 3-inches wide, of material identical to the jacket material. Overlap longitudinal laps of jacket material not less than 1-1/2 inches. Adhesive used to secure the butt strip shall be the same as used to secure the jacket laps. Exposed fiberglass shall be coated with vapor barrier coating.
- B. Flanges, Unions, Valves and Fittings Insulation (Fiberglass): Factory fabricated removable and reusable insulation covers. Place factory pre-molded, pre-cut or field-fabricated segmented insulation of the same thickness and conductivity as the adjoining pipe insulation around the flange, union, valve, and fitting abutting the adjoining pipe insulation. Install factory premolded one-piece PVC fitting covers over the insulation and secure by stapling or with metal or plastic tacks made for securing PVC fitting covers and secure with PVC vapor barrier tape.
- C. Pipe Insulation (Flexible Unicellular): Bond cuts, butt joints, ends, and longitudinal joints with adhesive. Miter 90-degree turns and elbows, tees, and valve insulation. Insulate flanges, unions, valves, and fittings.
- D. Where penetrating roofs and exterior walls, insulate piping to a point flush with the underside of the deck or wall and seal with a vapor barrier coating.
- E. Hangers and Anchors: Pipe insulation shall be continuous through pipe hangers. Where pipe is supported by the insulation, provide MSS SP-58, Type 40 galvanized steel shields (16 gage maximum). For fiberglass insulation systems on pipe sizes 2 inches through 3", provide insulation inserts at points of hangers and supports. Insulation inserts shall be of molded glass fiber (minimum 12 pcf). Insulation inserts shall cover the bottom half of the pipe circumference, 180 degrees, and be not less than 4" long. Vapor-barrier facing of the insert shall be of the same material as the facing on the adjacent insulation. Seal inserts into the insulation. Insulation inserts for pipe sizes 4" and larger shall be welded pipe saddles. Install insulation in void area of saddle of same material used on adjacent insulation. For pipe sizes 2" and smaller, insulation inserts for flexible unicellular insulation systems shall be wooden doweling set on end of length equal to insulation thickness. Seal dowel to insulation with adhesive.
- F. PVC or Metal Jackets: Provide over insulation where subject to abuse. Machine cut jacket to smooth edge of circumferential joints. Overlap metal jacket not less than 2 inches at longitudinal and circumferential joints and secure with metal bands at not more than 9 inch centers. Overlap longitudinal joints down to shed water. Seal circumferential joints with a coating recommended by insulation manufacturer for weatherproofing. Solvent weld PVC jacket system to provide continuous watertight seal.

3.4 DUCT INSULATION

- A. Rigid Insulation: Secure rigid insulation by impaling over pins or anchors located not more than 3 inches from joint edges of boards, spaced not more than 12 inches on centers and secure with washers and clips. Spot weld anchor pins or attach with a waterproof adhesive especially designed for use on metal surfaces. Each pin or anchor shall be capable of supporting a 20-pound load. Cut off protruding ends of pins. After installing washers, provide foil-scrim-kraft (FSK) tape to seal break in vapor barrier, tape shall extend 1" minimum around pin. Apply insulation with joints tightly butted. Bevel insulation around name plates and access plates and doors. Seal joints with FSK tape. Provide additional adhesive or staples to assist tape adhesion in difficult applications.

B. Flexible Blanket Insulation: Apply insulation with joints tightly butted. Staple laps of jacket with outward clinching staples and seal with foil scrim kraft (FSK) tape. Sagging of flexible duct insulation shall not be permitted. For ductwork over 24-inches wide on horizontal duct runs, provide pins, washers and clips. Install speed washers with pins and pin trimmed to washer. Cut off protruding ends of pins after clips are secured. Seal with FSK tape, extend tape 1" minimum around pin. Use pins on sides of vertical ductwork being insulated. Space pins and clips on 18 inch centers and not more than 18 inches from duct corners. Carry insulation over standing seams and trapeze-type hangers.

3.5 EQUIPMENT INSULATION

A. General Procedures: Apply equipment insulation suitable for temperature and service to fit as closely as possible to equipment. Join sections of insulation with adhesive. Bevel insulation around name plates, ASME Stamp, and access plates. For insulation on equipment that must be opened periodically for inspection, cleaning, or repair, construct insulation to be removable and replaceable without damage. Provide vapor barrier seal at joints and seams for "cold" equipment.

B. Heating Equipment: Provide semi-rigid mineral fiber board insulation. Seal longitudinal and lateral seams with FSK tape. Bond cuts, ends, and mitered sections with adhesive. Provide a vinyl-acrylic mastic coating on exposed fiberglass ends.

C. Cold Equipment: Provide flexible unicellular sheet insulation, bond cuts, butt joints, longitudinal joints and ends with vapor barrier adhesive. Vapor seal exposed edges to equipment.

3.6 INSULATION APPLICATION SCHEDULE

<u>SERVICE</u>	<u>THICKNESS</u>	<u>MATERIAL/JACKET</u>
PIPING (including PEX tubing):		
Domestic Cold Water Piping		
PEX branches	1/2"	Fiberglass w/ASJ or Flexible Unicellular
1-1/2" and smaller	3/4"	Fiberglass w/ASJ or Flexible Unicellular
<u>SERVICE</u>	<u>THICKNESS</u>	<u>MATERIAL/JACKET</u>
Domestic Hot Water Piping and Domestic Hot Water Recirculation Piping		
3/4" and smaller	3/4"	Fiberglass w/ASJ or Flexible Unicellular
Water and Drain Piping Under Handicap Accessible Fixtures		Insulation Kit
Condensate Drain Piping	1/2"	Flexible Unicellular
Refrigerant Suction/Liquid Piping	3/4"	Flexible Unicellular (w/ PVC jacket outdoors)
DUCTWORK:		
ERV Ductwork Interior Between ERV and spaces served	2.2", R6	Ductwrap, FSK

ERV Ductwork Interior
Between louver and ERV

3", R8

Ductwrap, FSK

EQUIPMENT:

N/A

3.7 FIELD INSPECTION

A. Visually inspect to ensure that materials used conform to specifications. Inspect installations progressively for compliance with requirements.

3.8 FIRESTOPPING

A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping & Smoke Seals". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 23 30 00 - DUCTWORK AND ACCESSORIES

PART 1 GENERAL

1.1 RELATED DOCUMENTS

- A. The drawings and the specifications including Section 23 05 00 "Supplemental Mechanical General Requirements" are hereby made a part of the work of this section.
- B. Drawings and general provisions of Contract including General and Supplementary Conditions and all Division 1 specification sections.
- C. Provision of waste management: Section 01 74 19, Construction Waste Management and Disposal.

1.2 DESCRIPTION OF WORK

- A. The work covered by this Section of the specifications includes the furnishing of labor, materials, equipment, transportation, permits, inspections and incidentals and the performing of operations required to install the ductwork systems indicated.

1.3 SUBMITTALS

- A. Substitutions: Your attention is directed to Section 23 05 00-"Substitutions", relative to competition and the (ONLY) notation. Familiarity with this section should be achieved before reading the PRODUCTS section of this specification.
- B. The items for which the submittals paragraph in Section 23 05 00, Supplemental General Mechanical Requirements, apply are as follows:
 - 1. Ductwork.
 - 2. Ductwork accessories.
 - 3. Air devices.
 - 4. Firestopping materials and methods.
 - 5. Louvers and dampers.
 - 6. Ductwork sealing products.
- C. Section 01 33 00 - Submittal Procedures: Submittal procedures.
- D. Product Data: Submit data on product characteristics, performance criteria and limitations.
- E. Manufacturer's Installation Instructions: Submit procedure for preparation and installation.
- F. Manufacturer's Certificate: Certify products meet or exceed specified requirements.

PART 2 PRODUCTS

2.1 DUCTWORK

- A. Classification of Ductwork: Low pressure ductwork: up to 2" W.G. static pressure.
- B. Materials: Unless otherwise indicated low pressure ductwork shall be galvanized steel. Galvanized sheet metal shall be new galvanized steel sheets of lock forming quality with zinc coating that will not flake or peel under forming operation.

C. Construction for Low Pressure Round and Rectangular Ductwork:

1. Material: Galvanized steel conforming to ASTM A527, weight of galvanized coating shall be not less than 1-1/4 ounces total for both sides of one sq.ft. of a sheet. Construction, metal gage, and reinforcements shall conform with SMACNA "Duct Construction Standards" and NFPA 90A for 2" W.G. pressure class.
2. Fittings: Shall be constructed in accordance with SMACNA Standards and shall be of the types indicated (ONLY).
3. Longitudinal joints shall be Pittsburgh lockseam (ONLY). Button punch snap locks are not acceptable.
4. Joints shall be sealed to SMACNA seal class B.

2.2 DUCTWORK ACCESSORIES

- A. Access Doors: Ruskin Model ADC2, 12"x12" size, 24 gauge galvanized steel, steel on both sides of door, foam gasket seals, 1" insulation, 2 cam locks, no hinge.
- B. Counter Balanced Dampers (CBD): Aluminum frame and blades, extruded vinyl edge seals, 2-1/4" deep, set 0.06" WG.
- C. Backdraft Dampers (BDD): Ruskin Model CBD2 or American Warming and Ventilating aluminum frame and blades, extruded vinyl edge seals, field set at 0.10" W.G. pressure differential for full open operation.
- D. Flexible Duct Connections: Ventfabrics, Inc. neoprene coated glass fabric.
- E. Turning Vanes: (Low Pressure):
 1. Solid blade, mounted with the long edge down stream in accordance with duct construction details indicated. Submit a 12"x12" sample elbow for review prior to fabrication.
- F. Volume Dampers (where not required to be automatic):
 1. Factory fabricated as specified, or shop fabricated in accordance with SMACNA "HVAC Duct Construction Standards".
 2. Rectangular: Ruskin Model MD-35, or American Warming and Ventilating, 12 gauge galvanized steel, locking quadrant, opposed blade over 11", single blade 11" and under.
 3. Round: Ruskin Model MDRS25, or American Warming and Ventilating, 20 gauge galvanized steel with locking quadrant(ONLY). Dampers may be provided integral with spin-in fittings.
- G. Flexible Ductwork: Flexible ductwork is prohibited from use on this project.
- H. Joint Sealer:
 1. Hardcast Two-Part II DT tape with RTA-50 indoor/outdoor activator.
 2. Hardcast Duct-Seal 321 water based indoor/outdoor sealant.
- I. Louvers (L): Ruskin Model ELF6375DX, Greenheck, or American Warming and Ventilating. Extruded aluminum construction, 0.081" thick, aluminum extrusions, drainable blade, 1/2" expanded metal bird screen, size and performance as scheduled. AMCA certified leakage rate shall be a maximum of 0.02 ounces of water per square foot of free area at 1000 FPM free area velocity. Provide Kynar 500 finish, color selected by Architect. Provide frame styles compatible with building construction, see architectural

details. Provide concealed architectural or standard visible mullions in multi-panel louver assemblies as indicated on the drawings. Inactive / blanked-off louvers shall have a double wall sheetmetal closure on the interior face of the louver. The closure shall have a 2" thickness of 1.5pcf rigid fiberglass board insulation with a foil face. Both sides of the sheetmetal shall be painted flat black.

J. Ceiling Radiation Dampers: Ruskin CFD series or Greenheck CRD-1LP series, UL rated for 1-1/2 hours with 165°F fusible link. Furnish with integral volume control option and thermal blanket for acoustical tile ceilings and where required. Ceiling Radiation Dampers shall comply with UL "Standard for Safety 555.

2.3 AIR DEVICES (Krueger, Price, MetalAire, Titus, Seiho, Air Concepts, Fantech) ONLY

- A. Material and Finishes: Construct diffusers, registers, and grilles of aluminum. Exterior and exposed edges shall be rolled, or otherwise stiffened and rounded. Steel parts shall be factory zinc-phosphate treated prior to priming and painting or have a baked-on enamel finish. Aluminum parts shall be finish painted. Provide frame style compatible with ceiling or wall type. Colors shall be selected by Architect. Devices to be installed on exposed duct installations shall be furnished in primer suitable for field application of color coat.
- B. Sound Pressure Level: Manufacturer certified sound pressure level rating of inlets and outlets in accordance with ADC 1062 R4. Conform with the permissible room sound pressure level for each device as scheduled.
- C. Throw: Defined as distance from the diffuser, register, or grille to the point which the resultant room air velocity is 50 to 35 feet per minute.
- D. Ceiling Diffusers: Equip with core styles required to provide air distribution pattern indicated. Internal parts shall be removable through the diffuser-neck for access to the duct and without the use of special tools. Construct each diffuser of four or more concentric elements designed to deliver air in a generally horizontal direction. The interior elements of square and rectangular ceiling diffusers may be square or rectangular as manufacturer's standard. Screws or bolts in exposed face of frames or core elements are not acceptable. Diffusers shall have an opposed blade volume damper in the diffuser neck. Diffusers shall have a 24"x24" lay-in panel for areas with acoustical ceilings and surface-mount frame for GWB ceilings. Provide Ceiling Radiation Dampers (CRD) where indicated and required.
- E. Grilles and Registers: Construction and finish to match the scheduled model with regard to blade spacing and type. Registers shall have opposed-blade volume dampers with screwdriver adjuster. Unless otherwise indicated, registers shall be provided.
- F. General: The interior of all sheetmetal connections to grilles, registers and diffusers shall be painted with a non-specular flat black paint so that no sheetmetal surfaces are visible from the finished space.

PART 3 EXECUTION

3.1 SURFACE CONDITIONS

- A. Inspection:
 1. Prior to work of this Section, carefully inspect the installed work of other trades and verify that such work is complete to the point where this installation may properly commence.
 2. Verify that the duct systems may be installed in accordance with pertinent codes and regulations and the reviewed Submittals.

3.2 INSTALLATION OF DUCTWORK AND AIR DEVICES

- A. Provide and erect in accordance with the best practice of the trade ductwork shown on the drawings and as required to complete the intended installation. Make offsets as shown or required to place ductwork in proper position to avoid conflicts with other work and to allow the application of insulation and finish

painting to the satisfaction of the Architect. Sizes given are "inside - clear" dimensions and not necessarily that of sheet metal. Ducts shall be arranged to adjust to "field conditions". The Sheet Metal trades shall coordinate his work with other trades. Work shall conform to ASHRAE duct construction recommendations, SMACNA "Duct Construction Standards", NFPA, and the requirements of IBC.

- B. Joint Sealing: See PRODUCTS section.
- C. Longitudinal joints: See PRODUCTS section.
- D. Turns shall be made with long radius elbows or, if physically impossible to use long radius elbows, shall be square turns with specified turning vanes. CAUTION: Turns not conforming to this requirement shall be ordered removed and replaced with properly built turns.
- E. Access Doors: Provide access doors for concealed apparatus requiring service and inspection in the duct system including but not limited to dampers, sensors and motors, and upstream and downstream from duct coils.
- F. Duct Sleeves and Prepared Openings: Install duct sleeves and prepared openings for duct mains, duct branches, and ducts passing through walls, roofs, and ceilings. Insure the proper size and location of sleeves and prepared openings. Allow one-inch clearance between duct and sleeve or one-inch clearance between insulation and sleeve for insulated ducts, except at grilles, registers, and diffusers.
- G. Duct Supports: Unless otherwise indicated, provide one-inch wide by 16 gage galvanized steel sheet metal strips on each side of ducts. Anchor risers in the center of the vertical run to allow ends or riser free vertical movements. Attach supports only to structural framing members. Do not anchor supports to metal decking unless a means is provided (architectural review required) for preventing the anchors from puncturing the metal decking. Where supports are required between structural framing members, provide suitable intermediate metal framing. Where C clamps are used, use retainer clips.
- H. Flexible Collars and Connections: Provide flexible collars between fans and ducts or casings and where ducts are of dissimilar metals, as indicated or required. For round ducts, securely fasten flexible connections using stainless steel clinch-type draw-band. Nylon drawbands may be used if installed using the drawband manufacturer's lever-action tightening tool. For rectangular ducts, lock flexible connections to metal collars.
- I. Any deviation in the duct system must be submitted as a shop drawing and stamped. CAUTION: Any deviation not submitted and favorably reviewed will be ordered removed from the system and replaced with that which is shown on the Drawings.
- J. Discrepancies between actual field conditions and the Contract Documents shall be brought to the attention of the Architect prior to fabrication.
- K. Field Changes to Ductwork: Field changes of ducts such as those required to suit the sizes of factory-fabricated equipment actually furnished shall be designed to minimize expansion and contraction. Use 4:1 transitions in field changes as well as modifications to connecting ducts.
- L. Transitions with a slope greater than 4 to 1 shall be ordered removed from the system and replaced with a transition which meets this criteria.
- M. Joints and seams at intake and exhaust plenums and joints on intake and exhaust ductwork for a distance of 3 feet from the plenum shall be sealed watertight on the bottom and side joints and seams.
- N. Isolation dampers at intake and exhaust louvers and vent hoods shall be sealed to the ductwork to provide an airtight assembly with similar performance characteristics to the isolation damper.

3.3 CLOSING IN WORK

- A. Cover up or enclose work after it has been properly and completely tested and reviewed.

B. No additional cost to the Owner will be allowed for uncovering or recovering any work that is covered or enclosed prior to required test and review.

3.4 TEST AND ADJUST

- A. Before operating any system, the system shall be cleaned out to remove dust and foreign materials.
- B. After the installation is complete and ready for operation, test the system under normal operating conditions in the presence of the Architect and demonstrate that the system functions as designed.
- C. Correct defects which develop during the test period, conduct additional testing until defect free operation is achieved.

3.5 CLEANUP AND CORROSION PREVENTION

- A. Ductwork and equipment shall be thoroughly cleaned. Dirt, dust, and debris shall be removed and the premises left in a clean and neat condition.
- B. Before covering is applied to duct systems, clips, rods, clevises and other hanger attachments, and before uncovered piping is permitted to be concealed, corrosion and rust shall be wire brushed and cleaned and in the case of iron products, a coat of approved protective paint applied to these surfaces.

3.6 INSTRUCTIONS

- A. On completion of the project, instruct the Owner's representative in the care and operation of the system. The total period of instruction shall not exceed four (4) hours. The time of instruction shall be arranged with the Owner. In addition to the prime Mechanical Contractor, the control system Contractor, Balancing Contractor, and Owner's representative shall be present and participate in the Owner's instruction.

3.7 FIRESTOPPING

- A. Firestopping shall be performed in accordance with Specification Section 07 84 00 "Firestopping". All penetrations of fire-rated assemblies including walls and floors by mechanical system components (piping, ductwork, conduits, etc.) shall be firestopped as specified.

* END OF SECTION *

SECTION 260000 - GENERAL ELECTRICAL REQUIREMENTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Basic Electrical Requirements specifically applicable to Divisions 26, 27 and 28 Sections.

1.02 REFERENCES

- A. ANSI/NFPA 70 - National Electrical Code.
- B. ANSI C2 - National Electrical Safety Code.
- C. ANSI/NFPA 101 - Life Safety Code.

1.03 RELATED REQUIREMENTS

- A. Conditions of the Contract and Division 1 - General Requirements, apply to all work, including work of this Division. Examine all contract documents for requirements affecting this work.

1.04 SUBMITTALS

- A. Submit under provisions of Division 01.
- B. Submit shop drawings and product data grouped to include complete submittals of related systems, products, and accessories in a single submittal.
- C. Mark dimensions and values in units to match those specified.
- D. Provide fixture schedule, lighting drawings, panelboard schedules and single line or risers diagram(s) to supplier for assistance in pricing as applicable. Contractor shall receive one set of black line drawings for reproduction from the engineer for this purpose.

1.05 REGULATORY REQUIREMENTS

- A. Conform to applicable local, State and Federal Building Code for the State of Maine.
- B. Electrical: Conform to NFPA 70, NFPA72, NFPA 99, NFPA 101, ANSI C2, 2 FM, UL, and applicable ASTM and ANSI Standards.
- C. Contractor shall visit the site to become familiar with all existing conditions affecting this work. No claim shall be recognized for extra compensation due to failure of contractor to familiarize himself/herself with the conditions and extent of proposed work.
- D. Obtain permits and request inspections by local authority having jurisdiction.

1.06 PROJECT/SITE CONDITIONS

- A. Install Work in locations shown on Drawings, unless prevented by Project conditions.
- B. Prepare drawings showing proposed rearrangement of Work to meet Project conditions, including changes to Work specified in other Sections. Obtain permission of Engineer before proceeding.

1.08 TEMPORARY LIGHT AND POWER

- A. Temporary light and power shall be installed and maintained by the Electrical Contractor for use by all trades for the duration of construction complete with all wiring, switches, protective devices and similar equipment as may be required. Arrangement for the temporary service with the Power Company is the responsibility of the Electrical Contractor. Power bills will be paid by the General Contractor. Provide 120/208 volt or 120/240 volt 100 ampere, drop box similar to standard CMP detail 980-31.1.4. Provide 15-20 watt self ballasted compact fluorescent, lamps with plastic "cages" as needed. or 4 foot twin lamp (T8) fluorescent tamper-proof, gasketed and water-tight as required.

1.09 CONTRACT DRAWINGS AND SPECIFICATIONS

- A. It is to be understood that drawings accompanying these specifications are intended to show general arrangement and extent of work to be done, but exact location and arrangement of all components shall be determined as work progresses. Anything shown on the drawings and not specifically mentioned in specifications or vice versa shall be considered as required in both.
- B. Locations of equipment, and materials, etc., as given on drawings are approximate unless dimensioned. It shall be understood they are subject to such modifications as may be found necessary or desirable at time of installation in order to meet any structural conditions. Such changes shall be made by the contractor without extra charges.
- C. Because of small scale drawings, all required offsets, etc., as may be required to clear work of other Contractors, may not be shown. Contractor, however, shall provide all necessary offsets, etc., as required to complete the installation of their work and not conflict with that of others.
- D. It is the intention that wiring systems shall be complete and fully operational. The contractor shall identify system components during the bid process that clearly constitute conditions that would cause the system to be incomplete. Clarification: The remedy to these discrepancies shall be communicated by the engineer to all bidders or included as an addenda.

1.10 MATERIALS AND LABOR

- A. Bidders for this work shall carefully examine the Plans and Specifications, as the Contractor shall be required to furnish all materials and labor necessary to deliver to the Owner a complete system installed in full accordance with Local State and Federal laws. The system shall be furnished as specified, tested, and turned over to the Owner in perfect operating condition.
- B. All materials shall be new and of best quality of their respective kinds. Workmanship in all respects shall be of highest grade and all construction shall be done according to best practices of the trade. Materials shall be warrantied directly by the manufacturer.
- C. Contractor shall provide, when required for review of Engineer, labeled samples of any material or equipment specified herein or proposed to be used on this project.
- D. Where words "furnish", "provide" or "install" are mentioned, either singly or in combination, these words are hereby interpreted to mean "furnish and install" or "provide and install," including all materials complete with all connections, supplemental devices, accessories and appurtenances, unless specifically otherwise noted. These words are likewise hereby interpreted as being prefixed to all materials, equipment, and apparatus hereinafter mentioned, either in abbreviated or schedule information.

1.11 PROTECTION OF WORK AND MATERIALS

- A. Contractors shall be responsible for the care and protection of all materials delivered and labor performed until the completion of the work.
- B. Cap all uncompleted lines, raceways, and ducts until ready for final connections, or future work as indicated.
- C. All portions of the work liable to damage by weather or by those engaged on the project, must be securely protected by temporary, but substantial covering which must be maintained in position until Engineer authorizes removal.

1.12 REPLACEMENTS

- A. In the event of damage to any equipment or materials, immediately make all repairs and replacements necessary to the approval of the Engineer at no additional cost to the Owner.

1.13 SAFETY REGULATIONS

- A. All work to be performed and/or installed shall conform to all requirements of the Occupational Safety and Health Act (OSHA) of 1970 and all Amendments thereto.

1.14 INSURANCE

- A. The Contractor shall purchase and maintain all Workmen's Compensation Insurance, Public Liability and Property Damage Insurance during the progress of the work and until completion and acceptance of the entire project by the Owner.

1.15 QUALITY ASSURANCE/CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, Products, services, site conditions, and workmanship, to produce Work of specified quality.
- B. Comply fully with manufacturers' instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Engineer before proceeding.
- D. Comply with specified standards as a minimum quality for the Work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform work using persons qualified to produce workmanship of specified quality.
- F. Secure Products in place with positive anchorage devices designed and sized to withstand stresses, vibration, and physical distortion or disfigurement.

1.16 SCHEDULE OF MATERIALS AND EQUIPMENT

- A. As soon as practicable, and before commencement of installation of any material or equipment, a complete schedule of materials and equipment proposed for installation shall be submitted for review. Schedule shall also include a list of all proposed subcontractors. Partial or incomplete lists will not be considered. Any materials, fixtures, and equipment not conforming to specifications may be rejected. Also see Section 01300, Submittals.
- B. Orders for purchase of any devices, material, conduit, etc., or other equipment shall not be placed until

this schedule is reviewed.

1.17 UNDERWRITER'S APPROVALS

- A. All electrical materials and equipment shall bear label of Underwriter's Laboratories, shall be listed by them in their list of electrical fittings and shall be approved by them for purpose for which they are to be used, unless materials and equipment are of a type for which Underwriter's Laboratories does not list or provide label service.

1.18 SUBSTITUTIONS

- A. Where the specifications allow the substitution of a product for that which has been specified, said substitution must be reviewed by the Engineer and shall be equivalent in all respects to that which is specified. The Engineer's decision shall be obtained on all questions as follows, and his/her judgment shall be final and binding on all parties.
- B. Reference in the specifications or on the drawings to any product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number, shall be interpreted as establishing a standard of quality or design and shall not be construed as limiting competition. The Contractor may, at his/her option, use any fully equivalent substitute provided written review by the Engineer is first obtained indicating acceptance of the equality of the substitute preferred.
- C. For materials or equipment which are supplied with integral or factory applied finish, the colors of same shall be considered in evaluating substitutions.
- D. For the purpose of avoiding conflicts with other trades, contracts, and adjoining work where more than one (1) article, device, material, fixture, form or type of construction, etc., is referred to by proprietary name, manufacturer, make or catalog number, the first named shall be used as the basis of design and details. The cost of any changes of approved equivalent item shall be borne by the Contractor requesting such change.

1.19 RECORD DRAWINGS

- A. During construction, the Contractor shall keep an accurate record of all deviations to the installation of the work as indicated on the drawings. Upon completion of the work, the Contractor shall furnish a copy of this record to the Engineer, on a black line of the original which will be available from the Engineer. Submit record drawings before requesting final payment.

1.20 MANUFACTURER'S REPRESENTATIVE

- A. At appropriate times, or as directed by the Engineer, provide the services of a competent factory trained Engineer or Technician of the particular manufacturer of equipment or item involved, to inspect, adjust, and place in proper operating condition any and all such items of manufacture. No additional compensation shall be allowed Contractors for such service.

1.21 MANUFACTURERS' INSTRUCTIONS, AND OPERATION AND MAINTENANCE DATA

- A. Provide for each item of equipment or apparatus furnished, a complete set of printed instructions obtained from the manufacturer covering proper operation, care, lubrication, cleaning, servicing, adjustment, etc., together with any special safety instructions.
- B. Manufacturers' data shall further include performance data (time current curves, where applicable), complete parts lists, recommended spare parts lists, and wiring diagrams.
- C. Data shall be arranged in complete sets, properly indexed and marked.

- D. Data shall include complete set of shop drawings.
- E. Material shall first be submitted in preliminary fashion for review by Engineer. After approval, Contractor shall submit two (2) copies in bound volumes to the Engineer for distribution.
- F. Provide contacts for service agencies for all major system components.

1.22 GUARANTEES

- A. An item becomes "defective" when it ceases to conform to this Contract Document. Guarantees beginning on the date of issuance of the Owner's final payment, or certificate of substantial completion, with Owner taking occupancy or beneficial use thereafter.
- B. Upon completion of the work and before applying for final payment, furnish a written guarantee, stating that the work complies with the provisions of codes listed herein and the local enforcing authorities, and that it will be free from defects of material and workmanship for the required guarantee period. Guarantee shall further state that the Contractor will, at his own expense, repair and/or replace any of his material and work which may become defective during the time of guarantee, together with other work damaged as a consequence of such defects. All manufacturers written warranties shall apply to materials. Warranties other than that of the manufacturer are not acceptable.
- C. The guarantee period shall be one (1) year except when longer periods are indicated for specific equipment.
- D. All materials in Division 26 where a written warranty is published shall require the warranty to be offered by the product manufacturer.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.01 CONNECTION TO EQUIPMENT

- A The Contractor shall be responsible for proper wiring and raceway connections to equipment, make sure of alignment, both initially and under operating conditions, and provide proper supports, brackets, means of expansion, etc., to make sure that no excessive stresses are applied to equipment. Raceways shall be run to the equipment and alignment checked before final bolting and fastening.
- B At the request of the Engineer, dismantle equipment connections to demonstrate proper installation and make such corrections necessary without additional compensation for disassembly, re-connection, or the required corrective work.
- C Equipment shall be installed in such a manner as to permit disconnecting for service and repairs without the necessity of rigging.

3.02 CLOSING IN UNINSPECTED WORK

- A General: Do not cover up or enclose work until it has been properly and completely inspected and approved. Engineer may waive this requirement by written permission.
- B Noncompliance: Should any of the work be covered up or enclosed prior to all required inspections and approvals, uncover the work as required, and after it has been completely inspected and approved, make all repairs and replacements with such materials as are necessary to the approval of the Engineer and at no additional cost to the Owner.

3.03 CLEANING OF SYSTEMS

- A All wiring systems shall be thoroughly cleaned prior to initial operation and in accordance with manufacturer's instructions for equipment to be furnished and/or installed.
- B Furnish all detergents, solvents, cleaning compounds, tools, etc., required in connection with cleaning operations.
- C Thoroughly clean all exposed portions of all equipment, remove all labels, and wipe clean with a damp rag.

3.04 TESTING, BALANCING, AND ADJUSTING

- A Electrical loads shall be balanced on all phase legs to a tolerance of plus or minus 10 percent. Include testing circuits for shorts to ground. Measure grounding system resistance. Correct all deficiencies. Provide all test equipment.

3.05 INSTRUCTIONS

- A On completion of the job, Contractor shall provide competent technicians to thoroughly instruct the Owner's representative in the care and operation of the system. The total period of instruction shall not exceed 2 hours and be performed in a minimum of one interval. The time of instruction shall be arranged with the Owner. The Electrical subcontractor shall be present and participate in the Owner's instruction.

3.06 FIRESTOPPING

- A Firestopping shall be performed in accordance with Specification Section "Firestopping". All penetrations of fire-rated assemblies including walls and floors by electrical system components (conduits, cables, trays, etc.) shall be firestopped as specified. Coordinate size, location and type of sleeves as required by firestopping systems.

*** END OF SECTION ***

SECTION 260519 - LOW-VOLTAGE ELECTRICAL POWER CONDUCTORS AND CABLES

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. Building wires and cables rated 600 V and less.
2. Connectors, splices, and terminations rated 600 V and less.

- B. Related Requirements:

1. Section 271500 "Communications Horizontal Cabling" for cabling used for voice and data circuits.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.

PART 2 - PRODUCTS

2.1 CONDUCTORS AND CABLES

- A. 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:

1. General Cable Technologies Corporation.
2. Southwire Incorporated.
3. The Okonite Company.

- B. Copper Conductors: Comply with NEMA WC 70/ICEA S-95-658.

- C. Conductor Insulation: Comply with NEMA WC 70/ICEA S-95-658 for Type THHN-2-THWN-2.

- D. Multiconductor Cable: Comply with NEMA WC 70/ICEA S-95-658 for Metal Clad cable, Type MC or SO cable.

2.2 CONNECTORS AND SPLICES

- A. 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:

1. AFC Cable Systems, Inc.
2. Gardner Bender.
3. Hubbell Power Systems, Inc.
4. Ideal Industries, Inc.
5. Ilsco; a branch of Bardes Corporation.
6. NSi Industries LLC.
7. O-Z/Gedney; a brand of the EGS Electrical Group.
8. 3M; Electrical Markets Division.
9. Tyco Electronics.

B. Description: Factory-fabricated connectors and splices of size, ampacity rating, material, type, and class for application and service indicated.

2.3 SYSTEM DESCRIPTION

- 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. Comply with NFPA 70.

PART 3 - EXECUTION

3.1 CONDUCTOR MATERIAL APPLICATIONS

- A. Feeders: Copper for feeders smaller than No. 4 AWG; copper or aluminum for feeders No. 4 AWG and larger. Solid for No. 10 AWG and smaller; stranded for No. 8 AWG and larger.
- B. Branch Circuits: Copper. Solid for No. 12 AWG and smaller; stranded for No. 10 AWG and larger.
- C. All conductor sizes shown on drawings are for copper unless noted otherwise.

3.2 CONDUCTOR INSULATION AND MULTICONDUCTOR CABLE APPLICATIONS AND WIRING METHODS

- A. Service Entrance: Type THHN-2-THWN-2, single conductors in raceway.
- B. Feeders: Type THHN-2-THWN-2, single conductors in raceway.
- C. Exposed Branch Circuits, Including in Crawlspaces: Type THHN-2-THWN-2, single conductors in raceway.
- D. Branch Circuits Concealed in Ceilings, Walls, and Partitions: Metal Clad Cable, Type MC.
- E. Branch Circuits Concealed in Concrete, below Slabs-on-Grade, and Underground: Type THHN-2-THWN-2, single conductors in raceway.
- F. Cord Drops and Portable Appliance Connections: Type SO, hard service cord with stainless-steel, wire-mesh, strain relief device at terminations to suit application.

3.3 INSTALLATION OF CONDUCTORS AND CABLES

- A. Conceal cables in finished walls, ceilings, and floors unless otherwise indicated.
- B. Complete raceway installation between conductor and cable termination points according to Section "Raceways and Boxes for Electrical Systems" prior to pulling conductors and cables.
- C. 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.
- D. Use pulling means, including fish tape, cable, rope, and basket-weave wire/cable grips that will not damage cables or raceway.
- E. Install exposed cables parallel and perpendicular to surfaces of exposed structural members, and follow surface contours where possible.

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-486B.
- B. Make splices, terminations, and taps that are compatible with conductor material.
- C. Wiring at Outlets: Install conductor at each outlet, with at least 6 inches of slack.

3.5 IDENTIFICATION

- A. Identify and color-code conductors and cables according to Section "Identification for Electrical Systems."
- B. Identify each spare conductor at each end with identity number and location of other end of conductor, and identify as spare conductor.

3.6 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
 1. After installing conductors and cables and before electrical circuitry has been energized, test service entrance and feeder conductors for compliance with requirements.
 2. Perform each visual and mechanical inspection and electrical test stated in NETA Acceptance Testing Specification. Certify compliance with test parameters.
- B. Test and Inspection Reports: Prepare a written report to record the following:
 1. Procedures used.
 2. Results that comply with requirements.
 3. Results that do not comply with requirements and corrective action taken to achieve compliance with requirements.
- C. Cables will be considered defective if they do not pass tests and inspections.

END OF SECTION 260519

SECTION 260526 - GROUNDING AND BONDING 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. Section Includes: Grounding systems and equipment.
- B. Section includes grounding systems and equipment, plus the following special applications:
 1. Underground distribution grounding.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.

1.4 QUALITY ASSURANCE

- 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. Comply with UL 467 for grounding and bonding materials and equipment.

PART 2 - PRODUCTS

2.1 CONDUCTORS

- A. Insulated Conductors: Copper or tinned-copper wire or cable insulated for 600 V unless otherwise required by applicable Code or authorities having jurisdiction.
- B. Bare Copper Conductors:
 1. Solid Conductors: ASTM B 3.
 2. Stranded Conductors: ASTM B 8.
 3. Tinned Conductors: ASTM B 33.
 4. Bonding Cable: 28 kcmil, 14 strands of No. 17 AWG conductor, 1/4 inch (6 mm) in diameter.
 5. Bonding Conductor: No. 4 or No. 6 AWG, stranded conductor.
 6. 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.
 7. Tinned Bonding Jumper: Tinned-copper tape, braided conductors terminated with copper ferrules; 1-5/8 inches (41 mm) wide and 1/16 inch (1.6 mm) thick.

C. Grounding Bus: Predrilled rectangular bars of annealed copper, 1/4 by 4 inches (6.3 by 100 mm) in cross section, with 9/32-inch (7.14-mm) holes spaced 1-1/8 inches (28 mm) apart. Stand-off insulators for mounting shall comply with UL 891 for use in switchboards, 600 V. Lexan or PVC, impulse tested at 5000 V.

2.2 CONNECTORS

- A. Listed and labeled by an NRTL 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, 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.
- D. Bus-bar Connectors: Mechanical type, cast silicon bronze, solderless compression-type wire terminals, and long-barrel, two-bolt connection to ground bus bar.

2.3 GROUNDING ELECTRODES

- A. Ground Rods: Copper-clad steel; 3/4 inch by 10 feet.
 - 1. Termination: Factory-attached No. 4/0 AWG bare conductor at least 48 inches (1200 mm) long.
 - 2. Backfill Material: Electrode manufacturers recommended material.

PART 3 - EXECUTION

3.1 APPLICATIONS

- A. Conductors: Install solid conductor for No. 8 AWG and smaller, and stranded conductors for No. 6 AWG and larger unless otherwise indicated.
- B. Underground Grounding Conductors: Install bare tinned-copper conductor, No. 2/0 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. Grounding Bus: Install in electrical and telephone equipment rooms, in rooms housing service equipment, and elsewhere as indicated.
 - 1. Install bus on insulated spacers 2 inches (50 mm) minimum from wall, 6 inches (150 mm) above finished floor unless otherwise indicated.
 - 2. Where indicated on both sides of doorways, route bus up to top of door frame, across top of doorway, and down to specified height above floor; connect to horizontal bus.
- D. Conductor Terminations and Connections:

1. Pipe and Equipment Grounding Conductor Terminations: Bolted connectors.
2. Underground Connections: Welded connectors except at test wells and as otherwise indicated.
3. Connections to Ground Rods at Test Wells: Bolted connectors.
4. Connections to Structural Steel: Welded connectors.

3.2 GROUNDING UNDERGROUND DISTRIBUTION SYSTEM COMPONENTS

- A. Comply with IEEE C2 grounding requirements.
- A. Install insulated equipment grounding conductors with all feeders and branch circuits.
- B. Air-Duct Equipment Circuits: Install insulated equipment grounding conductor to duct-mounted electrical devices operating at 120 V and more, including air cleaners, heaters, dampers, humidifiers, and other duct electrical equipment. Bond conductor to each unit and to air duct and connected metallic piping.
- C. Water Heater, Heat-Tracing, and Antifrost Heating Cables: Install a separate insulated equipment grounding conductor to each electric water heater and heat-tracing cable. Bond conductor to heater units, piping, connected equipment, and components.
- D. Metal Poles Supporting Outdoor Lighting Fixtures: Install grounding electrode and a separate insulated equipment grounding conductor in addition to grounding conductor installed with branch-circuit conductors.

3.4 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.
 1. Interconnect ground rods with grounding electrode conductor below grade and as otherwise indicated. Make connections without exposing steel or damaging coating if any.
 2. For grounding electrode system, install at least three rods spaced at least one-rod length from each other and located at least the same distance from other grounding electrodes, and connect to the service grounding electrode conductor.
- B. 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 bonding so vibration is not transmitted to rigidly mounted equipment.
 3. Use exothermic-welded connectors for outdoor locations; if a disconnect-type connection is required, use a bolted clamp.
- D. Grounding and Bonding for Piping:
 1. Metal Water Service Pipe: Install insulated copper grounding conductors, in conduit, from building's main service equipment, or grounding bus, to main metal water service entrances to

building. Connect grounding conductors to main metal water service pipes; use a bolted clamp connector or bolt a lug-type connector to a pipe flange by using one of the lug bolts of the flange. Where a dielectric main water fitting is installed, connect grounding conductor on street side of fitting. Bond metal grounding conductor conduit or sleeve to conductor at each end.

2. Water Meter Piping: Use braided-type bonding jumpers to electrically bypass water meters. Connect to pipe with a bolted connector.

E. Bonding Interior Metal Ducts: Bond metal air ducts to equipment grounding conductors of associated fans, blowers, electric heaters, and air cleaners. Install bonding jumper to bond across flexible duct connections to achieve continuity.

3.5 LABELING

- A. Comply with requirements in Section 260553 "Identification for Electrical Systems" for instruction signs. The label or its text shall be green.

3.6 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
 1. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect components, assemblies, and equipment installations, including connections, and to assist in testing.
- B. Tests and Inspections:
 1. After installing grounding system but before permanent electrical circuits have been energized, test for compliance with requirements.
 2. Inspect physical and mechanical condition. Verify tightness of accessible, bolted, electrical connections with a calibrated torque wrench according to manufacturer's written instructions.
- C. Grounding system will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.
- E. Report measured ground resistances that exceed the following values:
 1. Power and Lighting Equipment or System with Capacity of 500 kVA and less: 10 ohms.

F. Excessive Ground Resistance: If resistance to ground exceeds specified values, notify Architect promptly and include recommendations to reduce ground resistance.

END OF SECTION 260526

SECTION 260533 - RACEWAYS AND BOXES 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. Section Includes:

1. Metal conduits, tubing, and fittings.
2. Boxes, enclosures, and cabinets.

1.3 DEFINITIONS

- A. GRC: Galvanized rigid steel conduit.

1.4 ACTION SUBMITTALS

- A. Product Data: For surface raceways, wireways and fittings, floor boxes, hinged-cover enclosures, and cabinets.

PART 2 - PRODUCTS

2.1 METAL CONDUITS, TUBING, AND FITTINGS

- A. Listing and Labeling: Metal conduits, tubing, and fittings shall be listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. GRC: Comply with ANSI C80.1 and UL 6.
- C. EMT: Comply with ANSI C80.3 and UL 797.
- D. FMC: Comply with UL 1; zinc-coated steel or aluminum.
- E. LFMC: Flexible steel conduit with PVC jacket and complying with UL 360.
- F. Fittings for Metal Conduit: Comply with NEMA FB 1 and UL 514B.
 1. Fittings for EMT:
 - a. Material: Steel or die cast.
 - b. Type: Setscrew.

G. Joint Compound for GRC: Approved, as defined in NFPA 70, by authorities having jurisdiction for use in conduit assemblies, and compounded for use to lubricate and protect threaded conduit joints from corrosion and to enhance their conductivity.

2.2 BOXES, ENCLOSURES, AND CABINETS

- A. General Requirements for Boxes, Enclosures, and Cabinets: Boxes, enclosures, and cabinets installed in wet locations shall be listed for use in wet locations.
- B. Sheet Metal Outlet and Device Boxes: Comply with NEMA OS 1 and UL 514A.
- C. Cast-Metal Outlet and Device Boxes: Comply with NEMA FB 1, aluminum, Type FD, with gasketed cover.
- D. Luminaire Outlet Boxes: Nonadjustable, designed for attachment of luminaire weighing 50 lb (23 kg). Outlet boxes designed for attachment of luminaires weighing more than 50 lb (23 kg) shall be listed and marked for the maximum allowable weight.
- E. Small Sheet Metal Pull and Junction Boxes: NEMA OS 1.
- F. Cast-Metal Access, Pull, and Junction Boxes: Comply with NEMA FB 1 and UL 1773, cast aluminum with gasketed cover.
- G. Box extensions used to accommodate new building finishes shall be of same material as recessed box.
- H. Device Box Dimensions: 4 inches square by 2-1/8 inches deep (100 mm square by 60 mm deep).
- I. Gangable boxes are allowed.
- J. Hinged-Cover Enclosures: Comply with UL 50 and NEMA 250, Type 3R with continuous-hinge cover with flush latch unless otherwise indicated.
 - 1. Metal Enclosures: Steel, finished inside and out with manufacturer's standard enamel.
 - 2. Interior Panels: Steel; all sides finished with manufacturer's standard enamel.
- K. Recessed device box.
 - 1. Non-metallic, recessed electrical box with trim plate.
 - 2. Two-gang style to allow installation of two duplex receptacles, or two low voltage devices in the box.

PART 3 - EXECUTION

3.1 RACEWAY APPLICATION

- A. Indoors: Apply raceway products as specified below unless otherwise indicated:
 - 1. Exposed: EMT.
 - 2. Concealed in Ceilings and Interior Walls and Partitions: EMT.
 - 3. Connection to Vibrating Equipment (Including Transformers and Hydraulic, Pneumatic, Electric Solenoid, or Motor-Driven Equipment): FMC, except use LFMC in damp or wet locations.
 - 4. Damp or Wet Locations: GRC.

5. Boxes and Enclosures: NEMA 250, Type 1, except use NEMA 250, Type 4 stainless steel in damp or wet locations including kitchens.
- B. Minimum Raceway Size: 3/4-inch (21-mm) trade size.
- C. Raceway Fittings: Compatible with raceways and suitable for use and location.
 1. Rigid Steel Conduit: Use threaded rigid steel conduit fittings unless otherwise indicated. Comply with NEMA FB 2.10.
 2. EMT: Use setscrew, steel fittings. Comply with NEMA FB 2.10.
 3. Flexible Conduit: Use only fittings listed for use with flexible conduit. Comply with NEMA FB 2.20.

3.2 INSTALLATION

- A. Comply with NECA 1 and NECA 101 for installation requirements except where requirements on Drawings or in this article are stricter. Comply with NECA 102 for aluminum conduits. Comply with NFPA 70 limitations for types of raceways allowed in specific occupancies and number of floors.
- 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. Arrange stub-ups so curved portions of bends are not visible above finished slab.
- E. Install no more than the equivalent of three 90-degree bends in any conduit run except for control wiring conduits, for which fewer bends are allowed. Support within 12 inches (300 mm) of changes in direction.
- F. Conceal conduit and EMT within finished walls, ceilings, and floors unless otherwise indicated. Install conduits parallel or perpendicular to building lines.
- G. Support conduit within 12 inches (300 mm) of enclosures to which attached.
- 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. Terminate threaded conduits into threaded hubs or with locknuts on inside and outside of boxes or cabinets. Install bushings on conduits up to 1-1/4-inch (35mm) trade size and insulated throat metal bushings on 1-1/2-inch (41-mm) trade size and larger conduits terminated with locknuts. Install insulated throat metal grounding bushings on service conduits.
- K. Install raceways square to the enclosure and terminate at enclosures with locknuts. Install locknuts hand tight plus 1/4 turn more.
- L. Do not rely on locknuts to penetrate nonconductive coatings on enclosures. Remove coatings in the locknut area prior to assembling conduit to enclosure to assure a continuous ground path.
- M. Cut conduit perpendicular to the length. For conduits 2-inch (53-mm) trade size and larger, use roll cutter or a guide to make cut straight and perpendicular to the length.

- N. 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. Cap underground raceways designated as spare above grade alongside raceways in use.
- O. Flexible Conduit Connections: Comply with NEMA RV 3. Use a maximum of 72 inches (1830 mm) of flexible conduit for equipment subject to vibration, noise transmission, or movement; and for transformers and motors.
 - 1. Use LFMC in damp or wet locations subject to severe physical damage.
- P. Mount boxes at heights indicated on Drawings. If mounting heights of boxes are not individually indicated, give priority to ADA requirements. Install boxes with height measured to center of box unless otherwise indicated.
- Q. Horizontally separate boxes mounted on opposite sides of walls so they are not in the same vertical channel.
- R. Locate boxes so that cover or plate will not span different building finishes.
- S. Support boxes of three gangs or more from more than one side by spanning two framing members or mounting on brackets specifically designed for the purpose.
- T. Fasten junction and pull boxes to or support from building structure. Do not support boxes by conduits.
- U. Set metal floor boxes level and flush with finished floor surface.
- V. Set nonmetallic floor boxes level. Trim after installation to fit flush with finished floor surface.

3.3 BOXES FOR WIRING DEVICES IN EXTERIOR WALLS AND INTERIOR SOUND CONTROL WALLS BETWEEN RESIDENT ROOMS.

- A. Provide air vapor barrier install per manufacturer's instructions. Provide LESSCO model number: VAPORBOX

3.4 INSTALLATION OF ELECTRICAL BOXES IN FIRE RATED WALLS

- A. Outlet boxes on opposite sides of the wall shall be separated as follows:
 - 1. By a horizontal distance of not less than 24 inches (610 mm);
 - 2. By a horizontal distance of not less than the depth of the wall cavity where the wall cavity is filled with cellulose loose fill, rockwool or slag mineral wool insulation.
 - 3. By protecting both outlet boxes by listed putty pads, 3M Catalog # MPP+ or equal.
- B. Boxes exceeding 16 sq. in. (103 sq. cm) must be protected by listed putty pads, 3M Catalog # MPP+ or equal.

3.5 FIRESTOPPING

- A. Install firestopping at penetrations of fire-rated floor and wall assemblies. Comply with requirements in Section 078413 "Penetration Firestopping."

END OF SECTION 260533

SECTION 260553 - IDENTIFICATION 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. Section Includes:

1. Identification for raceways.
2. Identification of power and control cables.
3. Identification for conductors.
4. Underground-line warning tape.
5. Warning labels and signs.
6. Instruction signs.
7. Equipment identification labels.
8. Miscellaneous identification products.

1.3 ACTION SUBMITTALS

- A. Product Data: For each electrical identification product indicated.

1.4 QUALITY ASSURANCE

- A. Comply with ANSI A13.1.
- B. Comply with NFPA 70.
- C. Comply with 29 CFR 1910.144 and 29 CFR 1910.145.
- D. Comply with ANSI Z535.4 for safety signs and labels.
- E. Adhesive-attached labeling materials, including label stocks, laminating adhesives, and inks used by label printers, shall comply with UL 969.

1.5 COORDINATION

- A. Coordinate identification names, abbreviations, colors, and other features with requirements in other Sections requiring identification applications, Drawings, 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 POWER AND CONTROL 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 size.
- B. Colors for Raceways Carrying Circuits at 600 V or Less:
 1. Black letters on a white field.
 2. Legend: Indicate voltage.
- C. Vinyl Labels for Raceways Carrying Circuits at 600 V or Less: Preprinted, flexible label laminated with a clear, weather- and chemical-resistant coating and matching wraparound clear adhesive tape for securing ends of legend label.
- D. Snap-Around Labels for Raceways Carrying Circuits at 600 V or Less: Slit, pretensioned, flexible, preprinted, color-coded acrylic sleeve, 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 for Raceways Carrying Circuits at 600 V or Less: Slit, pretensioned, flexible, solid-colored acrylic sleeve, 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. Tape and Stencil for Raceways Carrying Circuits More Than 600 V: 4-inch- (100-mm-) wide black stripes on 10-inch (250-mm) centers diagonally over orange background that extends full length of raceway or duct and is 12 inches (300 mm) wide. Stop stripes at legends.

2.2 ARMORED AND METAL-CLAD CABLE IDENTIFICATION MATERIALS

- A. Comply with ANSI A13.1 for minimum size of letters for legend and for minimum length of color field for each cable size.
- B. Colors for Cables Carrying Circuits at 600 V and Less:
 1. Black letters on an white field.
 2. Legend: Indicate voltage.
- C. Vinyl Labels: Preprinted, flexible label laminated with a clear, weather- and chemical-resistant coating and matching wraparound clear adhesive tape for securing ends of legend label.
- D. Self-Adhesive Vinyl Tape: Colored, heavy duty, waterproof, fade resistant; 2 inches (50 mm) wide; compounded for outdoor use.
- E. Heat-Shrink Preprinted Tubes: Flame-retardant polyolefin tube with machine-printed identification label. Sized to suit diameter of and shrinks to fit firmly around cable it identifies. Full shrink recovery at a maximum of 200 deg F (93 deg C). Comply with UL 224.

2.3 POWER AND CONTROL CABLE IDENTIFICATION MATERIALS

- A. Comply with ANSI A13.1 for minimum size of letters for legend and for minimum length of color field for each cable size.
- B. Vinyl Labels: Preprinted, flexible label laminated with a clear, weather- and chemical-resistant coating and matching wraparound clear adhesive tape for securing ends of legend label.
- C. Self-Adhesive, Self-Laminating Polyester Labels: Preprinted, 3-mil- (0.08-mm-) thick flexible label with acrylic pressure-sensitive adhesive that provides a clear, weather- and chemical-resistant, self-laminating, protective shield over the legend. Labels sized to fit the cable diameter such that the clear shield overlaps the entire printed legend.
- D. Heat-Shrink Preprinted Tubes: Flame-retardant polyolefin tube with machine-printed identification label. Sized to suit diameter of and shrinks to fit firmly around cable it identifies. Full shrink recovery at a maximum of 200 deg F (93 deg C). Comply with UL 224.

2.4 UNDERGROUND-LINE WARNING TAPE

- A. Tape:
 - 1. Recommended by manufacturer for the method of installation and suitable to identify and locate underground electrical and communications utility lines.
 - 2. Printing on tape shall be permanent and shall not be damaged by burial operations.
 - 3. Tape material and ink shall be chemically inert, and not subject to degrading when exposed to acids, alkalis, and other destructive substances commonly found in soils.
- B. Color and Printing:
 - 1. Comply with ANSI Z535.1 through ANSI Z535.5.
 - 2. Inscriptions for Red-Colored Tapes: ELECTRIC LINE.
 - 3. Inscriptions for Orange-Colored Tapes: TELEPHONE CABLE, CATV CABLE, COMMUNICATIONS CABLE.

2.5 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:
 - 1. Preprinted aluminum signs, punched or drilled for fasteners, with colors, legend, and size required for application.
 - 2. 1/4-inch (6.4-mm) grommets in corners for mounting.
 - 3. 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. Multiple Power Source Warning: "DANGER - ELECTRICAL SHOCK HAZARD - EQUIPMENT HAS MULTIPLE POWER SOURCES."

2. Workspace Clearance Warning: "WARNING - OSHA REGULATION - AREA IN FRONT OF ELECTRICAL EQUIPMENT MUST BE KEPT CLEAR FOR 36 INCHES (915 MM)."

2.6 INSTRUCTION SIGNS

- A. Engraved, laminated acrylic or melamine plastic, minimum 1/16 inch (1.6 mm) thick for signs up to 20 sq. inches (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.
- B. Adhesive Film Label: Machine printed, in black, by thermal transfer or equivalent process. Minimum letter height shall be 3/8 inch (10 mm).

2.7 EQUIPMENT IDENTIFICATION LABELS

- A. Adhesive Film Label: Machine printed, in black, by thermal transfer or equivalent process. Minimum letter height shall be 3/8 inch (10 mm).
- B. Self-Adhesive, Engraved, Laminated Acrylic or Melamine Label: Adhesive backed, with white letters on a dark-gray background. Minimum letter height shall be 3/8 inch (10 mm).
- C. Engraved, Laminated Acrylic or Melamine Label: Punched or drilled for screw mounting. White letters on a dark-gray background. Minimum letter height shall be 3/8 inch (10 mm).

2.8 MISCELLANEOUS IDENTIFICATION PRODUCTS

- A. Paint: Comply with requirements in painting Sections for paint materials and application requirements. Select paint system applicable for surface material and location (exterior or interior).
- 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 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. 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 exceeds 16 inches (400 mm) overall.

3.2 IDENTIFICATION SCHEDULE

A. Accessible Raceways and Metal-Clad Cables, 600 V or Less, for Service, Feeder, and Branch Circuits More Than 30 A, and 120 V to ground: Identify with self-adhesive vinyl label. Install labels at 30-foot (10-m) maximum intervals.

B. Power-Circuit Conductor Identification, 600 V or Less: For conductors in vaults, pull and junction boxes, manholes, and handholes, use color-coding conductor tape to identify the phase.

1. Color-Coding for Phase Identification, 600 V or Less: Use colors listed below for ungrounded feeder and service conductors.
 - a. Color shall be factory applied or field applied for sizes larger than No. 8 AWG, if authorities having jurisdiction permit.
 - b. Colors for 208/120-V Circuits:
 - 1) Phase A: Black.
 - 2) Phase B: Red.
 - 3) Phase C: Blue.

C. Install instructional sign including the color-code for grounded and ungrounded conductors using adhesive-film-type labels.

D. Control-Circuit Conductor Identification: For conductors and cables in pull and junction boxes, and handholes, use self-adhesive vinyl labels with the conductor or cable designation, origin, and destination.

E. Control-Circuit Conductor Termination Identification: For identification at terminations provide self-adhesive vinyl labels with the conductor designation.

F. Auxiliary Electrical Systems Conductor Identification: Identify field-installed alarm, control, and signal 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 the Operation and Maintenance Manual.

G. Locations of Underground Lines: Identify with underground-line warning tape for power, lighting, communication, and control wiring.

1. 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: Self-adhesive warning labels.

1. Comply with 29 CFR 1910.145.
2. Identify system voltage with black letters on an orange background.
3. Apply to exterior of door, cover, or other access.

4. For equipment with multiple power or control sources, apply to door or cover of equipment including, but not limited to, the following:
 - a. Power transfer switches.
 - b. Controls with external control power connections.
- I. Operating Instruction Signs: 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 the 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 two 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.
 - d. Unless provided with self-adhesive means of attachment, fasten labels with appropriate mechanical fasteners that do not change the NEMA or NRTL rating of the enclosure.
 2. Equipment to Be Labeled:
 - a. Panelboards: Typewritten directory of circuits in the location provided by panelboard manufacturer. Panelboard identification shall be self-adhesive, engraved, laminated acrylic or melamine label.
 - b. Enclosures and electrical cabinets.
 - c. Access doors and panels for concealed electrical items.
 - d. Enclosed switches.
 - e. Enclosed circuit breakers.
 - f. Enclosed controllers.
 - g. Variable-speed controllers.
 - h. Push-button stations.
 - i. Contactors.
 - j. Remote-controlled switches, dimmer modules, and control devices.

END OF SECTION 260553

SECTION 260924 - LIGHTING CONTROL DEVICES

PART 1 – GENERAL

1.1 SUMMARY

A. Section Includes:

1. Wall box mounted, wall/corner mounted, and ceiling mounted occupancy sensors including dual technology, ultrasonic, and passive infrared technologies. This includes self contained PIR sensors as well as low voltage sensors that work with Switchpacks.

B. Related Sections:

1. Section 265100 – Interior Lighting.

1.2 REFERENCES

- A. American National Standards Institute/Institute of Electrical and Electronic Engineers (ANSI/IEEE)
 1. C62.41-1991 – Recommended Practice for Surge Voltages in Low Voltage AC Power Circuits.
- B. ASTM International (ASTM)
 1. D4674 -02a Standard Test Method for Accelerated Testing for Color Stability of Plastics Exposed to Indoor Fluorescent Lighting and Window-Filtered Daylight.
- C. National Electrical Manufacturers Association (NEMA)
 1. WD1 (R2005) - General Color Requirements for Wiring Devices.
- D. Underwriters Laboratories, Inc. (UL):
 1. 94 – Flammability Rating
 2. 916 – Energy Management Equipment.
 3. 508 (2005) - Standard for Industrial Control Equipment.
 4. 244A – Appliance Controls

1.3 SYSTEM DESCRIPTION

A. Permanently installed

1. Wall switch occupancy sensors
2. Ceiling mounted occupancy sensors

1.4 SUBMITTALS

A. Submit under provisions of Section 013300.

B. Specification Conformance Document: Indicate whether the submitted equipment:

1. Meets specification exactly as stated.
2. Meets specification via an alternate means and indicate the specific methodology used.

C. Shop Drawings; include:

1. Load schedule indicating actual connected load, load type, and voltage per circuit, circuits and their respective control zones, circuits that are on emergency, and capacity, phase, and corresponding circuit numbers.
2. Schematic of system.
3. Lighting plan clearly marking product type, location and orientation of each sensor.

D. Product Data: Catalog specification sheets with performance specifications demonstrating compliance with specified requirements.

1.5 QUALITY ASSURANCE

A. Manufacturer: Minimum 20 years' experience in manufacture of occupancy sensor lighting controls.

B. Manufacturer's Quality System: Registered to ISO 9001:2000 Quality Standards, including in-house engineering for product design activities.

C. Occupancy Sensing Lighting Controls:

1. Listed by UL specifically for the required loads. Provide evidence of compliance upon request.
- D. Installer Qualifications: Installer shall be one who is experienced in performing the work of this section, and who has specialized in installation of work similar to that required for this project.
- E. Source Limitations: To assure compatibility, obtain occupancy sensors from a single source with complete responsibility over all lighting controls, including accessory products. The use of subcontracted component assemblers is not acceptable.

1.6 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.
 3. Occupancy Sensors must be protected from dust during installation.

1.7 WARRANTY

- A. Provide manufacturer's 5-year parts warranty.

1.8 MAINTENANCE

- A. Make ordering of new equipment for expansions, replacements, and spare parts available to end user.
- B. Make new replacement parts available for minimum of ten years from date of manufacture.
- C. Provide factory direct technical support.

PART 2- PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: Eaton Lighting Systems (formerly Cooper Controls)
- B. Substitutions: Allowed under provisions of Division 1.

2.2 SENSOR PERFORMANCE REQUIREMENTS

- A. Sensing mechanism:
 1. Infrared: Utilize multiple segmented lens, with internal grooves to eliminate dust and residue build-up.
 2. Dual technology:
 - a. Utilize multiple segmented lens, with internal grooves to eliminate dust and residue build-up.
 - b. Utilize an operating frequency of 32 kHz or 40 kHz that shall be crystal controlled to operate within plus or minus 0.005% tolerance.
 - c. Incorporate Doppler shift ultrasonic and passive infrared motion detection technologies. Products that react to noise or ambient sound shall not be considered.
- B. Power failure memory:
 1. Controls incorporate non-volatile memory. Should power be interrupted and subsequently restored, settings and parameters saved in protected memory shall not be lost.
- C. Designed and tested to withstand discharges without impairment of performance when subjected to discharges of 15,000 volts per IEC 801-2.
- D. Products tested in identical manner, complaint to NEMA WD 7 -2011 Occupancy Motion Sensors Standards.
- E. Sensor shall have time delays from 10 to 30 min.
- F. When specified, sensors shall automatically adjust time delay and sensitivity settings.
- G. All sensors shall provide an LED as a visual means of indication at all times to verify that motion is being detected during both testing and normal operation.
- H. All sensors shall have readily accessible, user adjustable settings for time delay and sensitivity.

Settings shall be located on the sensor (not the control unit) and shall be recessed to limit tampering.

- I. Where specified, sensor shall have an internal additional isolated relay with Normally Open, Normally Closed, and Common outputs for use with HVAC control, Data Logging and other control options. Sensors utilizing separate components or specially modified units to achieve this function are not acceptable.

2.3 LINE VOLTAGE CEILING MOUNTED OCCUPANCY SENSORS

- A. Product: OAC-DT-2000-MV, OAC-DT-2000-DMV
- B. Provide all necessary mounting hardware and instructions.
- C. Capable of detection of occupancy at desktop level up to 300 square feet, and gross motion up to 1000 square feet
- D. Shall accommodate loads from 0-800 watts at 120 volts; 0 to 1200 watts at 277 volts and shall have 180 degree coverage capability.
- E. Shall be able to have their visible plastic parts replaced, for color changes in the field, without removing the body of the control from the wall and without requiring special tools.
- F. Shall utilize Zero Crossing Circuitry which increases relay life, protects from the effects of inrush current, and increases sensor's longevity.
- G. Shall have no leakage current to load, in manual or in Auto/Off Mode for safety purposes and shall have voltage drop protection.
- H. Where specified, dual relay sensors shall offer daylighting foot-candle adjustment control for either or both relays.

2.4 OCCUPANCY WALL SWITCHES

- A. Product: OSW-P-0451-MV-*, ONW-P-1001-MV-*, ONW-P-1001-347-*, ONW-P-1001-DMV-*, ONW-P-1001-D347-*, ONW-P-1001-SP-*, ONW-P-1001-RR7-*
- B. Capable of detection of occupancy at desktop level up to 300 square feet, and gross motion up to 1000 square feet
- C. Shall accommodate loads from 0-800 watts at 120 volts; 0 to 1200 watts at 277 volts and shall have 180 degree coverage capability.
- D. Shall be able to have their visible plastic parts replaced, for color changes in the field, without removing the body of the control from the wall and without requiring special tools.
- E. Shall utilize Zero Crossing Circuitry which increases relay life, protects from the effects of inrush current, and increases sensor's longevity.
- F. Shall have no leakage current to load, in manual or in Auto/Off Mode for safety purposes and shall have voltage drop protection.
- G. Where specified, wall switch sensors shall provide a field selectable option to convert sensor operation from Automatic On to Manual On.
- H. Where specified, dual relay sensors shall offer daylighting footcandle adjustment control for either or both relays.

2.5 SOURCE QUALITY CONTROL

- A. Perform full-function testing on 100% of all system components and panel assemblies at the factory.

PART 3- EXECUTION

3.1 INSTALLATION

- A. Install equipment in accordance with manufacturer's installation instructions.
- B. Provide complete installation of system in accordance with Contract Documents.
- C. Provide equipment at locations and in quantities indicated on Drawings. Provide any additional equipment required to provide control intent.

3.2 TESTING

- A. Upon completion of all wiring and after all fixtures are installed and lamped, a representative shall check the installation prior to energizing the system. Each installed occupancy sensor shall be tested in the Test Mode to see that lights turn OFF and on based on occupancy.
- B. At the time testing, the owner's representative shall be thoroughly instructed in the proper operation of the system.

END OF SECTION

SECTION 262726 - WIRING DEVICES

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. Receptacles, receptacles with integral GFCI, and associated device plates.
2. Weather-resistant receptacles.
3. Snap switches.
4. Cord and plug sets.

1.3 DEFINITIONS

- A. EMI: Electromagnetic interference.
- B. GFCI: Ground-fault circuit interrupter.
- C. Pigtail: Short lead used to connect a device to a branch-circuit conductor.
- D. RFI: Radio-frequency interference.
- E. TVSS: Transient voltage surge suppressor.
- F. UTP: Unshielded twisted pair.

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:

1. Receptacles for Owner-Furnished Equipment: Match plug configurations.
2. Cord and Plug Sets: Match equipment requirements.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.

1.6 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Manufacturers' Names: Shortened versions (shown in parentheses) of the following manufacturers' names are used in other Part 2 articles:

1. Cooper Wiring Devices; Division of Cooper Industries, Inc. (Cooper).
2. Hubbell Incorporated; Wiring Device-Kellems (Hubbell).
3. Leviton Mfg. Company Inc. (Leviton).
4. Pass & Seymour/Legrand (Pass & Seymour).

B. Source Limitations: Obtain each type of wiring device and associated wall plate from single source from single manufacturer.

2.2 GENERAL WIRING-DEVICE REQUIREMENTS

A. Wiring Devices, Components, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

B. Comply with NFPA 70.

C. Devices that are manufactured for use with modular plug-in connectors may be substituted under the following conditions:

1. Connectors shall comply with UL 2459 and shall be made with stranding building wire.
2. Devices shall comply with the requirements in this Section.

2.3 STRAIGHT-BLADE RECEPTACLES

A. Convenience Receptacles, 125 V, 20 A: Comply with NEMA WD 1, NEMA WD 6 Configuration 5-20R, UL 498, and FS W-C-596.

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

2.4 GFCI RECEPTACLES

A. General Description:

1. Straight blade, non-feed-through type.
2. Comply with NEMA WD 1, NEMA WD 6, UL 498, UL 943 Class A, and FS W-C-596.
3. Include indicator light that shows when the GFCI has malfunctioned and no longer provides proper GFCI protection.

B. Duplex GFCI Convenience Receptacles, 125 V, 20 A:

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

2.5 CORD AND PLUG SETS

A. Description:

1. Match voltage and current ratings and number of conductors to requirements of equipment being connected.
2. Cord: Rubber-insulated, stranded-copper conductors, with Type SOW-A jacket; with green-insulated grounding conductor and ampacity of at least 130 percent of the equipment rating.
3. Plug: Nylon body and integral cable-clamping jaws. Match cord and receptacle type for connection.

2.6 TOGGLE SWITCHES

A. Comply with NEMA WD 1, UL 20, and FS W-S-896.

B. Switches, 120/277 V, 20 A:

1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

2.7 WALL-BOX DIMMERS

A. Control: Continuously adjustable slider; with single-pole or three-way switching. Comply with UL 1472.

2.8 WALL PLATES

A. Single and combination types shall match corresponding wiring devices.

1. Plate-Securing Screws: Metal with head color to match plate finish.
2. Material for Finished Spaces: Smooth, high-impact thermoplastic.
3. Material for Unfinished Spaces: Stainless steel.
4. Material for Damp Locations: Cast aluminum with spring-loaded lift cover and listed and labeled for use in wet and damp locations.

B. Wet-Location, Weatherproof Cover Plates: NEMA 250, complying with Type 3R, weather-resistant, die-cast aluminum with lockable cover.

2.9 FLOOR SERVICE FITTINGS

A. Type: Modular, flush-type, dual-service units suitable for wiring method used.

B. Compartments: Barrier separates power from voice and data communication cabling.

C. Service Plate: Round, die-cast aluminum with satin finish.

D. Power Receptacle: NEMA WD 6 Configuration 5-20R, gray finish, unless otherwise indicated.

E. Voice and Data Communication Outlet: Two modular, keyed, color-coded, RJ-45 jacks for UTP cable complying with requirements in Section 271500 "Communications Horizontal Cabling."

2.10 FINISHES

A. Device Color:

1. Wiring Devices Connected to Normal Power System: As selected by Architect unless otherwise indicated or required by NFPA 70 or device listing.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Comply with NECA 1, including mounting heights listed in that standard, unless otherwise indicated.

B. Coordination with Other Trades:

1. Protect installed devices and their boxes. Do not place wall finish materials over device boxes and do not cut holes for boxes with routers that are guided by riding against outside of boxes.
2. Keep outlet boxes free of plaster, drywall joint compound, mortar, cement, concrete, dust, paint, and other material that may contaminate the raceway system, conductors, and cables.
3. Install device boxes in brick or block walls so that the cover plate does not cross a joint unless the joint is troweled flush with the face of the wall.
4. Install wiring devices after all wall preparation, including painting, is complete.

C. Conductors:

1. Do not strip insulation from conductors until right before they are spliced or terminated on devices.
2. Strip insulation evenly around the conductor using tools designed for the purpose. Avoid scoring or nicking of solid wire or cutting strands from stranded wire.
3. The length of free conductors at outlets for devices shall meet provisions of NFPA 70, Article 300, without pigtailed.

D. Device Installation:

1. Replace devices that have been in temporary use during construction and that were installed before building finishing operations were complete.
2. Keep each wiring device in its package or otherwise protected until it is time to connect conductors.
3. Do not remove surface protection, such as plastic film and smudge covers, until the last possible moment.
4. Connect devices to branch circuits using pigtailed that are not less than 6 inches (152 mm) in length.
5. When there is a choice, use side wiring with binding-head screw terminals. Wrap solid conductor tightly clockwise, two-thirds to three-fourths of the way around terminal screw.
6. Use a torque screwdriver when a torque is recommended or required by manufacturer.
7. When conductors larger than No. 12 AWG are installed on 15- or 20-A circuits, splice No. 12 AWG pigtailed for device connections.
8. Tighten unused terminal screws on the device.
9. When mounting into metal boxes, remove the fiber or plastic washers used to hold device-mounting screws in yokes, allowing metal-to-metal contact.

E. Receptacle Orientation:

1. Install ground pin of vertically mounted receptacles down, and on horizontally mounted receptacles to the right.
- F. Device Plates: Do not use oversized or extra-deep plates. Repair wall finishes and remount outlet boxes when standard device plates do not fit flush or do not cover rough wall opening.
- G. Dimmers:
 1. Install dimmers within terms of their listing.
 2. Install unshared neutral conductors on line and load side of dimmers according to manufacturers' device listing conditions in the written instructions.
- H. Arrangement of Devices: Unless otherwise indicated, mount flush, with long dimension vertical and with grounding terminal of receptacles on top. Group adjacent switches under single, multigang wall plates.
- I. Adjust locations of floor service outlets and service poles to suit arrangement of partitions and furnishings.

3.2 GFCI RECEPTACLES

- A. Install non-feed-through-type GFCI receptacles where protection of downstream receptacles is not required.

3.3 IDENTIFICATION

- A. Identify each receptacle with panelboard identification and circuit number. Use hot, stamped, or engraved machine printing with black-filled lettering on face of plate, and durable wire markers or tags inside outlet boxes.

3.4 FIELD QUALITY CONTROL

- A. Test straight-blade for the retention force of the grounding blade according to NFPA 99. Retention force shall be not less than 4 oz. (115 g).
- B. Wiring device will be considered defective if it does not pass tests and inspections.
- C. Prepare test and inspection reports.

END OF SECTION 262726

SECTION 264700 - PANELBOARDS

PART 1 GENERAL

1.01 WORK INCLUDED

- A. Branch circuit panelboards

1.02 RELATED WORK

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.03 REFERENCES

- A. NECA (National Electrical Contractors Assoc.) "Standard of Installation".
- B. FS W-C-375 - Circuit Breakers, Molded Case, Branch Circuit and Service.
- C. NEMA AB 1 - Molded Case Circuit Breakers.
- D. NEMA KS 1 - Enclosed Switches.
- E. NEMA PB 1 - Panelboards.
- F. NEMA PB 1.1 - Instructions for Safe Installation, Operation and Maintenance of Panelboards Rated 600 Volts or Less.
- G. NEMA PB 1.2 - Application Guide for Ground-Fault Protective Devices for Equipment.
- H. NFPA 70 - National Electrical Code.

1.04 SUBMITTALS

- A. Submit shop drawings for equipment and component devices.
- B. Include outline and support point dimensions, voltage, main bus ampacity, integrated short circuit ampere rating, circuit breaker and fusible switch arrangement and sizes.

1.05 SPARE PARTS

- A. Keys: Furnish 4 each to Owner.

PART 2 PRODUCTS

2.01 PANELBOARDS

Branch Circuit Panelboards

1. Lighting and Appliance Branch Circuit Panelboards: NEMA PB 1; circuit breaker type. FS W-P-115; Type I, Class 1.
2. Enclosure: NEMA PB 1; Type 1.
3. Cabinet Size: 6 inches deep; 20 inches wide for 240 volt and less panelboards.
4. Provide surface cabinet front with concealed trip clamps, concealed hinge and flush lock all keyed

alike. Finish in manufacturer's standard gray enamel.

5. Provide panelboards with aluminum bus, ratings as scheduled on Drawings. Provide copper ground bus in all panelboards.
6. Molded Case Circuit Breakers: NEMA AB 1 FS W-C- 375; bolt-on type thermal magnetic trip circuit breakers, with common trip handle for all poles. Provide circuit breakers UL listed as Type SWD for lighting circuits. Provide UL Class A ground fault interrupter circuit breakers where scheduled on Drawings.
7. Current Limiting Molded Case Circuit Breakers: NEMA AB 1 FS W-C-375; provide circuit breakers with integral thermal and instantaneous magnetic trip in each pole, coordinated with automatically resetting current limiting elements in each pole. Interrupting rating 100,000 symmetrical amperes, let-through current and energy level less than permitted for same size Class RK-5 fuse.
8. Provide circuit breaker accessory trip units and auxiliary contacts as indicated.

PART 3 EXECUTION

3.01 INSTALLATION

- A. Install panelboards plumb and flush with wall finishes, in conformance with NEMA PB 1.1.
- B. Height: 6 feet to top of panelboard maximum.
- C. Provide filler plates for unused spaces in panelboards.
- D. Provide typed or neatly handwritten circuit directory for each branch circuit panelboard. Revise directory to reflect circuiting changes required to balance phase loads. Label Panels per Section 261950.
- E. Provide 6 – 1" EMT conduits from recessed panelboards to accessible point above the ceiling wherever possible.

3.02 FIELD QUALITY CONTROL

- A. Measure steady state load currents at each panelboard feeder. Should the difference at any panelboard between phases exceed 20 percent, rearrange circuits in the panelboard to balance the phase loads within 20 percent. Take care to maintain proper phasing for multi-wire branch circuits.
- B. Visual and Mechanical Inspection: Inspect for physical damage, proper alignment, anchorage, and grounding. Check proper installation and tightness of connections for circuit breakers, fusible switches, and fuses.

*** END OF SECTION ***

SECTION 265100 - INTERIOR LIGHTING

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 lighting fixtures, LEDs and drivers.
2. Emergency lighting units.
3. Exit signs.
4. Lighting fixture supports.

1.3 DEFINITIONS

- A. CCT: Correlated color temperature.
- B. CRI: Color-rendering index.
- C. LER: Luminaire efficacy rating.
- D. Lumen: Measured output of lamp and luminaire, or both.
- E. Luminaire: Complete lighting fixture, including ballast housing if provided.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of lighting fixture, arranged in order of fixture designation. Include data on features, accessories, finishes, and the following:
 1. Physical description of lighting fixture including dimensions.
 2. Emergency lighting units including battery and charger.
 3. Energy-efficiency data.
 4. Life, output (lumens, CCT, and CRI), and energy-efficiency data for lamps.
 5. Lamp data including dimensions, color temperature and power consumption
 6. Photometric data and adjustment factors based on laboratory tests, complying with IESNA Lighting Measurements Testing & Calculation Guides, of each lighting fixture type. The adjustment factors shall be for lamps, ballasts, and accessories identical to those indicated for the lighting fixture as applied in this Project.
 - a. Testing Agency Certified Data: For indicated fixtures, photometric data shall be certified by a qualified independent testing agency. Photometric data for remaining fixtures shall be certified by manufacturer.

b. Manufacturer Certified Data: Photometric data shall be certified by a manufacturer's laboratory with a current accreditation under the National Voluntary Laboratory Accreditation Program for Energy Efficient Lighting Products.

B. Installation instructions.

1.5 CLOSEOUT SUBMITTALS

A. Operation and Maintenance Data: For lighting equipment and fixtures to include in emergency, operation, and maintenance manuals.

1. Provide a list of all lamp types used on Project; use ANSI and manufacturers' codes.

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. Lamps: 10 of each type and rating installed. Furnish at least one of each type.
2. Plastic Diffusers and Lenses: One of each type and rating installed. Furnish at least one of each type.
3. Ballasts: 2 of each type and rating installed. Furnish at least one of each type.
4. Globes and Guards: 1 of each type and rating installed. Furnish at least one of each type.

1.7 QUALITY ASSURANCE

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. Comply with NFPA 70.

1.8 COORDINATION

A. Coordinate layout and installation of lighting fixtures and suspension system with other construction that penetrates ceilings or is supported by them, including HVAC equipment, fire-suppression system, and partition assemblies.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, product(s) indicated on Drawings.

2.2 GENERAL REQUIREMENTS FOR LIGHTING FIXTURES AND COMPONENTS

A. Recessed Fixtures: Comply with NEMA LE 4 for ceiling compatibility for recessed fixtures.

- B. Metal Parts: Free of burrs and sharp corners and edges.
- C. Sheet Metal Components: Steel unless otherwise indicated. Form and support to prevent warping and sagging.
- D. 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.
- E. Diffusers and Globes:
 - 1. Acrylic Lighting Diffusers: 100 percent virgin acrylic plastic. High resistance to yellowing and other changes due to aging, exposure to heat, and UV radiation.
 - a. Lens Thickness: At least 0.125 inch (3.175 mm) minimum unless otherwise indicated.
 - b. UV stabilized.
 - 2. Glass: Annealed crystal glass unless otherwise indicated.

2.3 LEDs:

- 1. The light source of the luminaires shall consist of LED arrays or bars. If required, the LED arrays or bars shall be removable.
- 2. The LEDs shall be either white or RGB, according to the light fixture schedule and Drawings. For luminaires specified with white light, it is not acceptable to provide RGB LEDs mixed to produce white light.
- 3. Refer to the light fixture schedule and Drawings for the specified correlated color temperature (CCT) of each luminaire.
- 4. Individual LEDs shall be binned by manufacturer to comply with ANSI C78.377.
- 5. The LEDs shall be manufactured by Cree, Philips, Toshiba, Osram, Samsung, or Nichia, unless otherwise noted.

2.4 DRIVERS:

- 1. The driver or power supply for the luminaire shall be modular and replaceable.
- 2. The rated life of the driver shall match the rated life of the LEDs and luminaire.
- 3. In general, the drive current rating of the driver shall be minimized, while still maintaining the required lumen output, to improve luminaire efficiency and life.
- 4. The driver shall meet the emission standards of IEC EN-61000-6-3 at a minimum. For healthcare or other applications with EMI sensitive equipment, provide drivers that meet more stringent standards as required.

2.5 EXIT SIGNS

- A. General Requirements for Exit Signs: Comply with UL 924; for sign colors, visibility, luminance, and lettering size, comply with authorities having jurisdiction.
- B. Internally Lighted Signs:
 - 1. Lamps for AC Operation: LEDs, 50,000 hours minimum rated lamp life.

2. Self-Powered Exit Signs (Battery Type): Integral automatic charger in a self-contained power pack.
 - a. Battery: Sealed, maintenance-free, nickel-cadmium type.
 - b. Charger: Fully automatic, solid-state type with sealed transfer relay.
 - c. Operation: Relay automatically energizes lamp from battery when circuit voltage drops to 80 percent of nominal voltage or below. When normal voltage is restored, relay disconnects lamps from battery, and battery is automatically recharged and floated on charger.
 - d. Test Push Button: Push-to-test type, in unit housing, simulates loss of normal power and demonstrates unit operability.
 - e. LED Indicator Light: Indicates normal power on. Normal glow indicates trickle charge; bright glow indicates charging at end of discharge cycle.

2.6 EMERGENCY LIGHTING UNITS

- A. General Requirements for Emergency Lighting Units: Self-contained units complying with UL 924.
 1. Battery: Sealed, maintenance-free, lead-acid type.
 2. Charger: Fully automatic, solid-state type with sealed transfer relay.
 3. Operation: Relay automatically turns lamp on when power-supply circuit voltage drops to 80 percent of nominal voltage or below. Lamp automatically disconnects from battery when voltage approaches deep-discharge level. When normal voltage is restored, relay disconnects lamps from battery, and battery is automatically recharged and floated on charger.
 4. Test Push Button: Push-to-test type, in unit housing, simulates loss of normal power and demonstrates unit operability.
 5. LED Indicator Light: Indicates normal power on. Normal glow indicates trickle charge; bright glow indicates charging at end of discharge cycle.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Lighting fixtures:
 1. Set level, plumb, and square with ceilings and walls unless otherwise indicated.
 2. Install lamps in each luminaire.
- B. Temporary Lighting: If it is necessary, and approved by Architect, to use permanent luminaires for temporary lighting, install and energize the minimum number of luminaires necessary. When construction is sufficiently complete, remove the temporary luminaires, disassemble, clean thoroughly, install new lamps, and reinstall.
- C. Suspended Lighting Fixture Support:
 1. Pendants and Rods: Where longer than 48 inches (1200 mm), brace to limit swinging.
 2. Stem-Mounted, Single-Unit Fixtures: Suspend with twin-stem hangers.
 3. Continuous Rows: Use tubing or stem for wiring at one point and tubing or rod for suspension for each unit length of fixture chassis, including one at each end.
 4. Do not use grid as support for pendant luminaires. Connect support wires or rods to building structure.

- D. Connect wiring according to Section 260519 "Low-Voltage Electrical Power Conductors and Cables."

3.2 IDENTIFICATION

- A. Install labels with panel and circuit numbers on concealed junction and outlet boxes. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems."

3.3 FIELD QUALITY CONTROL

- A. Test for Emergency Lighting: Interrupt power supply to demonstrate proper operation. Verify transfer from normal power to battery and retransfer to normal.

3.4 ADJUSTING

- A. Occupancy Adjustments: When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting aimable luminaires to suit actual occupied conditions. Provide up to two visits to Project during other-than-normal occupancy hours for this purpose. Some of this work may be required after dark.

- 1. Adjust aimable luminaires in the presence of Architect.

END OF SECTION 265100

SECTION 271500 - COMMUNICATIONS HORIZONTAL CABLING

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. UTP cabling.
2. Coaxial Cable
3. Cable connecting hardware, patch panels, and cross-connects.
4. Telecommunications outlet/connectors.
5. Cabling system identification products.

1.3 DEFINITIONS

- A. BICSI: Building Industry Consulting Service International.
- B. Cross-Connect: A facility enabling the termination of cable elements and their interconnection or cross-connection.
- C. EMI: Electromagnetic interference.
- D. IDC: Insulation displacement connector.
- E. LAN: Local area network.
- F. Outlet/Connectors: A connecting device in the work area on which horizontal cable or outlet cable terminates.
- G. RCDD: Registered Communications Distribution Designer.
- H. UTP: Unshielded twisted pair.

1.4 ADMINISTRATIVE REQUIREMENTS

- A. Coordinate layout and installation of telecommunications cabling with Owner's telecommunications and LAN equipment and service suppliers.
- B. Coordinate telecommunications outlet/connector locations with location of power receptacles at each work area.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.

1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer, qualified layout technician, installation supervisor, and field inspector.
- B. Source quality-control reports.
- C. Field quality-control reports.

1.7 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. Patch-Panel Units: One of each type.
 - 2. Connecting Blocks: One of each type.
 - 3. Device Plates: One of each type.

1.8 QUALITY ASSURANCE

- A. Installer Qualifications: Cabling Installer must have personnel certified by BICSI on staff.
 - 1. Layout Responsibility: Preparation of Shop Drawings and Cabling Administration Drawings an RCDD.
 - 2. Installation Supervision: Installation shall be under the direct supervision of Registered Technician, who shall be present at all times when Work of this Section is performed at Project site.
 - 3. Testing Supervisor: Currently certified by BICSI as an RCDD to supervise on-site testing.

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Test cables upon receipt at Project site.
 - 1. Test each pair of UTP cable for open and short circuits.

PART 2 - PRODUCTS

2.1 HORIZONTAL CABLING DESCRIPTION

- A. Horizontal cable and its connecting hardware provide the means of transporting signals between the telecommunications outlet/connector and the horizontal cross-connect located in the communications equipment room. This cabling and its connecting hardware are called a "permanent link," a term that is used in the testing protocols.
 - 1. TIA/EIA-568-B.1 requires that a minimum of two telecommunications outlet/connectors be installed for each work area.

2. Horizontal cabling shall contain no more than one transition point or consolidation point between the horizontal cross-connect and the telecommunications outlet/connector.
3. Bridged taps and splices shall not be installed in the horizontal cabling.

B. The maximum allowable horizontal cable length is 295 feet (90 m). This maximum allowable length does not include an allowance for the length of 16 feet (4.9 m) to the workstation equipment or in the horizontal cross-connect.

2.2 PERFORMANCE REQUIREMENTS

- A. General Performance: Horizontal cabling system shall comply with transmission standards in TIA/EIA-568-B.1 when tested according to test procedures of this standard.
- B. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.
 1. Flame-Spread Index: 25 or less.
 2. Smoke-Developed Index: 50 or less.
- C. 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.
- D. Grounding: Comply with J-STD-607-A.

2.3 UTP CABLE

- A. Description: 100-ohm, four-pair UTP, covered with a blue thermoplastic jacket.
 1. Comply with ICEA S-90-661 for mechanical properties.
 2. Comply with TIA/EIA-568-B.1 for performance specifications.
 3. Comply with TIA/EIA-568-B.2, **Category 6**.
 4. Listed and labeled by an NRTL acceptable to authorities having jurisdiction as complying with UL 444 and NFPA 70 for the following types:
 - a. Communications, General Purpose: Type CM or CMG.
 - b. Communications, Plenum Rated: Type CMP, complying with NFPA 262.
 - c. Communications, Riser Rated: Type CMR, complying with UL 1666.
 - d. Communications, Limited Purpose: Type CMX.
 - e. Multipurpose: Type MP or MPG.
 - f. Multipurpose, Plenum Rated: Type MPP, complying with NFPA 262.
 - g. Multipurpose, Riser Rated: Type MPR, complying with UL 1666.

2.4 UTP CABLE HARDWARE

- A. General Requirements for Cable Connecting Hardware: Comply with TIA/EIA-568-B.2, IDC type, with modules designed for punch-down caps or tools. Cables shall be terminated with connecting hardware of same category or higher.
- B. Connecting Blocks: 110-style IDC for **Category 6**. Provide blocks for the number of cables terminated on the block, plus 25 percent spare. Integral with connector bodies, including plugs and jacks where indicated.

- C. Cross-Connect: Modular array of connecting blocks arranged to terminate building cables and permit interconnection between cables.
- D. 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.
- E. Jacks and Jack Assemblies: Modular, color-coded, eight-position modular receptacle units with integral IDC-type terminals.
 - 1. Patch cords shall have bend-relief-compliant boots and color-coded icons to ensure **Category 6** performance. Patch cords shall have latch guards to protect against snagging.

2.5 COAXIAL CABLE

- A. The drop cable shall be plenum rated RG-6U with 100% shielding. The cable shall be West Penn Wire 25841 or approved equal.

2.6 TELECOMMUNICATIONS OUTLET/CONNECTORS

- A. Jacks: 100-ohm, balanced, twisted-pair connector; four-pair, eight-position modular. Comply with TIA/EIA-568-B.1.
- B. Workstation Outlets: Port-connector assemblies, with quantities shown on drawings, mounted in single faceplate.
 - 1. Faceplate: Coordinate color with Section 262726 "Wiring Devices."
 - 2. For use with snap-in jacks accommodating any combination of UTP.
 - 3. Legend: Machine printed, in the field, using adhesive-tape label.
 - 4. Legend: Snap-in, clear-label covers and machine-printed paper inserts.

2.7 GROUNDING

- A. Comply with requirements in Section 260526 "Grounding and Bonding for Electrical Systems" for grounding conductors and connectors.
- B. Comply with J-STD-607-A.

2.8 IDENTIFICATION PRODUCTS

- A. Comply with TIA/EIA-606-A and UL 969 for labeling materials, including label stocks, laminating adhesives, and inks used by label printers.
- B. Comply with requirements in Section 260553 "Identification for Electrical Systems."

PART 3 - EXECUTION

3.1 WIRING METHODS

- A. Install cables in pathways and cable trays except within consoles, cabinets, desks, and counters and except in accessible ceiling spaces and in gypsum board partitions where unenclosed wiring method may be used. Conceal pathways and cables except in unfinished spaces.
 1. Install plenum cable in environmental air spaces, including plenum ceilings.
- B. Conceal conductors and cables in accessible ceilings, walls, and floors where possible.
- C. Wiring within Enclosures:
 1. Bundle, lace, and train conductors to terminal points with no excess and without exceeding manufacturer's limitations on bending radii.
 2. Install lacing bars and distribution spools.
 3. Install conductors parallel with or at right angles to sides and back of enclosure.

3.2 INSTALLATION OF CABLES

- A. Comply with NECA 1.
- B. General Requirements for Cabling:
 1. Comply with TIA/EIA-568-B.1.
 2. Comply with BICSI ITSIM, Ch. 6, "Cable Termination Practices."
 3. Install 110-style IDC termination hardware unless otherwise indicated.
 4. Terminate conductors; no cable shall contain unterminated elements. Make terminations only at indicated outlets, terminals, cross-connects, and patch panels.
 5. Cables may not be spliced. Secure and support cables at intervals not exceeding 30 inches (760 mm) and not more than 6 inches (150 mm) from cabinets, boxes, fittings, outlets, racks, frames, and terminals.
 6. Install lacing bars to restrain cables, to prevent straining connections, and to prevent bending cables to smaller radii than minimums recommended by manufacturer.
 7. Bundle, lace, and train conductors to terminal points without exceeding manufacturer's limitations on bending radii, but not less than radii specified in BICSI ITSIM, "Cabling Termination Practices" Chapter. Install lacing bars and distribution spools.
 8. Do not install bruised, kinked, scored, deformed, or abraded cable. Do not splice cable between termination, tap, or junction points. Remove and discard cable if damaged during installation and replace it with new cable.
 9. In the communications equipment room, install a 10-foot- (3-m-) long service loop on each end of cable.
 10. Pulling Cable: Comply with BICSI ITSIM, Ch. 4, "Pulling Cable." Monitor cable pull tensions.
- C. UTP Cable Installation:
 1. Comply with TIA/EIA-568-B.2.
 2. Do not untwist UTP cables more than 1/2 inch (12 mm) from the point of termination to maintain cable geometry.
- D. Open-Cable Installation:

1. Install cabling with horizontal and vertical cable guides in telecommunications spaces with terminating hardware and interconnection equipment.
2. Suspend UTP cable not in a wireway or pathway a minimum of 8 inches (200 mm) above ceilings by cable supports not more than 60 inches (1524 mm) apart.
3. Cable shall not be run through structural members or in contact with pipes, ducts, or other potentially damaging items.

E. Group connecting hardware for cables into separate logical fields.

F. Separation from EMI Sources:

1. Comply with BICSI TDMM and TIA-569-B for separating unshielded copper voice and data communication cable from potential EMI sources, including electrical power lines and equipment.
2. Separation between open communications cables or cables in nonmetallic raceways and unshielded power conductors and electrical equipment shall be as follows:
 - a. Electrical Equipment Rating Less Than 2 kVA: A minimum of 5 inches (127 mm).
 - b. Electrical Equipment Rating between 2 and 5 kVA: A minimum of 12 inches (300 mm).
 - c. Electrical Equipment Rating More Than 5 kVA: A minimum of 24 inches (610 mm).
3. Separation between communications cables in grounded metallic raceways and unshielded power lines or electrical equipment shall be as follows:
 - a. Electrical Equipment Rating Less Than 2 kVA: A minimum of 2-1/2 inches (64 mm).
 - b. Electrical Equipment Rating between 2 and 5 kVA: A minimum of 6 inches (150 mm).
 - c. Electrical Equipment Rating More Than 5 kVA: A minimum of 12 inches (300 mm).
4. Separation between communications cables in grounded metallic raceways and power lines and electrical equipment located in grounded metallic conduits or enclosures shall be as follows:
 - a. Electrical Equipment Rating Less Than 2 kVA: No requirement.
 - b. Electrical Equipment Rating between 2 and 5 kVA: A minimum of 3 inches (76 mm).
 - c. Electrical Equipment Rating More Than 5 kVA: A minimum of 6 inches (150 mm).
5. Separation between Communications Cables and Electrical Motors and Transformers, 5 kVA or HP and Larger: A minimum of 48 inches (1200 mm).
6. Separation between Communications Cables and Fluorescent Fixtures: A minimum of 5 inches (127 mm).

3.3 FIRESTOPPING

- A. Comply with requirements in Section 078413 "Penetration Firestopping."
- B. Comply with TIA-569-B, Annex A, "Firestopping."
- C. Comply with BICSI TDMM, "Firestopping Systems" Article.

3.4 GROUNDING

- A. Install grounding according to BICSI TDMM, "Grounding, Bonding, and Electrical Protection" Chapter.
- B. Comply with J-STD-607-A.

- C. Locate grounding bus bar to minimize the length of bonding conductors. Fasten to wall allowing at least 2-inch (50-mm) clearance behind the grounding bus bar. Connect grounding bus bar with a minimum No. 4 AWG grounding electrode conductor from grounding bus bar to suitable electrical building ground.
- D. Bond metallic equipment to the grounding bus bar, using not smaller than No. 6 AWG equipment grounding conductor.

3.5 IDENTIFICATION

- A. Identify system components, wiring, and cabling complying with TIA/EIA-606-A. Comply with requirements for identification specified in Section "Identification for Electrical Systems."
- B. Cable Schedule: Post in prominent location in each equipment room and wiring closet. List incoming and outgoing cables and their designations, origins, and destinations. Protect with rigid frame and clear plastic cover. Furnish an electronic copy of final comprehensive schedules for Project.
- C. Cabling Administration Drawings: Show building floor plans with cabling administration-point labeling. Identify labeling convention and show labels for telecommunications closets, terminal hardware and positions, horizontal cables, work areas and workstation terminal positions, grounding buses and pathways, and equipment grounding conductors. Follow convention of TIA/EIA-606-A. Furnish electronic record of all drawings, in software and format selected by Owner.
- D. Cable and Wire Identification:
 - 1. Label each cable within 4 inches (100 mm) of each termination and tap, where it is accessible in a cabinet or junction or outlet box, and elsewhere as indicated.
 - 2. Each wire connected to building-mounted devices is not required to be numbered at device if color of wire is consistent with associated wire connected and numbered within panel or cabinet.
 - 3. Exposed Cables and Cables in Cable Trays and Wire Troughs: Label each cable at intervals not exceeding 15 feet (4.5 m).
 - 4. Label each terminal strip and screw terminal in each cabinet, rack, or panel.
 - a. Individually number wiring conductors connected to terminal strips and identify each cable or wiring group being extended from a panel or cabinet to a building-mounted device shall be identified with name and number of particular device as shown.
 - b. Label each unit and field within distribution racks and frames.
- 5. Identification within Connector Fields in Equipment Rooms and Wiring Closets: Label each connector and each discrete unit of cable-terminating and connecting hardware. Where similar jacks and plugs are used for both voice and data communication cabling, use a different color for jacks and plugs of each service.
- E. Labels shall be preprinted or computer-printed type with printing area and font color that contrasts with cable jacket color but still complies with requirements in TIA/EIA-606-A.
 - 1. Cables use flexible vinyl or polyester that flex as cables are bent.

3.6 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
 - 1. Visually inspect UTP and optical fiber cable jacket materials for NRTL certification markings. Inspect cabling terminations in communications equipment rooms for compliance with color-

coding for pin assignments and inspect cabling connections for compliance with TIA/EIA-568-B.1.

2. Visually confirm **Category 6**, marking of outlets, cover plates, outlet/connectors, and patch panels.
3. Visually inspect cable placement, cable termination, grounding and bonding, equipment and patch cords, and labeling of all components.

B. End-to-end cabling will be considered defective if it does not pass tests and inspections.

C. Prepare test and inspection reports.

END OF SECTION 271500

SECTION 283111 - DIGITAL, ADDRESSABLE FIRE-ALARM SYSTEM

PART 1 - GENERAL

1.1 SUMMARY

- A. Section Includes:
 - 1. Manual fire-alarm boxes.
 - 2. System smoke detectors.
 - 3. Heat detectors.
 - 4. Notification appliances.
 - 5. Magnetic door holders.
 - 6. Addressable interface device.

1.2 SYSTEM DESCRIPTION

- A. Noncoded, addressable system, with multiplexed signal transmission, dedicated to fire-alarm service only. **Expand existing fire alarm system to include new devices indicated on drawings.**

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For fire-alarm system. Include plans, elevations, sections, details, and attachments to other work.
 - 1. Comply with recommendations in the "Documentation" Section of the "Fundamentals of Fire Alarm Systems" Chapter in NFPA 72.
 - 2. Include voltage drop calculations for notification appliance circuits.
 - 3. Include battery-size calculations.
 - 4. Include performance parameters and installation details for each detector, verifying that each detector is listed for complete range of air velocity, temperature, and humidity possible when air-handling system is operating.
 - 5. Include plans, sections, and elevations of heating, ventilating, and air-conditioning ducts, drawn to scale and coordinating installation of duct smoke detectors and access to them. Show critical dimensions that relate to placement and support of sampling tubes, detector housing, and remote status and alarm indicators. Locate detectors according to manufacturer's written recommendations.
- C. General Submittal Requirements:
 - 1. Submittals shall be approved by authorities having jurisdiction prior to submitting them to Architect.
 - 2. Shop Drawings shall be prepared by persons with the following qualifications:
 - a. Trained and certified by manufacturer in fire-alarm system design.
 - b. NICET-certified fire-alarm technician, Level III minimum.

1.4 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For qualified Installer.
- B. Field quality-control reports.

1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For fire-alarm systems and components to include in emergency, operation, and maintenance manuals.
- B. Software and Firmware Operational Documentation:
 - 1. Software operating and upgrade manuals.
 - 2. Program Software Backup: On magnetic media or compact disk, complete with data files.
 - 3. Device address list.
 - 4. Printout of software application and graphic screens.

1.6 QUALITY ASSURANCE

- A. Installer Qualifications: Personnel shall be trained and certified by manufacturer for installation of units required for this Project.
- B. Installer Qualifications: Installation shall be by personnel certified by NICET as fire-alarm Level II technician.
- C. Source Limitations for Fire-Alarm System and Components: Obtain fire-alarm system from single source from single manufacturer. Components shall be compatible with, and operate as, an extension of existing system.
- D. 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.

1.7 SOFTWARE SERVICE AGREEMENT

- A. Comply with UL 864.
- B. Technical Support: Beginning with Substantial Completion, provide software support for two years.
- C. Upgrade Service: Update software to latest version at Project completion. Install and program software upgrades that become available within two years from date of Substantial Completion. Upgrading software shall include operating system. Upgrade shall include new or revised licenses for use of software.
 - 1. Provide 30 days' notice to Owner to allow scheduling and access to system and to allow Owner to upgrade computer equipment if necessary.

PART 2 - PRODUCTS

2.1 MANUAL FIRE-ALARM BOXES

- A. General Requirements for Manual Fire-Alarm Boxes: Comply with UL 38. Boxes shall be finished in red with molded, raised-letter operating instructions in contrasting color; shall show visible indication of operation; and shall be mounted on recessed outlet box. If indicated as surface mounted, provide manufacturer's surface back box.
 - 1. Double-action mechanism requiring two actions to initiate an alarm, pull-lever type; with integral addressable module arranged to communicate manual-station status (normal, alarm, or trouble) to fire-alarm control unit.
 - 2. Station Reset: Key- or wrench-operated switch.

2.2 SYSTEM SMOKE DETECTORS

A. General Requirements for System Smoke Detectors:

- 1. Comply with UL 268; operating at 24-V dc, nominal.
- 2. Detectors shall be four-wire type.
- 3. Integral Addressable Module: Arranged to communicate detector status (normal, alarm, or trouble) to fire-alarm control unit.
- 4. Base Mounting: Detector and associated electronic components shall be mounted in a twist-lock module that connects to a fixed base. Provide terminals in the fixed base for connection to building wiring.
- 5. Self-Restoring: Detectors do not require resetting or readjustment after actuation to restore them to normal operation.
- 6. Integral Visual-Indicating Light: LED type indicating detector has operated and power-on status.

B. Photoelectric Smoke Detectors:

- 1. Detector address shall be accessible from fire-alarm control unit and shall be able to identify the detector's location within the system and its sensitivity setting.
- 2. An operator at fire-alarm control unit, having the designated access level, shall be able to manually access the following for each detector:
 - a. Primary status.
 - b. Device type.
 - c. Present average value.
 - d. Present sensitivity selected.
 - e. Sensor range (normal, dirty, etc.).

C. Duct Smoke Detectors: Photoelectric type complying with UL 268A.

- 1. Detector address shall be accessible from fire-alarm control unit and shall be able to identify the detector's location within the system and its sensitivity setting.
- 2. An operator at fire-alarm control unit, having the designated access level, shall be able to manually access the following for each detector:
 - a. Primary status.
 - b. Device type.
 - c. Present average value.
 - d. Present sensitivity selected.

- e. Sensor range (normal, dirty, etc.).
3. Weatherproof Duct Housing Enclosure: NEMA 250, Type 4X; NRTL listed for use with the supplied detector.
4. Each sensor shall have multiple levels of detection sensitivity.
5. Sampling Tubes: Design and dimensions as recommended by manufacturer for specific duct size, air velocity, and installation conditions where applied.
6. Relay Fan Shutdown: Rated to interrupt fan motor-control circuit.

2.3 HEAT DETECTORS

- A. General Requirements for Heat Detectors: Comply with UL 521.
- B. Heat Detector, Combination Type: Actuated by either a fixed temperature of 135 deg F (57 deg C) or a rate of rise that exceeds 15 deg F (8 deg C) per minute unless otherwise indicated.
 1. Mounting: Twist-lock base interchangeable with smoke-detector bases.
 2. Integral Addressable Module: Arranged to communicate detector status (normal, alarm, or trouble) to fire-alarm control unit.

2.4 NOTIFICATION APPLIANCES

- A. General Requirements for Notification Appliances: Connected to notification appliance signal circuits, zoned as indicated, equipped for mounting as indicated and with screw terminals for system connections.
 1. Combination Devices: Factory-integrated audible and visible devices in a single-mounting assembly, equipped for mounting as indicated and with screw terminals for system connections.
- B. Horns: Electric-vibrating-polarized type, 24-V dc; with provision for housing the operating mechanism behind a grille. Comply with UL 464. Horns shall produce a sound-pressure level of 90 dBA, measured 10 feet (3 m) from the horn, using the coded signal prescribed in UL 464 test protocol.
- C. Mini-horns in sleeping rooms: UL Listed low frequency mini horns shall be furnished and installed where indicated on plans and drawings in accordance with NFPA 72 and all applicable local codes and standards and as required by the local AHJ. The device shall be designed for indoor use in fire protective signalling systems for commercial or residential use for compliance to NFPA 13, 13D, 13R and NFPA 72. The units shall have two audibility options and an option to switch between a temporal three pattern, temporal four pattern, non-temporal coded pattern, and a non-temporal (continuous) pattern. These options are set by a multiple position switch. The 520 Hz sounder shall operate on a coded or non-coded power supply. The 520 Hz sounder shall mount to a standard 4 x 4 x 1½ -inch back box, 4-inch octagon back box, double gang back box, or a single-gang 2 x 4 x 17/8-inch back box. The notification appliance circuit wiring shall terminate at the mounting plate.
- D. Mini-horns: UL Listed mini horns shall be furnished and installed where indicated on plans and drawings in accordance with NFPA 72 and all applicable local codes and standards and as required by the local AHJ. The device shall be designed for indoor use in fire protective signaling systems for commercial or residential use for compliance to NFPA 13, 13D, 13R and NFPA 72. The MT Mini Horn shall have the ability to operate in either a continuous horn mode or a temporal 3 horn mode. The horn shall be a Piezo Sounder type device and produce a high sound output of 87 dB for Continuous horn mode and 84 dB for Temporal 3 horn mode when measured in accordance with UL 464. Sound levels shall be 90 dB for Continuous horn mode and 91 dB for Temporal 3 horn mode when measured in accordance with ULC standards. The device shall have a low current draw of 72 mA/120 VAC. The device shall mount in a single gang electric box and suitable for mounting on the ceiling or wall.

E. Visible Notification Appliances: Xenon strobe lights comply with UL 1971, with clear or nominal white polycarbonate lens mounted on an aluminum faceplate. The word "FIRE" is engraved in minimum 1-inch- (25-mm-) high letters on the lens.

1. Rated Light Output:
 - a. General devices 15/30/75/110 cd, selectable in the field.
 - b. Sleeping area devices 135/150/177/185 cd, selectable in the field
2. Mounting: Wall mounted unless otherwise indicated.
3. For units with guards to prevent physical damage, light output ratings shall be determined with guards in place.
4. Flashing shall be in a temporal pattern, synchronized with other units.
5. Strobe Leads: Factory connected to screw terminals.
6. Mounting Faceplate: Factory finished, red.

2.5 MAGNETIC DOOR HOLDERS

- A. Description: Units are equipped for wall or floor mounting as indicated and are complete with matching doorplate.
 1. Electromagnet: Requires no more than 3 W to develop 25-lbf (111-N) holding force.
 2. Wall-Mounted Units: Flush mounted unless otherwise indicated.
 3. Rating: 24-V ac or dc.
- B. Material and Finish: Match door hardware.

2.6 ADDRESSABLE INTERFACE DEVICE

- A. Description: Microelectronic monitor module, NRTL listed for use in providing a system address for alarm-initiating devices for wired applications with normally open contacts.
- B. Integral Relay: Capable of providing a direct signal to elevator controller to initiate elevator recall or operate Fire/Smoke damper.

PART 3 - EXECUTION

3.1 EQUIPMENT INSTALLATION

- A. Comply with NFPA 72 for installation of fire-alarm equipment.
- B. Install wall-mounted equipment, with tops of cabinets not more than 72 inches (1830 mm) above the finished floor.
- C. Duct Smoke Detectors: Comply with NFPA 72 and NFPA 90A. Install sampling tubes so they extend the full width of duct.
- D. Heat Detectors in Elevator Shafts: Coordinate temperature rating and location with sprinkler rating and location.

- E. Single-Station Smoke Detectors: Where more than one smoke alarm is installed within a dwelling or suite, they shall be connected so that the operation of any smoke alarm causes the alarm in all smoke alarms to sound.
- F. Remote Status and Alarm Indicators: Install near each smoke detector and each sprinkler water-flow switch and valve-tamper switch that is not readily visible from normal viewing position.
- G. Audible Alarm-Indicating Devices: Install not less than 6 inches (150 mm) below the ceiling. Install bells and horns on flush-mounted back boxes with the device-operating mechanism concealed behind a grille.
- H. Device Location-Indicating Lights: Locate in public space near the device they monitor.

3.2 CONNECTIONS

- A. For fire-protection systems related to doors in fire-rated walls and partitions and to doors in smoke partitions, comply with requirements in Section "Door Hardware." Connect hardware and devices to fire-alarm system.
 - 1. Verify that hardware and devices are NRTL listed for use with fire-alarm system in this Section before making connections.
- B. Make addressable connections with a supervised interface device to the following devices and systems. Install the interface device less than 3 feet (1 m) from the device controlled. Make an addressable confirmation connection when such feedback is available at the device or system being controlled.
 - 1. Alarm-initiating connection to elevator recall system and components.
 - 2. Supervisory connections at valve supervisory switches.
 - 3. Supervisory connections at elevator shunt trip breaker.

3.3 IDENTIFICATION

- A. Identify system components, wiring, cabling, and terminals. Comply with requirements for identification specified in Section 260553 "Identification for Electrical Systems."
- B. Install framed instructions in a location visible from fire-alarm control unit.

3.4 GROUNDING

- A. Ground fire-alarm control unit and associated circuits; comply with IEEE 1100. Install a ground wire from main service ground to fire-alarm control unit.

3.5 FIELD QUALITY CONTROL

- A. Tests and Inspections:
 - 1. Visual Inspection: Conduct visual inspection prior to testing.
 - a. Inspection shall be based on completed Record Drawings and system documentation that is required by NFPA 72 in its "Completion Documents, Preparation" Table in the "Documentation" Section of the "Fundamentals of Fire Alarm Systems" Chapter.

- b. Comply with "Visual Inspection Frequencies" Table in the "Inspection" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA 72; retain the "Initial/Reacceptance" column and list only the installed components.
- 2. System Testing: Comply with "Test Methods" Table in the "Testing" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA 72.
- 3. Test audible appliances for the public operating mode according to manufacturer's written instructions. Perform the test using a portable sound-level meter complying with Type 2 requirements in ANSI S1.4.
- 4. Test audible appliances for the private operating mode according to manufacturer's written instructions.
- 5. Test visible appliances for the public operating mode according to manufacturer's written instructions.
- 6. Factory-authorized service representative shall prepare the "Fire Alarm System Record of Completion" in the "Documentation" Section of the "Fundamentals of Fire Alarm Systems" Chapter in NFPA 72 and the "Inspection and Testing Form" in the "Records" Section of the "Inspection, Testing and Maintenance" Chapter in NFPA 72.

- B. Reacceptance Testing: Perform reacceptance testing to verify the proper operation of added or replaced devices and appliances.
- C. Fire-alarm system will be considered defective if it does not pass tests and inspections.
- D. Prepare test and inspection reports.
- E. Maintenance Test and Inspection: Perform tests and inspections listed for weekly, monthly, quarterly, and semiannual periods. Use forms developed for initial tests and inspections.
- F. Annual Test and Inspection: One year after date of Substantial Completion, test fire-alarm system complying with visual and testing inspection requirements in NFPA 72. Use forms developed for initial tests and inspections.

END OF SECTION 283111