



# Project Manual for CCHS SECURE ENTRY VESTIBULE

12943 South 700 East  
Draper, Utah 84020

Bid Package 1



Prepared by:



233 So. Pleasant Grove Blvd., Suite 105  
Pleasant Grove, Utah 84062

CORE Project No. 24-013  
March 29, 2024

THESE SPECIFICATIONS ARE COMPLEMENTARY TO THE CONSTRUCTION DRAWINGS AND  
THE SPECIFICATIONS AND CONSTRUCTION DRAWINGS CONSTITUTE THE CONSTRUCTION  
DOCUMENTS FOR THE PROJECT

DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS

00 0001	TABLE OF CONTENTS
00 0101	PROJECT TITLE PAGE
00 0102	PROJECT DIRECTORY
00 2113	INSTRUCTIONS TO BIDDERS
00 2513	PREBID MEETINGS
	AIA A201-2017 General Conditions of the Contract for Construction
	AIA A310 – Bid Bond
	AIA A312 – Performance Bond
	AIA G701- Change Order
	AIA G702 - Application and Certificate for Payment
	AIA G703 - Continuation Page
	AIA G704 - Certificate of Substantial Completion
	AIA G706A - Contractor's Affidavit of release of Liens
	AIA G707 - Consent of Surety to Final Payment
	AIA G710 - Architect's Supplemental Instructions
	AIA G714 – Construction Change Directive
00 4113	BID FORM – STIPULATED SUM (SINGLE-PRIME CONTRACTOR)

## TABLE OF CONTENTS

### **DIVISION 00 – PROCUREMENT AND CONTRACTING REQUIREMENTS**

00 0001	TABLE OF CONTENTS
00 0101	PROJECT TITLE PAGE
00 0102	PROJECT DIRECTORY
00 2113	INSTRUCTIONS TO BIDDERS
00 2513	PREBID MEETINGS
	PROCUREMENT FORMS
	AIA A201-2017 General Conditions of the Contract for Construction
	AIA A310 Bid Bond
	AIA A312 Performance Bond
	AIA G701 Change Order
	AIA G702 Application and Certificate for Payment
	AIA G703 Continuation Page
	AIA F704 Certificate of Substantial Completion
	AIA G706A Contractor's Affidavit of release of Liens
	AIA G707 Consent of Surety to Final Payment
	AIA G710 Architect's Supplemental Instructions
	AIA G714 Construction Change Directive
00 4113	BID FORM – STIPULATED SUM (SINGLE-PRIME CONTRACTOR)

### **DIVISION 01 – GENERAL REQUIREMENTS**

01 1000	SUMMARY
01 2500	SUBSTITUTION REQUEST
	CSI Form 1.5C - Substitution Request During the Bidding Stage
	CSI Form 13.1A – Substitution request After the Bidding Stage
01 2600	CONTRACT MODIFICATION PROCEDURES
01 2900	PAYMENT PROCEDURES
01 3100	PROJECT MANAGEMENT AND COORDINATION
01 3200	CONSTRUCTION PROGRESS DOCUMENTATION
01 3233	PHOTOGRAPHIC DOCUMENTATION
01 3300	SUBMITTAL PROCEDURES
01 4000	QUALITY REQUIREMENTS
01 4200	REFERENCES
01 5000	TEMPORARY FACILITIES AND CONTROLS
01 6000	PRODUCT REQUIREMENTS
01 7300	EXECUTION
01 7329	CUTTING AND PATCHING
01 7419	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL
01 7700	CLOSEOUT PROCEDURES
01 7823	OPERATION AND MAINTENANCE DATA
01 7839	PROJECT RECORD DOCUMENTS

### **DIVISION 02 – EXISTING CONDITIONS**

02 4119	SELECTIVE DEMOLITION
---------	----------------------

### **DIVISION 03 – CONCRETE**

NOT APPLICABLE

**DIVISION 04 – MASONRY**

NOT APPLICABLE

**DIVISION 05 - METALS**

05 7510 PERFORATED METAL PANELS

**DIVISION 06 – WOOD, PLASTIC AND COMPOSITES**

NOT APPLICABLE

**DIVISION 07 – THERMAL AND MOISTURE PROTECTION**

07 6200 SHEET METAL FLASHING AND TRIM  
07 9200 JOINT SEALANTS

**DIVISION 08 - OPENINGS**

08 1113 HOLLOW METAL DOORS AND FRAMES  
08 1416 FLUSH WOOD DOORS  
08 3213 ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS  
08 7100 DOOR HARDWARE  
08 8000 GLAZING

**DIVISION 09 – FINISHES**

09 2216 NON-STRUCTURAL METAL FRAMING  
09 2900 GYPSUM BOARD  
09 9124 INTERIOR PAINTING

**DIVISION 10 – SPECIALTIES**

NOT APPLICABLE

**DIVISION 11 – EQUIPMENT**

NOT APPLICABLE

**DIVISION 12 – FURNISHINGS**

NOT APPLICABLE

**DIVISION 13 – SPECIAL CONSTRUCTION**

NOT APPLICABLE

**DIVISION 14 – CONVEYING EQUIPMENT**

NOT APPLICABLE

**DIVISION 15 – DIVISION 20**

NOT APPLICABLE

**DIVISION 21 - FIRE SUPPRESSION**

NOT APPLICABLE

**DIVISION 22 – PLUMBING**

NOT APPLICABLE

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

NOT APPLICABLE

**DIVISION 24 – DIVISION 25**

NOT APPLICABLE

**DIVISION 26 – ELECTRICAL**

26 0500	ELECTRICAL GENERAL PROVISIONS
26 0502	ELECTRICAL SUBMITTALS AND O & M MANUALS
26 0507	ELECTRICAL CONNECTIONS FOR EQUIPMENT
26 0519	CONDUCTORS AND CABLES (600V AND BELOW)
26 0526	GROUNDING
26 0529	SUPPORTING DEVICES
26 0532	CONDUIT RACEWAYS
26 0533	ELECTRICAL BOXES AND FITTINGS
26 0553	ELECTRICAL IDENTIFICATION
26 4119	DEMOLITION

**DIVISION 27– COMMUNICATIONS**

NOT APPLICABLE

**DIVISION 28 – ELECTRONIC SAFETY AND SECURITY**

28 0501	COMMON REQUIREMENTS FOR SECURITY SYSTEMS
28 2205	ACCESS CONTROL SYSTEM
28 2300	IP VIDEO SURVEILLANCE SYSTEM
28 3111	FIRE ALARM AND DETECTION SYSTEM

**DIVISION 29– DIVISION 30**

NOT APPLICABLE

**DIVISION 31 - EARTHWORK**

NOT APPLICABLE

**DIVISION 32 – EXTERIOR IMPROVEMENTS**

NOT APPLICABLE

**DIVISION 33 - UTILITIES**

NOT APPLICABLE

**DIVISION 34– DIVISION 48**

NOT APPLICABLE

**END OF TABLE OF CONTENTS**

DOCUMENT 00 0101 - PROJECT TITLE PAGE

1.1 PROJECT MANUAL – PERMIT SET

- A. Corner Canyon High School – Secure Entry Vestibule  
12943 South 700 East  
Draper, Utah 84020
- B. Owner:  
Canyon School District  
9361 South 300 East  
Sandy, Utah 84070
- C. Architect:  
CORE Architecture  
Project No. 24-013
- D. Issued: March 29, 2024
- E. Copyright 2024. All rights reserved.

END OF DOCUMENT 00 0101

## PROJECT DIRECTORY

### PART 1 - GENERAL

#### 1.01 SECTION INCLUDES

- A. Identification of project team members and their contact information.

#### 1.02 OWNER:

- A. Name: Corner Canyon School District.
  - 1. Address: 9361 South 300 East
  - 2. City: Sandy
  - 3. State: Utah
  - 4. Zip Code: 84070

#### 1.03 CONSULTANTS:

- A. Architect: Design Professional of Record. All correspondence from the Contractor regarding construction documents authored by Architect's consultants will be through this party, unless alternate arrangements are mutually agreed upon at preconstruction meeting.
  - 1. Company Name: CORE Architecture
    - a. Address: 233 S. Pleasant Grove Blvd., Suite 105
    - b. City: Pleasant Grove
    - c. State: Utah
    - d. Zip Code: 84062
    - e. Telephone: (801) 769-3000 - Office
  - 2. Primary Contacts:
    - a. Title: Principal
    - b. Name: Curtis Livingston – cell: (801) 787-7921
    - c. Email: [curtisl@corearch.com](mailto:curtisl@corearch.com)
  
  - Title: Project Manager
    - b. Name: Kyle Mendoza – cell: (801) 367-4839
    - c. Email: [kylem@corearch.com](mailto:kylem@corearch.com)
- B. Electrical Engineering Consultant:
  - 1. Company Name: BNA Consulting Engineers
    - a. Address: 4225 Lake Park Blvd., Suite 275
    - b. City: West Valley City
    - c. State: Utah
    - d. Zip Code: 84120
    - e. Telephone: (801) 532-2196 - Office
  - 2. Primary Contact:
    - a. Title: Project Manager
    - b. Name: Drayton Bailey – cell: (801) 532-2196
    - c. Email: [drayton@bnaconsulting.com](mailto:drayton@bnaconsulting.com)

### PART 2 - PRODUCTS - NOT USED

### PART 3 - EXECUTION - NOT USED

### END OF SECTION



## DOCUMENT 00 2113 - INSTRUCTIONS TO BIDDERS

### **Instructions to Bidders for the following PROJECT:** Corner Canyon High School – Secure Entry Vestibule

#### **THE OWNER:**

Canyon School District  
9361 South 300 East  
Sandy, Utah 84070

#### **THE ARCHITECT:**

CORE Architecture  
233 South Pleasant Grove Blvd., Suite 105  
Pleasant Grove, Utah 84062

### 1.1 DEFINITIONS

- A. Bidding Documents include the Bidding Requirements and the Proposed Contract Documents. The Bidding Requirements consists of the Invitation to Bid, Instructions to Bidders, the Bid Form and other sample bidding and contract forms. The proposed Contract Documents consist of the form of Agreement between the Owner and Contractor, Conditions of the Contract, Drawings, Specifications and all Addenda issued prior to execution of the Contract.

### 1.2 BIDDER'S REPRESENTATIONS

- A. The Bidder by making a Bid represents that:
  - 1. The Bidder has read and understands the Bidding Documents or Contract Documents, to the extent that such documentation relates to the work for the bid as submitted.
  - 2. The Bid is made in compliance with the Bidding Documents.
  - 3. The Bidder has visited the site and became familiar with the conditions under which the Work is to be performed.
  - 4. The Bid is based upon materials, equipment and systems required by the Bidding Documents to complete the PROJECT without exception.

### 1.3 BIDDING DOCUMENTS

- A. The drawings and information in this package include Civil Construction Documents, which include the grading, utilities, paving, curb & gutters. Additional documents include site concrete building or equipment pad/pier requiring construction as part of this bid package (reinforcing schedule will be issued with addendum). The Electrical Plans show locations of light pole bases and construction details.
- B. Bidders shall use complete sets of Bidding Documents in preparing Bids; neither the Owner or Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.
- C. The Bidder shall carefully study and compare the Bidding Documents with each other, and shall examine the site and local conditions and at once report to the Architect errors, inconsistencies or ambiguities discovered.
- D. Bidders and Sub-bidders requiring clarification or interpretation of the Bidding Documents shall make a written request which shall reach the Architect at least seven days prior to the date for receipt of Bids.

- E. Interpretations, corrections and changes of the Bidding Documents will be made by Addendum.
- F. Substitutions
  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.
  2. No substitution will be considered prior to the receipt of Bids unless written request for approval has been received by the Architect at least seven days prior to the date for receipt of Bids. Refer to 00 2600 "Procurement Substitution Procedures" for additional information.
  3. If the Architect approves a proposed substitution prior to receipt of Bids, such approval will be set forth in an Addendum. Bidders shall not rely upon approvals made in any other manner.
  4. The Architect's decision of approval or disapproval of a proposed substitution shall be final.
- G. Addenda
  1. Addenda will be transmitted to all invited Prime Bidders.
  2. Addenda will be issued no later than four days prior to the date for receipt of Bids except an Addendum withdrawing the request for the Bids or one which includes postponement of the date for receipt of Bids.
  3. Each Bidder shall ascertain prior to submitting a Bid that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

#### 1.4 MODIFICATION OR WITHDRAWAL OF BIDS

- A. A bid may not be modified, withdrawn or canceled by the Bidder during the stipulated time period following the time and date designated for the receipt of Bids, and each Bidder so agrees in submitting a Bid.
- B. Prior to the time and date designated for receipt of Bids submitted may be modified or withdrawn by notice to the party receiving Bids at the designated for receipt of Bids. Such notice shall be in writing over the signature of the Bidder.
- C. Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids provided that they are then fully in conformance with these Instructions to Bidders.

#### 1.5 CONSIDERATION OF BIDS

- A. Opening of Bids – At the discretion of the Owner, the properly identified Bids received on time will be privately opened.
- B. Rejection of Bids – Owner shall have the right to reject any and all Bids. A bid not accompanied by data required by the Bidding Documents, or a Bid which is in any way incomplete or irregular is subject to rejection.
- C. Acceptance of Bid (Award) – It is the intent of the Owner to award a Contract to the lowest qualified Bidder provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and does not exceed the funds available. The Owner shall have the right to waive information and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's own best interests.

#### 1.6 POST-BID INFORMATION

- A. Contractor's Qualification Statement – Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request, a properly executed AIA Document A305, Contractor's Qualification Statement.

- B. Owner's Financial Capacity – The Owner shall, at the request of the Bidder to whom award of a Contract is under consideration furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. Unless such reasonable evidence is furnished, the Bidder will not be required to execute the Agreement between the Owner and contractor.

#### 1.7 SUBMITTALS

- A. The Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, after notification of selection for the award of a Contract, furnish to the Owner through the Architect in writing:
  - 1. A designation of the Work to be performed with the Bidder's own force;
  - 2. Names of the manufacturers, products, and suppliers of principal items or systems of materials and equipment proposed for the Work; 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.
- B. 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.
- C. Prior to the execution of the Contract, the Architect will notify the Bidder in writing 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, (1) withdraw the Bid or (2) submit an acceptable substitution person or entity with an adjustment in the Base bid to cover the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder.
- D. 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.

#### 1.8 PERFORMANCE BOND AND PAYMENT BOND

- A. Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder. Bonds may be secured through the Bidder's usual sources.
- B. 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.
- C. If the Owner requires that bonds be secured from other than the Bidder's usual sources, changes in cost will be adjusted as provided in the Contract Documents.
- D. 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 be commenced prior thereto 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.
- E. Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond. Both bonds shall be written in the amount of the Contract Sum.
- F. The bonds shall be dated on or after the date of the Contract.

- G. The Bidder shall require the attorney-in-fact who executed the required bonds on behalf of the surety to affix thereto a certified and current copy of the power of attorney.

1.9 BID SECURITY

- A. **A 5% Bid Security must be attached to bids.** Bid Security may be a bid bond made payable to the order of Canyon School District. The bid security of the accepted bidder shall be forfeited in the case of failure or refusal to enter into a contract and furnish payment and performance bonds as required.

1.10 BID RECEIPT

- A. **Bids will be received on or before Friday, April 18, 2024 at 2:00 PM** at the offices of Canyon School District

END OF DOCUMENT 00 2113

## DOCUMENT 00 2513 - PREBID MEETINGS

### 1.1 PREBID MEETING

- A. Architect will conduct a Prebid meeting as indicated below:
  - 1. Meeting Date: April 8, 2024.
  - 2. Meeting Time: 1:00pm local time.
  - 3. Location: Corner Canyon High School.
  
- B. Attendance:
  - 1. Prime Bidders: Participation at Prebid meeting is mandatory.
  - 2. Subcontractors: Attendance at Prebid meeting is recommended.
  - 3. Notice: Bids will only be accepted from prime bidders in attendance record.
  
- C. Bidder Questions: Submit written questions to be addressed at Prebid meeting minimum of two business days prior to meeting.
  - 1. Last day for questions – April 11, 2024 at 5:00pm
  
- D. Agenda: Prebid meeting agenda will include review of topics that may affect proper preparation and submittal of bids, including the following:
  - 1. Procurement and Contracting Requirements:
    - a. Invitation to Bid.
    - b. Instructions to Bidders.
    - c. Bidder Qualifications.
    - d. Bonding.
    - e. Insurance.
    - f. Bid Security.
    - g. Bid Form and Attachments.
    - h. Bid Submittal Requirements.
    - i. Bid Submittal Checklist.
    - j. Notice of Award.
  - 2. Communication during Bidding Period:
    - a. Obtaining documents.
    - b. Bidder's Requests for Information.
    - c. Bidder's Substitution Request/Prior Approval Request.
    - d. Addenda.
  - 3. Contracting Requirements:
    - a. Agreement.
    - b. The General Conditions.
    - c. The Supplementary Conditions.
    - d. Other Owner requirements.
  - 4. Construction Documents:
    - a. Scopes of Work.
    - b. Temporary Facilities.
    - c. Use of Site.
    - d. Work Restrictions.
  - 5. Separate Contracts:
    - a. Work by Owner.
    - b. Work of Other Contracts.
  - 6. Schedule:
    - a. Project Schedule.
    - b. Contract Time.
    - c. Liquidated Damages.
    - d. Other Bidder Questions.
  - 7. Site/facility visit or walkthrough.

8. Post-Meeting Addendum.
  - a. Final Addendum issued by April 12, 2024.

- E. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes to attendees and others known by the issuing office to have received a complete set of Procurement and Contracting Documents. Minutes of meeting are issued as Available Information and do not constitute a modification to the Procurement and Contracting Documents. Modifications to the Procurement and Contracting Documents are issued by written Addendum only.
  1. Minutes will include list of meeting attendees.

END OF DOCUMENT 00 2513



**AIA**<sup>®</sup>

# Document A201<sup>™</sup> – 2017

## General Conditions of the Contract for Construction

for the following PROJECT:

*(Name and location or address)*

**THE OWNER:**

*(Name, legal status and address)*

**THE ARCHITECT:**

*(Name, legal status and address)*

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

For guidance in modifying this document to include supplementary conditions, see AIA Document A503<sup>™</sup>, Guide for Supplementary Conditions.

### TABLE OF ARTICLES

- 1 GENERAL PROVISIONS
- 2 OWNER
- 3 CONTRACTOR
- 4 ARCHITECT
- 5 SUBCONTRACTORS
- 6 CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS
- 7 CHANGES IN THE WORK
- 8 TIME
- 9 PAYMENTS AND COMPLETION
- 10 PROTECTION OF PERSONS AND PROPERTY
- 11 INSURANCE AND BONDS
- 12 UNCOVERING AND CORRECTION OF WORK
- 13 MISCELLANEOUS PROVISIONS
- 14 TERMINATION OR SUSPENSION OF THE CONTRACT
- 15 CLAIMS AND DISPUTES

## INDEX

(Topics and numbers in bold are Section headings.)

### Acceptance of Nonconforming Work

9.6.6, 9.9.3, **12.3**

Acceptance of Work

9.6.6, 9.8.2, 9.9.3, 9.10.1, 9.10.3, **12.3**

### Access to Work

**3.16**, 6.2.1, 12.1

Accident Prevention

10

Acts and Omissions

3.2, 3.3.2, 3.12.8, 3.18, 4.2.3, 8.3.1, 9.5.1, 10.2.5,  
10.2.8, 13.3.2, 14.1, 15.1.2, 15.2

Addenda

1.1.1

Additional Costs, Claims for

3.7.4, 3.7.5, 10.3.2, 15.1.5

### Additional Inspections and Testing

9.4.2, 9.8.3, 12.2.1, **13.4**

### Additional Time, Claims for

3.2.4, 3.7.4, 3.7.5, 3.10.2, 8.3.2, **15.1.6**

### Administration of the Contract

3.1.3, **4.2**, 9.4, 9.5

Advertisement or Invitation to Bid

1.1.1

Aesthetic Effect

4.2.13

### Allowances

**3.8**

### Applications for Payment

4.2.5, 7.3.9, 9.2, **9.3**, 9.4, 9.5.1, 9.5.4, 9.6.3, 9.7, 9.10

Approvals

2.1.1, 2.3.1, 2.5, 3.1.3, 3.10.2, 3.12.8, 3.12.9, 3.12.10.1,  
4.2.7, 9.3.2, 13.4.1

### Arbitration

8.3.1, 15.3.2, **15.4**

## ARCHITECT

4

Architect, Definition of

### 4.1.1

Architect, Extent of Authority

2.5, 3.12.7, 4.1.2, 4.2, 5.2, 6.3, 7.1.2, 7.3.4, 7.4, 9.2,  
9.3.1, 9.4, 9.5, 9.6.3, 9.8, 9.10.1, 9.10.3, 12.1, 12.2.1,  
13.4.1, 13.4.2, 14.2.2, 14.2.4, 15.1.4, 15.2.1

Architect, Limitations of Authority and Responsibility

2.1.1, 3.12.4, 3.12.8, 3.12.10, 4.1.2, 4.2.1, 4.2.2, 4.2.3,  
4.2.6, 4.2.7, 4.2.10, 4.2.12, 4.2.13, 5.2.1, 7.4, 9.4.2,  
9.5.4, 9.6.4, 15.1.4, 15.2

Architect's Additional Services and Expenses

2.5, 12.2.1, 13.4.2, 13.4.3, 14.2.4

Architect's Administration of the Contract

3.1.3, 3.7.4, 15.2, 9.4.1, 9.5

Architect's Approvals

2.5, 3.1.3, 3.5, 3.10.2, 4.2.7

Architect's Authority to Reject Work

3.5, 4.2.6, 12.1.2, 12.2.1

Architect's Copyright

1.1.7, 1.5

Architect's Decisions

3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 4.2.14, 6.3,  
7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4.1, 9.5, 9.8.4, 9.9.1,  
13.4.2, 15.2

Architect's Inspections

3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 13.4

Architect's Instructions

3.2.4, 3.3.1, 4.2.6, 4.2.7, 13.4.2

Architect's Interpretations

4.2.11, 4.2.12

Architect's Project Representative

4.2.10

Architect's Relationship with Contractor

1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2,  
3.5, 3.7.4, 3.7.5, 3.9.2, 3.9.3, 3.10, 3.11, 3.12, 3.16,  
3.18, 4.1.2, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5,  
9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.3.2, 13.4, 15.2

Architect's Relationship with Subcontractors

1.1.2, 4.2.3, 4.2.4, 4.2.6, 9.6.3, 9.6.4, 11.3

Architect's Representations

9.4.2, 9.5.1, 9.10.1

Architect's Site Visits

3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4

Asbestos

10.3.1

Attorneys' Fees

3.18.1, 9.6.8, 9.10.2, 10.3.3

Award of Separate Contracts

6.1.1, 6.1.2

### Award of Subcontracts and Other Contracts for Portions of the Work

**5.2**

### Basic Definitions

**1.1**

Bidding Requirements

1.1.1

Binding Dispute Resolution

8.3.1, 9.7, 11.5, 13.1, 15.1.2, 15.1.3, 15.2.1, 15.2.5,  
15.2.6.1, 15.3.1, 15.3.2, 15.3.3, 15.4.1

Bonds, Lien

7.3.4.4, 9.6.8, 9.10.2, 9.10.3

### Bonds, Performance, and Payment

7.3.4.4, 9.6.7, 9.10.3, **11.1.2**, 11.1.3, **11.5**

### Building Information Models Use and Reliance

**1.8**

Building Permit

3.7.1

### Capitalization

**1.3**

Certificate of Substantial Completion

9.8.3, 9.8.4, 9.8.5

### Certificates for Payment

4.2.1, 4.2.5, 4.2.9, 9.3.3, **9.4**, 9.5, 9.6.1, 9.6.6, 9.7,  
9.10.1, 9.10.3, 14.1.1.3, 14.2.4, 15.1.4

Certificates of Inspection, Testing or Approval

13.4.4



Certificates of Insurance

9.10.2

### **Change Orders**

1.1.1, 3.4.2, 3.7.4, 3.8.2.3, 3.11, 3.12.8, 4.2.8, 5.2.3, 7.1.2, 7.1.3, 7.2, 7.3.2, 7.3.7, 7.3.9, 7.3.10, 8.3.1, 9.3.1.1, 9.10.3, 10.3.2, 11.2, 11.5, 12.1.2

**Change Orders, Definition of**

**7.2.1**

### **CHANGES IN THE WORK**

2.2.2, 3.11, 4.2.8, 7, 7.2.1, 7.3.1, 7.4, 8.3.1, 9.3.1.1, 11.5

**Claims, Definition of**

**15.1.1**

Claims, Notice of

1.6.2, 15.1.3

### **CLAIMS AND DISPUTES**

3.2.4, 6.1.1, 6.3, 7.3.9, 9.3.3, 9.10.4, 10.3.3, 15, 15.4

Claims and Timely Assertion of Claims

15.4.1

**Claims for Additional Cost**

3.2.4, 3.3.1, 3.7.4, 7.3.9, 9.5.2, 10.2.5, 10.3.2, 15.1.5

**Claims for Additional Time**

3.2.4, 3.3.1, 3.7.4, 6.1.1, 8.3.2, 9.5.2, 10.3.2, 15.1.6

**Concealed or Unknown Conditions, Claims for**

**3.7.4**

Claims for Damages  
3.2.4, 3.18, 8.3.3, 9.5.1, 9.6.7, 10.2.5, 10.3.3, 11.3, 11.3.2, 14.2.4, 15.1.7

Claims Subject to Arbitration

15.4.1

**Cleaning Up**

**3.15, 6.3**

Commencement of the Work, Conditions Relating to

2.2.1, 3.2.2, 3.4.1, 3.7.1, 3.10.1, 3.12.6, 5.2.1, 5.2.3, 6.2.2, 8.1.2, 8.2.2, 8.3.1, 11.1, 11.2, 15.1.5

**Commencement of the Work, Definition of**

**8.1.2**

**Communications**

3.9.1, 4.2.4

Completion, Conditions Relating to

3.4.1, 3.11, 3.15, 4.2.2, 4.2.9, 8.2, 9.4.2, 9.8, 9.9.1, 9.10, 12.2, 14.1.2, 15.1.2

### **COMPLETION, PAYMENTS AND**

**9**

Completion, Substantial

3.10.1, 4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1, 9.10.3, 12.2, 15.1.2

Compliance with Laws

2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 10.2.2, 13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14.1.1, 14.2.1.3, 15.2.8, 15.4.2, 15.4.3

Concealed or Unknown Conditions

3.7.4, 4.2.8, 8.3.1, 10.3

Conditions of the Contract

1.1.1, 6.1.1, 6.1.4

Consent, Written

3.4.2, 3.14.2, 4.1.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3, 13.2, 15.4.4.2

### **Consolidation or Joinder**

**15.4.4**

### **CONSTRUCTION BY OWNER OR BY SEPARATE CONTRACTORS**

1.1.4, 6

**Construction Change Directive, Definition of**

**7.3.1**

**Construction Change Directives**

1.1.1, 3.4.2, 3.11, 3.12.8, 4.2.8, 7.1.1, 7.1.2, 7.1.3, 7.3, 9.3.1.1

Construction Schedules, Contractor's

3.10, 3.11, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2

**Contingent Assignment of Subcontracts**

**5.4, 14.2.2.2**

**Continuing Contract Performance**

**15.1.4**

**Contract, Definition of**

**1.1.2**

### **CONTRACT, TERMINATION OR SUSPENSION OF THE**

**5.4.1.1, 5.4.2, 11.5, 14**

Contract Administration

3.1.3, 4, 9.4, 9.5

Contract Award and Execution, Conditions Relating to  
3.7.1, 3.10, 5.2, 6.1

Contract Documents, Copies Furnished and Use of  
1.5.2, 2.3.6, 5.3

**Contract Documents, Definition of**

**1.1.1**

**Contract Sum**

2.2.2, 2.2.4, 3.7.4, 3.7.5, 3.8, 3.10.2, 5.2.3, 7.3, 7.4, 9.1, 9.2, 9.4.2, 9.5.1.4, 9.6.7, 9.7, 10.3.2, 11.5, 12.1.2, 12.3, 14.2.4, 14.3.2, 15.1.4.2, 15.1.5, 15.2.5

**Contract Sum, Definition of**

**9.1**

Contract Time

1.1.4, 2.2.1, 2.2.2, 3.7.4, 3.7.5, 3.10.2, 5.2.3, 6.1.5, 7.2.1.3, 7.3.1, 7.3.5, 7.3.6, 7, 7, 7.3.10, 7.4, 8.1.1, 8.2.1, 8.2.3, 8.3.1, 9.5.1, 9.7, 10.3.2, 12.1.1, 12.1.2, 14.3.2, 15.1.4.2, 15.1.6.1, 15.2.5

**Contract Time, Definition of**

**8.1.1**

### **CONTRACTOR**

**3**

Contractor, Definition of

**3.1, 6.1.2**

**Contractor's Construction and Submittal Schedules**

**3.10, 3.12.1, 3.12.2, 4.2.3, 6.1.3, 15.1.6.2**

Contractor's Employees

2.2.4, 3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3, 11.3, 14.1, 14.2.1.1

**Contractor's Liability Insurance**

**11.1**

Contractor's Relationship with Separate Contractors and Owner's Forces

3.12.5, 3.14.2, 4.2.4, 6, 11.3, 12.2.4

Contractor's Relationship with Subcontractors  
1.2.2, 2.2.4, 3.3.2, 3.18.1, 3.18.2, 4.2.4, 5, 9.6.2, 9.6.7, 9.10.2, 11.2, 11.3, 11.4

Contractor's Relationship with the Architect  
1.1.2, 1.5, 2.3.3, 3.1.3, 3.2.2, 3.2.3, 3.2.4, 3.3.1, 3.4.2, 3.5.1, 3.7.4, 3.10, 3.11, 3.12, 3.16, 3.18, 4.2, 5.2, 6.2.2, 7, 8.3.1, 9.2, 9.3, 9.4, 9.5, 9.7, 9.8, 9.9, 10.2.6, 10.3, 11.3, 12, 13.4, 15.1.3, 15.2.1

Contractor's Representations  
3.2.1, 3.2.2, 3.5, 3.12.6, 6.2.2, 8.2.1, 9.3.3, 9.8.2

Contractor's Responsibility for Those Performing the Work  
3.3.2, 3.18, 5.3, 6.1.3, 6.2, 9.5.1, 10.2.8

Contractor's Review of Contract Documents  
3.2

Contractor's Right to Stop the Work  
2.2.2, 9.7

Contractor's Right to Terminate the Contract  
14.1

Contractor's Submittals  
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 9.2, 9.3, 9.8.2, 9.8.3, 9.9.1, 9.10.2, 9.10.3

Contractor's Superintendent  
3.9, 10.2.6

Contractor's Supervision and Construction Procedures  
1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.4, 7.3.6, 8.2, 10, 12, 14, 15.1.4

Coordination and Correlation  
1.2, 3.2.1, 3.3.1, 3.10, 3.12.6, 6.1.3, 6.2.1

Copies Furnished of Drawings and Specifications  
1.5, 2.3.6, 3.11

Copyrights  
1.5, 3.17

Correction of Work  
2.5, 3.7.3, 9.4.2, 9.8.2, 9.8.3, 9.9.1, 12.1.2, 12.2, 12.3, 15.1.3.1, 15.1.3.2, 15.2.1

**Correlation and Intent of the Contract Documents**  
**1.2**

**Cost, Definition of**  
**7.3.4**

Costs  
2.5, 3.2.4, 3.7.3, 3.8.2, 3.15.2, 5.4.2, 6.1.1, 6.2.3, 7.3.3.3, 7.3.4, 7.3.8, 7.3.9, 9.10.2, 10.3.2, 10.3.6, 11.2, 12.1.2, 12.2.1, 12.2.4, 13.4, 14

**Cutting and Patching**  
**3.14, 6.2.5**

Damage to Construction of Owner or Separate Contractors  
3.14.2, 6.2.4, 10.2.1.2, 10.2.5, 10.4, 12.2.4

Damage to the Work  
3.14.2, 9.9.1, 10.2.1.2, 10.2.5, 10.4, 12.2.4

Damages, Claims for  
3.2.4, 3.18, 6.1.1, 8.3.3, 9.5.1, 9.6.7, 10.3.3, 11.3.2, 11.3, 14.2.4, 15.1.7

Damages for Delay  
6.2.3, 8.3.3, 9.5.1.6, 9.7, 10.3.2, 14.3.2

**Date of Commencement of the Work, Definition of**  
**8.1.2**

**Date of Substantial Completion, Definition of**  
**8.1.3**

**Day, Definition of**  
**8.1.4**

Decisions of the Architect  
3.7.4, 4.2.6, 4.2.7, 4.2.11, 4.2.12, 4.2.13, 6.3, 7.3.4, 7.3.9, 8.1.3, 8.3.1, 9.2, 9.4, 9.5.1, 9.8.4, 9.9.1, 13.4.2, 14.2.2, 14.2.4, 15.1, 15.2

**Decisions to Withhold Certification**  
9.4.1, 9.5, 9.7, 14.1.1.3

Defective or Nonconforming Work, Acceptance, Rejection and Correction of  
2.5, 3.5, 4.2.6, 6.2.3, 9.5.1, 9.5.3, 9.6.6, 9.8.2, 9.9.3, 9.10.4, 12.2.1

Definitions  
1.1, 2.1.1, 3.1.1, 3.5, 3.12.1, 3.12.2, 3.12.3, 4.1.1, 5.1, 6.1.2, 7.2.1, 7.3.1, 8.1, 9.1, 9.8.1, 15.1.1

**Delays and Extensions of Time**  
**3.2, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, 8.3, 9.5.1, 9.7, 10.3.2, 10.4, 14.3.2, 15.1.6, 15.2.5**

**Digital Data Use and Transmission**  
**1.7**

Disputes  
6.3, 7.3.9, 15.1, 15.2

**Documents and Samples at the Site**  
**3.11**

**Drawings, Definition of**  
**1.1.5**

Drawings and Specifications, Use and Ownership of  
3.11

Effective Date of Insurance  
8.2.2

**Emergencies**  
**10.4, 14.1.1.2, 15.1.5**

Employees, Contractor's  
3.3.2, 3.4.3, 3.8.1, 3.9, 3.18.2, 4.2.3, 4.2.6, 10.2, 10.3.3, 11.3, 14.1, 14.2.1.1

Equipment, Labor, or Materials  
1.1.3, 1.1.6, 3.4, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1, 4.2.6, 4.2.7, 5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1, 10.2.4, 14.2.1.1, 14.2.1.2

Execution and Progress of the Work  
1.1.3, 1.2.1, 1.2.2, 2.3.4, 2.3.6, 3.1, 3.3.1, 3.4.1, 3.7.1, 3.10.1, 3.12, 3.14, 4.2, 6.2.2, 7.1.3, 7.3.6, 8.2, 9.5.1, 9.9.1, 10.2, 10.3, 12.1, 12.2, 14.2, 14.3.1, 15.1.4

Extensions of Time  
3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3, 7.4, 9.5.1, 9.7, 10.3.2, 10.4, 14.3, 15.1.6, 15.2.5

**Failure of Payment**  
9.5.1.3, 9.7, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2

Faulty Work  
(See Defective or Nonconforming Work)

**Final Completion and Final Payment**  
4.2.1, 4.2.9, 9.8.2, 9.10, 12.3, 14.2.4, 14.4.3

Financial Arrangements, Owner's  
2.2.1, 13.2.2, 14.1.1.4

**GENERAL PROVISIONS**  
**1**

## **Governing Law**

### **13.1**

Guarantees (See Warranty)

## **Hazardous Materials and Substances**

### **10.2.4, 10.3**

Identification of Subcontractors and Suppliers

### **5.2.1**

## **Indemnification**

3.17, **3.18**, 9.6.8, 9.10.2, 10.3.3, 11.3

## **Information and Services Required of the Owner**

2.1.2, **2.2**, 2.3, 3.2.2, 3.12.10.1, 6.1.3, 6.1.4, 6.2.5,

9.6.1, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1, 13.4.2,

14.1.1.4, 14.1.4, 15.1.4

## **Initial Decision**

### **15.2**

### **Initial Decision Maker, Definition of**

1.1.8

Initial Decision Maker, Decisions

14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5

Initial Decision Maker, Extent of Authority

14.2.4, 15.1.4.2, 15.2.1, 15.2.2, 15.2.3, 15.2.4, 15.2.5

## **Injury or Damage to Person or Property**

### **10.2.8, 10.4**

Inspections

3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3, 9.9.2,

9.10.1, 12.2.1, 13.4

Instructions to Bidders

1.1.1

Instructions to the Contractor

3.2.4, 3.3.1, 3.8.1, 5.2.1, 7, 8.2.2, 12, 13.4.2

## **Instruments of Service, Definition of**

### **1.1.7**

Insurance

6.1.1, 7.3.4, 8.2.2, 9.3.2, 9.8.4, 9.9.1, 9.10.2, 10.2.5, **11**

Insurance, Notice of Cancellation or Expiration

11.1.4, 11.2.3

## **Insurance, Contractor's Liability**

### **11.1**

Insurance, Effective Date of

8.2.2, 14.4.2

## **Insurance, Owner's Liability**

### **11.2**

## **Insurance, Property**

**10.2.5**, 11.2, 11.4, 11.5

Insurance, Stored Materials

9.3.2

## **INSURANCE AND BONDS**

### **11**

Insurance Companies, Consent to Partial Occupancy

9.9.1

Insured loss, Adjustment and Settlement of

11.5

Intent of the Contract Documents

1.2.1, 4.2.7, 4.2.12, 4.2.13

## **Interest**

### **13.5**

## **Interpretation**

1.1.8, 1.2.3, **1.4**, 4.1.1, 5.1, 6.1.2, 15.1.1

Interpretations, Written

4.2.11, 4.2.12

Judgment on Final Award

15.4.2

## **Labor and Materials, Equipment**

1.1.3, 1.1.6, **3.4**, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,

5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1,

10.2.4, 14.2.1.1, 14.2.1.2

Labor Disputes

8.3.1

Laws and Regulations

1.5, 2.3.2, 3.2.3, 3.2.4, 3.6, 3.7, 3.12.10, 3.13, 9.6.4,

9.9.1, 10.2.2, 13.1, 13.3.1, 13.4.2, 13.5, 14, 15.2.8, 15.4

Liens

2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8

Limitations, Statutes of

12.2.5, 15.1.2, 15.4.1.1

Limitations of Liability

3.2.2, 3.5, 3.12.10, 3.12.10.1, 3.17, 3.18.1, 4.2.6, 4.2.7,

6.2.2, 9.4.2, 9.6.4, 9.6.7, 9.6.8, 10.2.5, 10.3.3, 11.3,

12.2.5, 13.3.1

Limitations of Time

2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2.7,

5.2, 5.3, 5.4.1, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3,

9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14, 15,

15.1.2, 15.1.3, 15.1.5

## **Materials, Hazardous**

### **10.2.4, 10.3**

Materials, Labor, Equipment and

1.1.3, 1.1.6, 3.4.1, 3.5, 3.8.2, 3.8.3, 3.12, 3.13, 3.15.1,

5.2.1, 6.2.1, 7.3.4, 9.3.2, 9.3.3, 9.5.1.3, 9.10.2, 10.2.1.2,

10.2.4, 14.2.1.1, 14.2.1.2

Means, Methods, Techniques, Sequences and

Procedures of Construction

3.3.1, 3.12.10, 4.2.2, 4.2.7, 9.4.2

Mechanic's Lien

2.1.2, 9.3.1, 9.3.3, 9.6.8, 9.10.2, 9.10.4, 15.2.8

## **Mediation**

8.3.1, 15.1.3.2, 15.2.1, 15.2.5, 15.2.6, **15.3**, 15.4.1,

15.4.1.1

## **Minor Changes in the Work**

1.1.1, 3.4.2, 3.12.8, 4.2.8, 7.1, **7.4**

## **MISCELLANEOUS PROVISIONS**

### **13**

**Modifications, Definition of**

#### **1.1.1**

Modifications to the Contract

1.1.1, 1.1.2, 2.5, 3.11, 4.1.2, 4.2.1, 5.2.3, 7, 8.3.1, 9.7,

10.3.2

## **Mutual Responsibility**

### **6.2**

## **Nonconforming Work, Acceptance of**

9.6.6, 9.9.3, **12.3**

Nonconforming Work, Rejection and Correction of

2.4, 2.5, 3.5, 4.2.6, 6.2.4, 9.5.1, 9.8.2, 9.9.3, 9.10.4,

12.2

## Notice

1.6, 1.6.1, 1.6.2, 2.1.2, 2.2.2., 2.2.3, 2.2.4, 2.5, 3.2.4, 3.3.1, 3.7.4, 3.7.5, 3.9.2, 3.12.9, 3.12.10, 5.2.1, 7.4, 8.2.2, 9.6.8, 9.7, 9.10.1, 10.2.8, 10.3.2, 11.5, 12.2.2.1, 13.4.1, 13.4.2, 14.1, 14.2.2, 14.4.2, 15.1.3, 15.1.5, 15.1.6, 15.4.1

Notice of Cancellation or Expiration of Insurance  
11.1.4, 11.2.3

## Notice of Claims

1.6.2, 2.1.2, 3.7.4, 9.6.8, 10.2.8, 15.1.3, 15.1.5, 15.1.6, 15.2.8, 15.3.2, 15.4.1

Notice of Testing and Inspections  
13.4.1, 13.4.2

Observations, Contractor's  
3.2, 3.7.4

## Occupancy

2.3.1, 9.6.6, 9.8

## Orders, Written

1.1.1, 2.4, 3.9.2, 7, 8.2.2, 11.5, 12.1, 12.2.2.1, 13.4.2, 14.3.1

## OWNER

2

Owner, Definition of

### 2.1.1

Owner, Evidence of Financial Arrangements

### 2.2, 13.2.2, 14.1.1.4

Owner, Information and Services Required of the  
2.1.2, 2.2, 2.3, 3.2.2, 3.12.10, 6.1.3, 6.1.4, 6.2.5, 9.3.2, 9.6.1, 9.6.4, 9.9.2, 9.10.3, 10.3.3, 11.2, 13.4.1, 13.4.2, 14.1.1.4, 14.1.4, 15.1.4

Owner's Authority

1.5, 2.1.1, 2.3.32.4, 2.5, 3.4.2, 3.8.1, 3.12.10, 3.14.2, 4.1.2, 4.2.4, 4.2.9, 5.2.1, 5.2.4, 5.4.1, 6.1, 6.3, 7.2.1, 7.3.1, 8.2.2, 8.3.1, 9.3.2, 9.5.1, 9.6.4, 9.9.1, 9.10.2, 10.3.2, 11.4, 11.5, 12.2.2, 12.3, 13.2.2, 14.3, 14.4, 15.2.7

Owner's Insurance

### 11.2

Owner's Relationship with Subcontractors

1.1.2, 5.2, 5.3, 5.4, 9.6.4, 9.10.2, 14.2.2

Owner's Right to Carry Out the Work

2.5, 14.2.2

Owner's Right to Clean Up

### 6.3

Owner's Right to Perform Construction and to Award Separate Contracts

### 6.1

Owner's Right to Stop the Work

### 2.4

Owner's Right to Suspend the Work

14.3

Owner's Right to Terminate the Contract

14.2, 14.4

Ownership and Use of Drawings, Specifications and Other Instruments of Service

1.1.1, 1.1.6, 1.1.7, 1.5, 2.3.6, 3.2.2, 3.11, 3.17, 4.2.12, 5.3

## Partial Occupancy or Use

9.6.6, 9.9

Patching, Cutting and

3.14, 6.2.5

Patents

3.17

Payment, Applications for

4.2.5, 7.3.9, 9.2, 9.3, 9.4, 9.5, 9.6.3, 9.7, 9.8.5, 9.10.1, 14.2.3, 14.2.4, 14.4.3

Payment, Certificates for

4.2.5, 4.2.9, 9.3.3, 9.4, 9.5, 9.6.1, 9.6.6, 9.7, 9.10.1, 9.10.3, 14.1.1.3, 14.2.4

Payment, Failure of

9.5.1.3, 9.7, 9.10.2, 13.5, 14.1.1.3, 14.2.1.2

Payment, Final

4.2.1, 4.2.9, 9.10, 12.3, 14.2.4, 14.4.3

Payment Bond, Performance Bond and

7.3.4.4, 9.6.7, 9.10.3, 11.1.2

Payments, Progress

9.3, 9.6, 9.8.5, 9.10.3, 14.2.3, 15.1.4

## PAYMENTS AND COMPLETION

9

Payments to Subcontractors

5.4.2, 9.5.1.3, 9.6.2, 9.6.3, 9.6.4, 9.6.7, 14.2.1.2

PCB

10.3.1

Performance Bond and Payment Bond

7.3.4.4, 9.6.7, 9.10.3, 11.1.2

Permits, Fees, Notices and Compliance with Laws

2.3.1, 3.7, 3.13, 7.3.4.4, 10.2.2

## PERSONS AND PROPERTY, PROTECTION OF

10

Polychlorinated Biphenyl

10.3.1

Product Data, Definition of

### 3.12.2

Product Data and Samples, Shop Drawings

3.11, 3.12, 4.2.7

Progress and Completion

4.2.2, 8.2, 9.8, 9.9.1, 14.1.4, 15.1.4

Progress Payments

9.3, 9.6, 9.8.5, 9.10.3, 14.2.3, 15.1.4

Project, Definition of

### 1.1.4

Project Representatives

4.2.10

Property Insurance

10.2.5, 11.2

Proposal Requirements

1.1.1

## PROTECTION OF PERSONS AND PROPERTY

10

Regulations and Laws

1.5, 2.3.2, 3.2.3, 3.6, 3.7, 3.12.10, 3.13, 9.6.4, 9.9.1, 10.2.2, 13.1, 13.3, 13.4.1, 13.4.2, 13.5, 14, 15.2.8, 15.4  
Rejection of Work

4.2.6, 12.2.1

Releases and Waivers of Liens  
9.3.1, 9.10.2  
Representations  
3.2.1, 3.5, 3.12.6, 8.2.1, 9.3.3, 9.4.2, 9.5.1, 9.10.1  
Representatives  
2.1.1, 3.1.1, 3.9, 4.1.1, 4.2.10, 13.2.1  
Responsibility for Those Performing the Work  
3.3.2, 3.18, 4.2.2, 4.2.3, 5.3, 6.1.3, 6.2, 6.3, 9.5.1, 10  
Retainage  
9.3.1, 9.6.2, 9.8.5, 9.9.1, 9.10.2, 9.10.3  
**Review of Contract Documents and Field Conditions by Contractor**  
3.2, 3.12.7, 6.1.3  
Review of Contractor's Submittals by Owner and Architect  
3.10.1, 3.10.2, 3.11, 3.12, 4.2, 5.2, 6.1.3, 9.2, 9.8.2  
Review of Shop Drawings, Product Data and Samples by Contractor  
3.12  
**Rights and Remedies**  
1.1.2, 2.4, 2.5, 3.5, 3.7.4, 3.15.2, 4.2.6, 5.3, 5.4, 6.1, 6.3, 7.3.1, 8.3, 9.5.1, 9.7, 10.2.5, 10.3, 12.2.1, 12.2.2, 12.2.4, 13.3, 14, 15.4  
**Royalties, Patents and Copyrights**  
3.17  
Rules and Notices for Arbitration  
15.4.1  
**Safety of Persons and Property**  
10.2, 10.4  
**Safety Precautions and Programs**  
3.3.1, 4.2.2, 4.2.7, 5.3, 10.1, 10.2, 10.4  
**Samples, Definition of**  
3.12.3  
**Samples, Shop Drawings, Product Data and**  
3.11, 3.12, 4.2.7  
**Samples at the Site, Documents and**  
3.11  
**Schedule of Values**  
9.2, 9.3.1  
Schedules, Construction  
3.10, 3.12.1, 3.12.2, 6.1.3, 15.1.6.2  
Separate Contracts and Contractors  
1.1.4, 3.12.5, 3.14.2, 4.2.4, 4.2.7, 6, 8.3.1, 12.1.2  
**Separate Contractors, Definition of**  
6.1.1  
**Shop Drawings, Definition of**  
3.12.1  
**Shop Drawings, Product Data and Samples**  
3.11, 3.12, 4.2.7  
**Site, Use of**  
3.13, 6.1.1, 6.2.1  
Site Inspections  
3.2.2, 3.3.3, 3.7.1, 3.7.4, 4.2, 9.9.2, 9.4.2, 9.10.1, 13.4  
Site Visits, Architect's  
3.7.4, 4.2.2, 4.2.9, 9.4.2, 9.5.1, 9.9.2, 9.10.1, 13.4  
Special Inspections and Testing  
4.2.6, 12.2.1, 13.4

**Specifications, Definition of**  
1.1.6  
**Specifications**  
1.1.1, 1.1.6, 1.2.2, 1.5, 3.12.10, 3.17, 4.2.14  
Statute of Limitations  
15.1.2, 15.4.1.1  
Stopping the Work  
2.2.2, 2.4, 9.7, 10.3, 14.1  
Stored Materials  
6.2.1, 9.3.2, 10.2.1.2, 10.2.4  
**Subcontractor, Definition of**  
5.1.1  
**SUBCONTRACTORS**  
5  
Subcontractors, Work by  
1.2.2, 3.3.2, 3.12.1, 3.18, 4.2.3, 5.2.3, 5.3, 5.4, 9.3.1.2, 9.6.7  
**Subcontractual Relations**  
5.3, 5.4, 9.3.1.2, 9.6, 9.10, 10.2.1, 14.1, 14.2.1  
Submittals  
3.10, 3.11, 3.12, 4.2.7, 5.2.1, 5.2.3, 7.3.4, 9.2, 9.3, 9.8, 9.9.1, 9.10.2, 9.10.3  
Submittal Schedule  
3.10.2, 3.12.5, 4.2.7  
**Subrogation, Waivers of**  
6.1.1, 11.3  
**Substances, Hazardous**  
10.3  
**Substantial Completion**  
4.2.9, 8.1.1, 8.1.3, 8.2.3, 9.4.2, 9.8, 9.9.1, 9.10.3, 12.2, 15.1.2  
**Substantial Completion, Definition of**  
9.8.1  
Substitution of Subcontractors  
5.2.3, 5.2.4  
Substitution of Architect  
2.3.3  
Substitutions of Materials  
3.4.2, 3.5, 7.3.8  
**Sub-subcontractor, Definition of**  
5.1.2  
Subsurface Conditions  
3.7.4  
**Successors and Assigns**  
13.2  
**Superintendent**  
3.9, 10.2.6  
**Supervision and Construction Procedures**  
1.2.2, 3.3, 3.4, 3.12.10, 4.2.2, 4.2.7, 6.1.3, 6.2.4, 7.1.3, 7.3.4, 8.2, 8.3.1, 9.4.2, 10, 12, 14, 15.1.4  
Suppliers  
1.5, 3.12.1, 4.2.4, 4.2.6, 5.2.1, 9.3, 9.4.2, 9.5.4, 9.6, 9.10.5, 14.2.1  
Surety  
5.4.1.2, 9.6.8, 9.8.5, 9.10.2, 9.10.3, 11.1.2, 14.2.2, 15.2.7  
Surety, Consent of  
9.8.5, 9.10.2, 9.10.3

Surveys  
1.1.7, 2.3.4

**Suspension by the Owner for Convenience**

**14.3**

Suspension of the Work

3.7.5, 5.4.2, 14.3

Suspension or Termination of the Contract

5.4.1.1, 14

**Taxes**

3.6, 3.8.2.1, 7.3.4.4

**Termination by the Contractor**

14.1, 15.1.7

**Termination by the Owner for Cause**

5.4.1.1, 14.2, 15.1.7

**Termination by the Owner for Convenience**

**14.4**

Termination of the Architect

2.3.3

Termination of the Contractor Employment

14.2.2

**TERMINATION OR SUSPENSION OF THE CONTRACT**

**14**

**Tests and Inspections**

3.1.3, 3.3.3, 3.7.1, 4.2.2, 4.2.6, 4.2.9, 9.4.2, 9.8.3, 9.9.2, 9.10.1, 10.3.2, 12.2.1, 13.4

**TIME**

**8**

**Time, Delays and Extensions of**

3.2.4, 3.7.4, 5.2.3, 7.2.1, 7.3.1, 7.4, 8.3, 9.5.1, 9.7, 10.3.2, 10.4, 14.3.2, 15.1.6, 15.2.5

Time Limits

2.1.2, 2.2, 2.5, 3.2.2, 3.10, 3.11, 3.12.5, 3.15.1, 4.2, 5.2, 5.3, 5.4, 6.2.4, 7.3, 7.4, 8.2, 9.2, 9.3.1, 9.3.3, 9.4.1, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, 12.2, 13.4, 14, 15.1.2, 15.1.3, 15.4

**Time Limits on Claims**

3.7.4, 10.2.8, 15.1.2, 15.1.3

Title to Work

9.3.2, 9.3.3

**UNCOVERING AND CORRECTION OF WORK**

**12**

**Uncovering of Work**

**12.1**

Unforeseen Conditions, Concealed or Unknown

3.7.4, 8.3.1, 10.3

Unit Prices

7.3.3.2, 9.1.2

Use of Documents

1.1.1, 1.5, 2.3.6, 3.12.6, 5.3

**Use of Site**

3.13, 6.1.1, 6.2.1

**Values, Schedule of**

9.2, 9.3.1

Waiver of Claims by the Architect

13.3.2

Waiver of Claims by the Contractor

9.10.5, 13.3.2, 15.1.7

Waiver of Claims by the Owner

9.9.3, 9.10.3, 9.10.4, 12.2.2.1, 13.3.2, 14.2.4, 15.1.7

Waiver of Consequential Damages

14.2.4, 15.1.7

Waiver of Liens

9.3, 9.10.2, 9.10.4

**Waivers of Subrogation**

6.1.1, 11.3

**Warranty**

3.5, 4.2.9, 9.3.3, 9.8.4, 9.9.1, 9.10.2, 9.10.4, 12.2.2, 15.1.2

Weather Delays

8.3, 15.1.6.2

**Work, Definition of**

1.1.3

Written Consent

1.5.2, 3.4.2, 3.7.4, 3.12.8, 3.14.2, 4.1.2, 9.3.2, 9.10.3, 13.2, 13.3.2, 15.4.4.2

Written Interpretations

4.2.11, 4.2.12

Written Orders

1.1.1, 2.4, 3.9, 7, 8.2.2, 12.1, 12.2, 13.4.2, 14.3.1

## **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 or proposal 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. The Initial Decision Maker shall not show partiality to the Owner or Contractor and shall not be liable for results of interpretations or decisions rendered in good faith.

### **§ 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.

**§ 1.2.1.1** The invalidity of any provision of the Contract Documents shall not invalidate the Contract or its remaining

provisions. If it is determined that any provision of the Contract Documents violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Contract Documents shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Contract.

**§ 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 retain all common law, statutory, and other reserved rights in their Instruments of Service, including copyrights. The Contractor, Subcontractors, Sub-subcontractors, and 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 the 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 suppliers are authorized to use and reproduce the Instruments of Service provided to them, subject to any protocols established pursuant to Sections 1.7 and 1.8, 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 suppliers may not use the Instruments of Service on other projects or for additions to the Project outside the scope of the Work without the specific written consent of the Owner, Architect, and the Architect's consultants.

### **§ 1.6 Notice**

**§ 1.6.1** Except as otherwise provided in Section 1.6.2, where the Contract Documents require one party to notify or give notice to the other party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission if a method for electronic transmission is set forth in the Agreement.

**§ 1.6.2** Notice of Claims as provided in Section 15.1.3 shall be provided in writing and shall be deemed to have been duly served only if delivered to the designated representative of the party to whom the notice is addressed by certified or registered mail, or by courier providing proof of delivery.

### **§ 1.7 Digital Data Use and Transmission**

The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

### **§ 1.8 Building Information Models Use and Reliance**

Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™-2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building



information model, and each of their agents and employees.

## **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 Evidence of the Owner's Financial Arrangements**

**§ 2.2.1** Prior to commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract. The Contractor shall have no obligation to commence the Work until the Owner provides such evidence. If commencement of the Work is delayed under this Section 2.2.1, the Contract Time shall be extended appropriately.

**§ 2.2.2** Following commencement of the Work and upon written request by the Contractor, the Owner shall furnish to the Contractor reasonable evidence that the Owner has made financial arrangements to fulfill the Owner's obligations under the Contract only if (1) the Owner fails to make payments to the Contractor as the Contract Documents require; (2) the Contractor identifies in writing a reasonable concern regarding the Owner's ability to make payment when due; or (3) a change in the Work materially changes the Contract Sum. If the Owner fails to provide such evidence, as required, within fourteen days of the Contractor's request, the Contractor may immediately stop the Work and, in that event, shall notify the Owner that the Work has stopped. However, if the request is made because a change in the Work materially changes the Contract Sum under (3) above, the Contractor may immediately stop only that portion of the Work affected by the change until reasonable evidence is provided. If the Work is stopped under this Section 2.2.2, 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 in the Contract Documents.

**§ 2.2.3** After the Owner furnishes evidence of financial arrangements under this Section 2.2, the Owner shall not materially vary such financial arrangements without prior notice to the Contractor.

**§ 2.2.4** Where the Owner has designated information furnished under this Section 2.2 as "confidential," the Contractor shall keep the information confidential and shall not disclose it to any other person. However, the Contractor may disclose "confidential" information, after seven (7) days' notice to the Owner, where disclosure is required by law, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or by court or arbitrator(s) order. The Contractor may also disclose "confidential" information to its employees, consultants, sureties, Subcontractors and their employees, Sub-subcontractors, and others who need to know the content of such information solely and exclusively for the Project and who agree to maintain the confidentiality of such information.

### **§ 2.3 Information and Services Required of the Owner**

**§ 2.3.1** 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.

**§ 2.3.2** 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.

**§ 2.3.3** If the employment of the Architect terminates, the Owner shall employ a successor to whom the Contractor has no reasonable objection and whose status under the Contract Documents shall be that of the Architect.

**§ 2.3.4** 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.

**§ 2.3.5** 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.

**§ 2.3.6** 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.

#### **§ 2.4 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.

#### **§ 2.5 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 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 default or neglect. Such action by the Owner and amounts charged to the Contractor are both subject to prior approval of the Architect and the Architect may, pursuant to Section 9.5.1, withhold or nullify a Certificate for Payment in whole or in part, to the extent reasonably necessary to reimburse the Owner for 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. If current and future payments are not sufficient to cover such amounts, the Contractor shall pay the difference to the Owner. If the Contractor disagrees with the actions of the Owner or the Architect, or the amounts claimed as costs to the Owner, the Contractor may file a Claim pursuant to Article 15.

### **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 its 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 2.3.4, 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 submit 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, subject to Section 15.1.7, 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. If the Contract Documents give specific instructions concerning construction means, methods, techniques, sequences, or procedures, the Contractor shall evaluate the jobsite safety thereof and shall be 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 notice to the Owner and Architect, and shall propose alternative means, methods, techniques, sequences, or procedures. The Architect shall evaluate the proposed alternative solely for conformance with the design intent for the completed construction. Unless the Architect objects to the Contractor's proposed alternative, the Contractor shall perform the Work using its alternative 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 approved by the Architect in accordance with Section 3.12.8 or ordered by the Architect in accordance with Section 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**

**§ 3.5.1** 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.

§ 3.5.2 All material, equipment, or other special warranties required by the Contract Documents shall be issued in the name of the Owner, or shall be transferable to the Owner, and shall commence in accordance with Section 9.8.4.

### § 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 14 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 that an equitable adjustment be made 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, stating the reasons. If either party disputes the Architect's determination or recommendation, that party may submit a Claim 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 notify the Owner and Architect of the name and qualifications of a proposed superintendent. Within 14 days of receipt of the information, the Architect may notify the Contractor, stating whether the Owner or the Architect (1) has reasonable objection to the proposed superintendent or (2) requires additional time for review. Failure of the Architect to provide notice 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 and Submittal Schedules

§ 3.10.1 The Contractor, promptly after being awarded the Contract, shall submit for the Owner's and Architect's information a Contractor's construction schedule for the Work. The schedule shall contain detail appropriate for the Project, including (1) the date of commencement of the Work, interim schedule milestone dates, and the date of Substantial Completion; (2) an apportionment of the Work by construction activity; and (3) the time required for completion of each portion of the Work. The schedule shall provide for the orderly progression of the Work to completion and shall not exceed time limits current under the Contract Documents. The schedule shall be revised at appropriate intervals as required by the conditions of the Work and Project.

§ 3.10.2 The Contractor, promptly after being awarded the Contract and thereafter as necessary to maintain a current submittal schedule, shall submit a submittal schedule for the Architect's approval. The Architect's approval shall not be unreasonably 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, or fails to provide submittals in accordance with the approved 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 make available, at the Project site, the Contract Documents, including Change Orders, Construction Change Directives, and other Modifications, in good order and marked currently to indicate field changes and selections made during construction, and the approved Shop Drawings, Product Data, Samples, and similar required submittals. These shall be in electronic form or paper copy, available to the Architect and Owner, and 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 how 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 the requirements of the Contract Documents by the Architect's approval of Shop Drawings, Product Data, Samples, or similar submittals, unless the Contractor has specifically notified the Architect 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 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.

**§ 3.12.10.1** 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 be entitled to rely upon the adequacy and accuracy of the performance and design criteria provided in the Contract Documents. The Contractor shall cause such services or certifications to be provided by an appropriately 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 and accuracy of the services, certifications, and approvals performed or provided by such design professionals, provided the Owner and Architect have specified to the Contractor the performance and design criteria that such services must satisfy. Pursuant to this Section 3.12.10, the Architect will review and 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.

**§ 3.12.10.2** If the Contract Documents require the Contractor's design professional to certify that the Work has been performed in accordance with the design criteria, the Contractor shall furnish such certifications to the Architect at the

time and in the form specified by the Architect.

### **§ 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, 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, or patching shall be restored to the condition existing prior to the cutting, fitting, or 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 construction by the Owner or a Separate Contractor except with written consent of the Owner and of the Separate Contractor. Consent shall not be unreasonably withheld. The Contractor shall not unreasonably withhold, from the Owner or a Separate Contractor, its 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 and 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 the Owner shall be entitled to reimbursement from the Contractor.

### **§ 3.16 Access to Work**

The Contractor shall provide the Owner and Architect with 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 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 an infringement of a copyright or patent is discovered by, or made known to, the Contractor, the Contractor shall be responsible for the loss unless the 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 Architect is the person or entity retained by the Owner pursuant to Section 2.3.2 and identified as such in the Agreement.

**§ 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.

### **§ 4.2 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.

**§ 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 promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) 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**

The Owner and Contractor shall include the Architect in all communications that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect. Communications by and with Subcontractors and suppliers shall be through the Contractor. Communications by and with Separate Contractors shall be through the Owner. The Contract Documents may specify other communication protocols.

**§ 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 13.4.2 and 13.4.3, whether or not the 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, 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 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 order 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 Owner shall notify the Contractor of any change in the duties, responsibilities and limitations of authority of the Project representatives.

§ 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 the 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, the Contractor, as soon as practicable after award of the Contract, shall notify the Owner and Architect of the persons or entities proposed for each principal portion of the Work, including those who are to furnish materials or equipment fabricated to a special design. Within 14 days of receipt of the information, the Architect may notify the Contractor whether the Owner or the Architect (1) has reasonable objection to any such proposed person or entity or (2) requires additional time for review. Failure of the Architect to provide notice 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 for one previously selected if the Owner or Architect makes reasonable objection to such substitution.

### **§ 5.3 Subcontractual Relations**

By appropriate written agreement, 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 that the Contractor, by these Contract 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; 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 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 term "Separate Contractor(s)" shall mean other contractors retained by the Owner under separate agreements. The Owner reserves the right to perform construction or operations related to the Project with the Owner's own forces, and with Separate Contractors retained under Conditions of the Contract substantially similar to those of this Contract, including those provisions of the Conditions of the Contract related to insurance and waiver of subrogation.

**§ 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 any Separate Contractors and the Owner in reviewing their construction schedules. The Contractor shall make any revisions to its 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 or with Separate Contractors, the Owner or its Separate Contractors shall have the same obligations and rights that the Contractor has 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 notify the Architect of apparent discrepancies or defects in the construction or operations by the Owner or Separate Contractor that would render it unsuitable for proper execution and results of the Contractor's Work. Failure of the Contractor to notify the Architect of apparent discrepancies or defects prior to proceeding with the Work 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. The Contractor shall not be responsible for discrepancies or defects in the construction or operations by the Owner or Separate Contractor that are not apparent.

**§ 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 that the Contractor wrongfully causes to completed or partially completed construction or to property of the Owner or Separate Contractor 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. The Contractor shall proceed promptly with changes in the Work, 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 7.3.4.

§ 7.3.4 If the Contractor does not respond promptly or disagrees with the method for adjustment in the Contract Sum, the Architect shall determine 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 7.3.4 shall be limited to the following:

- .1 Costs of labor, including applicable payroll taxes, fringe benefits required by agreement or custom, workers' compensation insurance, and other employee costs approved by the Architect;
- .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, directly related to the change; and
- .5 Costs of supervision and field office personnel directly attributable to the change.

§ 7.3.5 If the Contractor disagrees with the adjustment in the Contract Time, the Contractor may make a Claim in accordance with applicable provisions of Article 15.

§ 7.3.6 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.

§ 7.3.7 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.

§ 7.3.8 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 may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. The Architect's order for minor changes shall be in writing. If the Contractor believes that the proposed minor change in the Work will affect the Contract Sum or Contract Time, the Contractor shall notify the Architect and shall not proceed to implement the change in the Work. If the Contractor performs the Work set forth in the Architect's order for a minor change without prior notice to the Architect that such change will affect the Contract Sum or Contract Time, the Contractor waives any adjustment to the Contract Sum or extension of the Contract Time.

### 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, commence the Work prior to the effective date of insurance required to be furnished by the Contractor and Owner.

§ 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 (1) an act or neglect of the Owner or Architect, of an employee of either, or of a Separate Contractor; (2) by changes ordered in the Work; (3) by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, adverse weather conditions documented in accordance with Section 15.1.6.2, or other causes beyond the Contractor's control; (4) by delay authorized by the Owner pending mediation and binding dispute resolution; or (5) by other causes that the Contractor asserts, and the Architect determines, justify delay, then the Contract Time shall be extended 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

§ 9.1.1 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.

**§ 9.1.2** If unit prices are stated in the Contract Documents or subsequently agreed upon, and if quantities originally contemplated are materially changed so that application of such unit prices to the actual quantities causes substantial inequity to the Owner or Contractor, the applicable unit prices shall be equitably adjusted.

### **§ 9.2 Schedule of Values**

Where the Contract is based on a stipulated sum or Guaranteed Maximum Price, the Contractor shall submit a schedule of values to the Architect before the first Application for Payment, allocating the entire Contract Sum to the various portions of the Work. The schedule of values shall be prepared in the form, and supported by the data to substantiate its accuracy, required by the Architect. This schedule, unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's Applications for Payment. Any changes to the schedule of values shall be submitted to the Architect and supported by such data to substantiate its accuracy as the Architect may require, and unless objected to by the Architect, shall be used as a basis for reviewing the Contractor's subsequent 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. The application shall be notarized, if required, and supported by all data substantiating the Contractor's right to payment that the Owner or Architect require, such as copies of requisitions, and releases and waivers of liens from Subcontractors and 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 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, suppliers, or other persons or entities that 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 (1) issue to the Owner a Certificate for Payment in the full amount of the Application for Payment, with a copy to the Contractor; or (2) issue to the Owner a Certificate for Payment for such amount as the Architect determines is properly due, and notify the Contractor and Owner of the Architect's reasons for withholding certification in part as provided in Section 9.5.1; or (3) withhold certification of the entire Application for Payment, and notify the Contractor and Owner of the Architect's reason for withholding certification in whole 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 in the Application for Payment, that, to the best of the Architect's knowledge, information, and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. 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. 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 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 suppliers 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 either party disputes the Architect's decision regarding a Certificate for Payment under Section 9.5.1, in whole or in part, that party may submit a Claim in accordance with Article 15.

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

**§ 9.5.4** 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 supplier 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 Contractor shall reflect such payment on its next Application 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 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 and suppliers

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 or supplier, except as may otherwise be required by law.

**§ 9.6.5** The Contractor's payments to 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 or provided by 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, create any fiduciary liability or tort liability on the part of the Contractor for breach of trust, or entitle any person or entity to an award of punitive damages against the Contractor for breach of the requirements of this provision.

**§ 9.6.8** Provided the Owner has fulfilled its payment obligations under the Contract Documents, the Contractor shall defend and indemnify the Owner from all loss, liability, damage or expense, including reasonable attorney's fees and litigation expenses, arising out of any lien claim or other claim for payment by any Subcontractor or supplier of any tier. Upon receipt of notice of a lien claim or other claim for payment, the Owner shall notify the Contractor. If approved by the applicable court, when required, the Contractor may substitute a surety bond for the property against which the lien or other claim for payment has been asserted.

#### **§ 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' 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; establish responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work and insurance; and 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 the Certificate. Upon such acceptance, and consent of surety if any, the Owner shall make payment of retainage applying to the 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 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 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. 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 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, (3) a written statement that the Contractor knows of no 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, (5) documentation of any special warranties, such as manufacturers' warranties or specific Subcontractor warranties, and (6) if required by the Owner, other data establishing payment or satisfaction of obligations, such as receipts and 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, claim, security interest, or encumbrance. If a lien, claim, security interest, or encumbrance 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 the lien, claim, security interest, or encumbrance, 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, corrected, 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 the 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;
  - .3 terms of special warranties required by the Contract Documents; or
  - .4 audits performed by the Owner, if permitted by the Contract Documents, after final payment.

**§ 9.10.5** Acceptance of final payment by the Contractor, a Subcontractor, or a 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, a Subcontractor, or a Sub-subcontractor; 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 implement, 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 the owners and users of adjacent sites and utilities of the safeguards.

**§ 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. The Contractor may make a Claim for the cost to remedy the damage or loss to the extent such damage or loss is 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, notice of the 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 and Substances**

**§ 10.3.1** The Contractor is responsible for compliance with any requirements included in the Contract Documents regarding hazardous materials or substances. 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 notify the Owner and Architect of the condition.

**§ 10.3.2** Upon receipt of the Contractor's 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 the material or substance or who are to perform the task of removal or safe containment of the 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 by the amount of the Contractor's reasonable additional costs of shutdown, 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 hazardous 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 hazardous 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 reimburse the Owner for the cost and expense the Owner incurs (1) for remediation of hazardous materials or substances 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 reimburse 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 Insurance and Bonds**

**§ 11.1.1** The Contractor shall purchase and maintain insurance of the types and limits of liability, containing the

endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Contractor shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Owner, Architect, and Architect's consultants shall be named as additional insureds under the Contractor's commercial general liability policy or as otherwise described in the Contract Documents.

§ 11.1.2 The Contractor shall provide surety bonds of the types, for such penal sums, and subject to such terms and conditions as required by the Contract Documents. The Contractor shall purchase and maintain the required bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 11.1.3 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.

§ 11.1.4 **Notice of Cancellation or Expiration of Contractor's Required Insurance.** Within three (3) business days of the date the Contractor becomes aware of an impending or actual cancellation or expiration of any insurance required by the Contract Documents, the Contractor shall provide notice to the Owner of such impending or actual cancellation or expiration. Upon receipt of notice from the Contractor, the Owner shall, unless the lapse in coverage arises from an act or omission of the Owner, have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by the Contractor. The furnishing of notice by the Contractor shall not relieve the Contractor of any contractual obligation to provide any required coverage.

## § 11.2 Owner's Insurance

§ 11.2.1 The Owner shall purchase and maintain insurance of the types and limits of liability, containing the endorsements, and subject to the terms and conditions, as described in the Agreement or elsewhere in the Contract Documents. The Owner shall purchase and maintain the required insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located.

§ 11.2.2 **Failure to Purchase Required Property Insurance.** If the Owner fails to purchase and maintain the required property insurance, with all of the coverages and in the amounts described in the Agreement or elsewhere in the Contract Documents, the Owner shall inform the Contractor in writing prior to commencement of the Work. Upon receipt of notice from the Owner, the Contractor may delay commencement of the Work and may obtain insurance that will protect the interests of the Contractor, Subcontractors, and Sub-Subcontractors in the Work. When the failure to provide coverage has been cured or resolved, the Contract Sum and Contract Time shall be equitably adjusted. In the event the Owner fails to procure coverage, the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent the loss to the Owner would have been covered by the insurance to have been procured by the Owner. The cost of the insurance shall be charged to the Owner by a Change Order. If the Owner does not provide written notice, and the Contractor is damaged by the failure or neglect of the Owner to purchase or maintain the required insurance, the Owner shall reimburse the Contractor for all reasonable costs and damages attributable thereto.

§ 11.2.3 **Notice of Cancellation or Expiration of Owner's Required Property Insurance.** Within three (3) business days of the date the Owner becomes aware of an impending or actual cancellation or expiration of any property insurance required by the Contract Documents, the Owner shall provide notice to the Contractor of such impending or actual cancellation or expiration. Unless the lapse in coverage arises from an act or omission of the Contractor: (1) the Contractor, upon receipt of notice from the Owner, shall have the right to stop the Work until the lapse in coverage has been cured by the procurement of replacement coverage by either the Owner or the Contractor; (2) the Contract Time and Contract Sum shall be equitably adjusted; and (3) the Owner waives all rights against the Contractor, Subcontractors, and Sub-subcontractors to the extent any loss to the Owner would have been covered by the insurance had it not expired or been cancelled. If the Contractor purchases replacement coverage, the cost of the insurance shall be charged to the Owner by an appropriate Change Order. The furnishing of notice by the Owner shall not relieve the Owner of any contractual obligation to provide required insurance.

## § 11.3 Waivers of Subrogation

§ 11.3.1 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; (2) the Architect and Architect's consultants; and (3) Separate Contractors, 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 those losses are covered by property insurance required by the Agreement or other property insurance applicable to the Project, except such rights as they have to proceeds of such insurance. The

Owner or Contractor, as appropriate, shall require similar written waivers in favor of the individuals and entities identified above from the Architect, Architect's consultants, Separate Contractors, subcontractors, and sub-subcontractors. The policies of insurance purchased and maintained by each person or entity agreeing to waive claims pursuant to this section 11.3.1 shall not prohibit this waiver of subrogation. This waiver of subrogation shall be effective as to a person or entity (1) even though that person or entity would otherwise have a duty of indemnification, contractual or otherwise, (2) even though that person or entity did not pay the insurance premium directly or indirectly, or (3) whether or not the person or entity had an insurable interest in the damaged property.

**§ 11.3.2** 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, to the extent permissible by such policies, the Owner waives all rights in accordance with the terms of Section 11.3.1 for damages caused by fire or other causes of loss covered by this separate property insurance.

#### **§ 11.4 Loss of Use, Business Interruption, and Delay in Completion Insurance**

The Owner, at the Owner's option, may purchase and maintain insurance that will protect the Owner against loss of use of the Owner's property, or the inability to conduct normal operations, due to fire or other causes of loss. The Owner waives all rights of action against the Contractor and Architect for loss of use of the Owner's property, due to fire or other hazards however caused.

#### **§ 11.5 Adjustment and Settlement of Insured Loss**

**§ 11.5.1** A loss insured under the property insurance required by the Agreement 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 11.5.2. The Owner shall pay the Architect and Contractor their just shares of insurance proceeds received by the Owner, and by appropriate agreements the Architect and Contractor shall make payments to their consultants and Subcontractors in similar manner.

**§ 11.5.2** Prior to settlement of an insured loss, the Owner shall notify the Contractor of the terms of the proposed settlement as well as the proposed allocation of the insurance proceeds. The Contractor shall have 14 days from receipt of notice to object to the proposed settlement or allocation of the proceeds. If the Contractor does not object, the Owner shall settle the loss and the Contractor shall be bound by the settlement and allocation. Upon receipt, the Owner shall deposit the insurance proceeds in a separate account and make the appropriate distributions. Thereafter, if no other agreement is made or the Owner does not terminate the Contract for convenience, the Owner and Contractor shall execute a Change Order for reconstruction of the damaged or destroyed Work in the amount allocated for that purpose. If the Contractor timely objects to either the terms of the proposed settlement or the allocation of the proceeds, the Owner may proceed to settle the insured loss, and any dispute between the Owner and Contractor arising out of the settlement or allocation of the proceeds shall be resolved pursuant to Article 15. Pending resolution of any dispute, the Owner may issue a Construction Change Directive for the reconstruction of the damaged or destroyed Work.

### **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, the Contractor shall be entitled to an equitable adjustment to the Contract Sum and Contract Time as may be appropriate. If such Work is not in accordance with the Contract Documents, the costs of uncovering the Work, and the cost of correction, shall be at the Contractor's expense.

#### **§ 12.2 Correction of Work**

##### **§ 12.2.1 Before Substantial Completion**

The Contractor shall promptly correct Work rejected by the Architect or failing to conform to the requirements of the Contract Documents, discovered before 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 any 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 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 2.5.

**§ 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 of the Owner or Separate Contractors, whether completed or partially completed, 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, excluding that jurisdiction's choice of law rules. 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 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 the assignment.

### § 13.3 Rights and Remedies

§ 13.3.1 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.

§ 13.3.2 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 thereunder, except as may be specifically agreed upon in writing.

### § 13.4 Tests and Inspections

§ 13.4.1 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 tests, inspections, or approvals that do not become requirements until after bids are received or negotiations concluded. The Owner shall directly arrange and pay for tests, inspections, or approvals where building codes or applicable laws or regulations so require.

§ 13.4.2 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 13.4.1, 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 13.4.3, shall be at the Owner's expense.

§ 13.4.3 If procedures for testing, inspection, or approval under Sections 13.4.1 and 13.4.2 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.

§ 13.4.4 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.

§ 13.4.5 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.

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

### § 13.5 Interest

Payments due and unpaid under the Contract Documents shall bear interest from the date payment is due at the rate the parties 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.

## 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, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, 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 reasonable evidence as required by Section 2.2.

§ 14.1.2 The Contractor may terminate the Contract if, through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, their agents or employees, or any other persons or entities performing portions of the Work, 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' notice to the Owner and Architect, terminate the Contract and recover from the Owner payment for Work executed, as well as reasonable overhead and profit on Work not executed, and costs incurred by reason of such termination.

§ 14.1.4 If the Work is stopped for a period of 60 consecutive days through no act or fault of the Contractor, a Subcontractor, a Sub-subcontractor, or their agents or employees or any other persons or entities performing portions of the Work 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' 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 or suppliers in accordance with the respective agreements between the Contractor and the Subcontractors or Suppliers;
- .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 reasons described in Section 14.2.1 exist, and upon certification by the Architect that sufficient cause exists to justify such action, the Owner 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' 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 under 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 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 Owner shall pay the Contractor for Work properly executed; costs incurred by reason of the termination, including costs attributable to termination of Subcontracts; and the termination fee, if any, set forth in the Agreement.

**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, a change in the Contract Time, 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. This Section 15.1.1 does not require the Owner to file a Claim in order to impose liquidated damages in accordance with the Contract Documents.

**§ 15.1.2 Time Limits on Claims**

The Owner and Contractor shall commence all Claims and causes of action against the other and arising out of or related to the Contract, whether in contract, tort, breach of warranty or otherwise, in accordance with the requirements of the binding dispute resolution method selected in the Agreement and within the 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 15.1.2.

**§ 15.1.3 Notice of Claims**

**§ 15.1.3.1** Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered prior to expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by 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 under this Section 15.1.3.1 shall 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.

**§ 15.1.3.2** Claims by either the Owner or Contractor, where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2, shall be initiated by notice to the other party. In such event, no decision by the Initial Decision Maker is required.

**§ 15.1.4 Continuing Contract Performance**

**§ 15.1.4.1** 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.

**§ 15.1.4.2** The Contract Sum and Contract Time shall be adjusted in accordance with the Initial Decision Maker's decision, subject to the right of either party to proceed in accordance with this Article 15. The Architect will issue Certificates for Payment in accordance with the decision of the Initial Decision Maker.

**§ 15.1.5 Claims for Additional Cost**

If the Contractor wishes to make a Claim for an increase in the Contract Sum, notice as provided in Section 15.1.3 shall be given before proceeding to execute the portion of the Work that is the subject of the Claim. Prior notice is not required for Claims relating to an emergency endangering life or property arising under Section 10.4.

**§ 15.1.6 Claims for Additional Time**

**§ 15.1.6.1** If the Contractor wishes to make a Claim for an increase in the Contract Time, notice as provided in Section

15.1.3 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.

**§ 15.1.6.2** 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.

#### **§ 15.1.7 Waiver of 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 15.1.7 shall be deemed to preclude assessment of liquidated damages, when applicable, in accordance with the requirements of the Contract Documents.

#### **§ 15.2 Initial Decision**

**§ 15.2.1** Claims, excluding those where the condition giving rise to the Claim is first discovered after expiration of the period for correction of the Work set forth in Section 12.2.2 or arising under Sections 10.3, 10.4, and 11.5, 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. If an initial decision has not been rendered within 30 days after the Claim has been referred to the Initial Decision Maker, the party asserting the Claim may demand mediation and binding dispute resolution without a 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 the 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 receipt of an initial decision, demand in writing that the other party file for mediation. If such a demand is made and the party receiving the demand fails to file for mediation within 30 days after receipt thereof, 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 15.1.7, 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** Either party may, within 30 days from the date that mediation has been concluded without resolution of the dispute or 60 days after mediation has been demanded without resolution of the dispute, demand in writing that the other party file for binding dispute resolution. If such a demand is made and the party receiving the demand fails to file for binding dispute resolution within 60 days after receipt thereof, then both parties waive their rights to binding dispute resolution proceedings with respect to the initial decision.

**§ 15.3.4** 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. The Arbitration shall be conducted in the place where the Project is located, unless another location is mutually agreed upon. 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** Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party 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** Subject to the rules of the American Arbitration Association or other applicable arbitration rules, either party 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 those of the Owner and Contractor under this Agreement.

Sample

**Bid Bond**

**CONTRACTOR:**

*(Name, legal status and address)*

« »  
« »

**SURETY:**

*(Name, legal status and principal place of business)*

« »  
« »

**OWNER:**

*(Name, legal status and address)*

« »  
« »

**BOND AMOUNT:** \$ « »

**PROJECT:**

*(Name, location or address, and Project number, if any)*

«Blank»  
« »  
« »

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

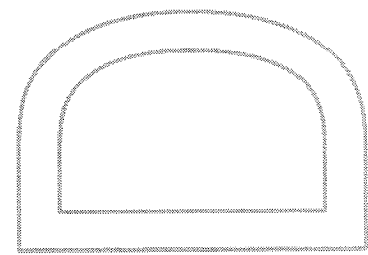
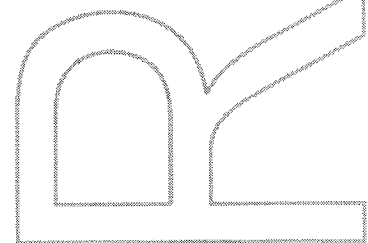
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.



**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.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.



**ELECTRONIC COPYING** of any portion of this AIA® Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

Signed and sealed this « » day of « », « »

(Witness)

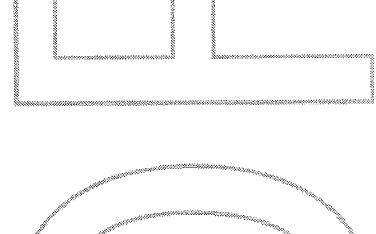
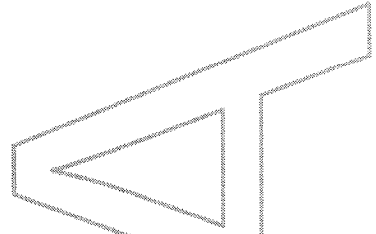
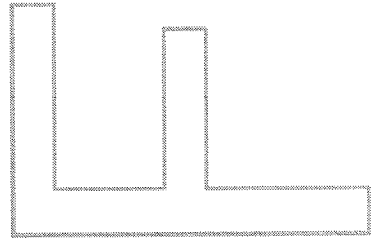
(Witness)

« »  
(Contractor as Principal) (Seal)

« »  
(Title)

« »  
(Surety) (Seal)

« »  
(Title)



# DRAFT AIA<sup>®</sup> Document A312<sup>™</sup> - 2010

## Performance Bond

**CONTRACTOR:**

(Name, legal status and address)

« »  
« »

**SURETY:**

(Name, legal status and principal place of business)

« »  
« »

**OWNER:**

(Name, legal status and address)

« »  
« »

**CONSTRUCTION CONTRACT**

Date: « »

Amount: \$ « »

Description:

(Name and location)

«Blank»

« »

**BOND**

Date:

(Not earlier than Construction Contract Date)

« »

Amount: \$ « »

Modifications to this Bond:  None  See Section 16

**CONTRACTOR AS PRINCIPAL**

Company: (Corporate Seal)

**SURETY**

Company: (Corporate Seal)

Signature:

Name and « »

Title:

Signature:

Name and « »

Title:

(Any additional signatures appear on the last page of this Performance Bond.)

(FOR INFORMATION ONLY — Name, address and telephone)

**AGENT or BROKER:**

« »  
« »  
« »

**OWNER'S REPRESENTATIVE:**

(Architect, Engineer or other party:)

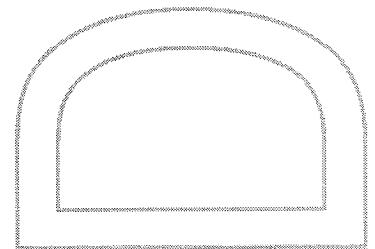
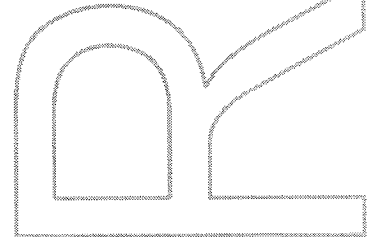
« »  
« »  
« »  
« »  
« »  
« »  
« »

**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.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.



**ELECTRONIC COPYING** of any portion of this AIA<sup>®</sup> Document to another electronic file is prohibited and constitutes a violation of copyright laws as set forth in the footer of this document.

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

§ 2 If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Section 3.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after

- .1 the Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Section 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;
- .2 the Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and
- .3 the Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

§ 4 Failure on the part of the Owner to comply with the notice requirement in Section 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

§ 5 When the Owner has satisfied the conditions of Section 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

§ 5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

§ 5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

§ 5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Section 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

§ 5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

- .1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or
- .2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

§ 6 If the Surety does not proceed as provided in Section 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Section 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.



§ 7 If the Surety elects to act under Section 5.1, 5.2 or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication, for

- .1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;
- .2 additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Section 5; and
- .3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

§ 8 If the Surety elects to act under Section 5.1, 5.3 or 5.4, the Surety's liability is limited to the amount of this Bond.

§ 9 The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors and assigns.

§ 10 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 11 Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 12 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

§ 13 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

#### § 14 Definitions

§ 14.1 **Balance of the Contract Price.** The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

§ 14.2 **Construction Contract.** The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

§ 14.3 **Contractor Default.** Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

§ 14.4 **Owner Default.** Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 14.5 **Contract Documents.** All the documents that comprise the agreement between the Owner and Contractor.

§ 15 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 16 Modifications to this bond are as follows:

« »

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

**CONTRACTOR AS PRINCIPAL**

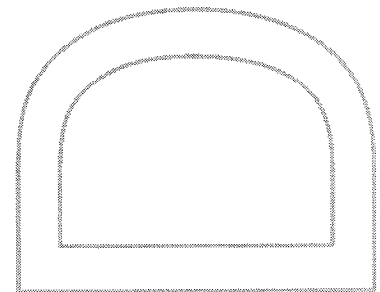
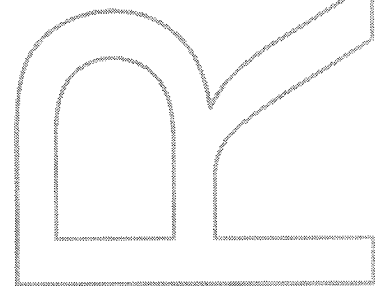
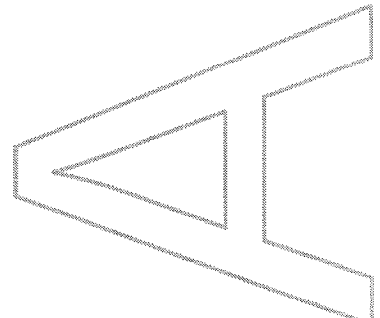
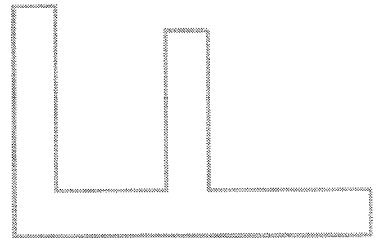
**SURETY**

Company: (Corporate Seal)

Company: (Corporate Seal)

Signature: \_\_\_\_\_  
Name and Title: « »  
Address: « »

Signature: \_\_\_\_\_  
Name and Title: « »  
Address: « »



# DRAFT AIA® Document G701™ - 2001

## Change Order

PROJECT (Name and address):

CHANGE ORDER NUMBER:

DATE:

TO CONTRACTOR (Name and address):

ARCHITECT'S PROJECT NUMBER:

CONTRACT DATE:

CONTRACT FOR:

OWNER:

ARCHITECT:

CONTRACTOR:

FIELD:

OTHER:

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

The original Contract Sum was  
 The net change by previously authorized Change Orders  
 The Contract Sum prior to this Change Order was  
 The Contract Sum will be increased by this Change Order in the amount of  
 The new Contract Sum including this Change Order will be

\$	
\$	
\$	0.00
\$	
\$	0.00

The Contract Time will be increased by Zero (0) days.  
 The date of Substantial Completion as of the date of this Change Order therefore is

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

\_\_\_\_\_  
 ARCHITECT (Firm name)

\_\_\_\_\_  
 CONTRACTOR (Firm name)

\_\_\_\_\_  
 OWNER (Firm name)

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 ADDRESS

\_\_\_\_\_  
 BY (Signature)

\_\_\_\_\_  
 BY (Signature)

\_\_\_\_\_  
 BY (Signature)

\_\_\_\_\_  
 (Typed name)

\_\_\_\_\_  
 (Typed name)

\_\_\_\_\_  
 (Typed name)

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DATE

\_\_\_\_\_  
 DATE

**Application and Certificate for Payment**

TO OWNER: PROJECT: Blank  
 FROM CONTRACTOR: VIA ARCHITECT:

APPLICATION NO: 001 Distribution to: OWNER: [ ]  
 PERIOD TO: ARCHITECT: [ ]  
 CONTRACT FOR: General Construction CONTRACTOR: [ ]  
 CONTRACT DATE: / / FIELD: [ ]  
 PROJECT NOS: / /

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM..... \$0.00
- 2. NET CHANGE BY CHANGE ORDERS..... \$0.00
- 3. CONTRACT SUM TO DATE (Line 1 ± 2)..... \$0.00
- 4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)..... \$0.00
- 5. RETAINAGE:
  - a. 0% of Completed Work (Column D + E on G703): \$0.00
  - b. 0% of Stored Material (Column F on G703): \$0.00

Total Retainage (Lines 5a + 5b or Total in Column I of G703)..... \$0.00

- 6. TOTAL EARNED LESS RETAINAGE..... \$0.00  
 (Line 4 Less Line 5 Total)
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT..... \$0.00  
 (Line 6 from prior Certificate)
- 8. CURRENT PAYMENT DUE..... \$0.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE..... \$0.00  
 (Line 3 less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$0.00</b>
NET CHANGES by Change Order		\$0.00

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

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

By: \_\_\_\_\_  
 State of: \_\_\_\_\_  
 County of: \_\_\_\_\_  
 Subscribed and sworn to before \_\_\_\_\_ day of \_\_\_\_\_  
 me this \_\_\_\_\_  
 Notary Public: \_\_\_\_\_  
 My Commission expires: \_\_\_\_\_

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED..... \$0.00

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

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

AIA Document G702™ - 1992. Copyright © 1953, 1963, 1965, 1971, 1976, 1983 and 1992 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This draft was produced by AIA software at 04:05:20 on 02/13/2014 under Order No. 4029429144\_1 which expires on 04/29/2014, and is not for resale.  
 User Notes:  
 (1665415239)

# DRAFT AIA® Document G703™ - 1992

## Continuation Sheet

AIA Document G702™, 1992, Application and Certification for Payment, or G736™, 2009, Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.  
 In tabulations below, amounts are in US dollars.  
 Use Column I on Contracts where variable retainage for line items may apply.

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

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)	H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
		0.00	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
<b>GRAND TOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>

AIA Document G703™ - 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorised reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This draft was produced by AIA software at 10:56:20 on 07/29/2014 under Order No. 7826190449. User Notes: (926436179)

# DRAFT AIA® Document G704™ - 2000

## Certificate of Substantial Completion

**PROJECT:**  
(Name and address)

**PROJECT NUMBER:** /  
**CONTRACT FOR:** General Construction  
**CONTRACT DATE:**

OWNER:   
 ARCHITECT:   
 CONTRACTOR:   
 FIELD:   
 OTHER:

**TO OWNER:**  
(Name and address)

**TO CONTRACTOR:**  
(Name and address)

**PROJECT OR PORTION OF THE PROJECT DESIGNATED FOR PARTIAL OCCUPANCY OR USE SHALL INCLUDE:**

The Work performed under this Contract has been reviewed and found, to the Architect's best knowledge, information and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated above is the date of issuance established by this Certificate, which is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

**Warranty**

**Date of Commencement**

\_\_\_\_\_  
ARCHITECT

BY

\_\_\_\_\_  
DATE OF ISSUANCE

A list of items to be completed or corrected is attached hereto. The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment.

**Cost estimate of Work that is incomplete or defective: \$0.00**

The Contractor will complete or correct the Work on the list of items attached hereto within Zero (0) days from the above date of Substantial Completion.

\_\_\_\_\_  
CONTRACTOR

BY

\_\_\_\_\_  
DATE

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

\_\_\_\_\_  
OWNER

BY

\_\_\_\_\_  
DATE

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

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

# DRAFT AIA<sup>®</sup> Document G706A<sup>™</sup> - 1994

## Contractor's Affidavit of Release of Liens

PROJECT: *(Name and address)*

ARCHITECT'S PROJECT  
NUMBER:

CONTRACT FOR: General  
Construction

CONTRACT DATED:

TO OWNER: *(Name and address)*

OWNER:

ARCHITECT:

CONTRACTOR:

SURETY:

OTHER:

STATE OF:  
COUNTY OF:

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

EXCEPTIONS:

SUPPORTING DOCUMENTS ATTACHED HERETO:

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

CONTRACTOR: *(Name and address)*

BY:

*(Signature of authorized  
representative)*

*(Printed name and title)*

Subscribed and sworn to before me on this date:

Notary Public:

My Commission Expires:

# DRAFT AIA<sup>®</sup> Document G707<sup>™</sup> - 1994

## Consent Of Surety to Final Payment

PROJECT: *(Name and address)*

ARCHITECT'S PROJECT NUMBER:

CONTRACT FOR: General Construction

TO OWNER: *(Name and address)*

CONTRACT DATED:

OWNER:

ARCHITECT:

CONTRACTOR:

SURETY:

OTHER:

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

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

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

as set forth in said Surety's bond.

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

*(Surety)*

*(Signature of authorized representative)*

*(Printed name and title)*

Attest:  
*(Seal):*



# DRAFT AIA® Document G710™ - 1992

## Architect's Supplemental Instructions

PROJECT (Name and address):

ARCHITECT'S SUPPLEMENTAL  
INSTRUCTION NO: 001

OWNER (Name and address):

DATE OF ISSUANCE:

CONTRACT FOR: General Construction

FROM ARCHITECT (Name and  
address):

CONTRACT DATE:

TO CONTRACTOR (Name and  
address):

ARCHITECT'S PROJECT NUMBER:

OWNER:   
ARCHITECT:   
CONSULTANT:   
CONTRACTOR:   
FIELD:   
OTHER:

The Work shall be carried out in accordance with the following supplemental instructions issued in accordance with the Contract Documents without change in Contract Sum or Contract Time. Proceeding with the Work in accordance with these instructions indicates your acknowledgment that there will be no change in the Contract Sum or Contract Time.

DESCRIPTION:

ATTACHMENTS:

(Here insert listing of documents that support description.)

ISSUED BY THE ARCHITECT:

\_\_\_\_\_  
(Signature)

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

# DRAFT AIA® Document G714™ - 2007

## Construction Change Directive

PROJECT: *(Name and address)*

DIRECTIVE NUMBER: 001

DATE:

CONTRACT FOR: General Construction

TO CONTRACTOR: *(Name and address)*

CONTRACT DATED:

ARCHITECT'S PROJECT NUMBER:

OWNER:

ARCHITECT:

CONSULTANT:

CONTRACTOR:

FIELD:

OTHER:

You are hereby directed to make the following change(s) in this Contract:  
*(Describe briefly any proposed changes or list any attached information in the alternative)*

### PROPOSED ADJUSTMENTS

- The proposed basis of adjustment to the Contract Sum or Guaranteed Maximum Price is:
  - Lump Sum decrease of \$0.00
  - Unit Price of \$        per
  - As provided in Section 7.3.3 of AIA Document A201-2007
  - As follows:

- The Contract Time is proposed to (remain unchanged). The proposed adjustment, if any, is 0 days.

When signed by the Owner and Architect and received by the Contractor, this document becomes effective IMMEDIATELY as a Construction Change Directive (CCD), and the Contractor shall proceed with the change(s) described above.

Contractor signature indicates agreement with the proposed adjustments in Contract Sum and Contract Time set forth in this CCD.

\_\_\_\_\_  
ARCHITECT *(Firm name)*

\_\_\_\_\_  
OWNER *(Firm name)*

\_\_\_\_\_  
CONTRACTOR *(Firm name)*

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
BY *(Signature)*

\_\_\_\_\_  
BY *(Signature)*

\_\_\_\_\_  
BY *(Signature)*

\_\_\_\_\_  
*(Typed name)*

\_\_\_\_\_  
*(Typed name)*

\_\_\_\_\_  
*(Typed name)*

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

DOCUMENT 00 4113 - BID FORM - STIPULATED SUM (SINGLE-PRIME CONTRACT)

1.1 BID INFORMATION

- A. Bidder: \_\_\_\_\_.
- B. Project Name: CCHS – SECURE ENTRY VESTIBULE
- C. Project Location: Draper, Utah.
- D. Owner: Canyon School District.
- E. Architect: CORE Architecture.
- F. Architect Project Number: 24-013.

1.2 CERTIFICATIONS AND BASE BID

- A. 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 Core 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 as listed on each line item below.
- B. Enclosed herewith is a Bid Bond, Certified or Cashier's Check for Five Percent (5%) of my Base Bid amount, and I hereby agree if I am the successful Bidder, that its proceeds shall be forfeited to and become the property of the Owner in case I fail or refuse to enter into the Contract and furnish Bonds required with surety approved by you within five (5) calendar days after having been requested to do so by you.
- C. I am prepared to furnish Performance and Payment Bonds in the amount of One Hundred Percent (100%) of my Base Bid, with \_\_\_\_\_ as Surety. I propose to have this company write my bond subject to your approval.
- D. Enclosed is proof of Liability Insurance and Workmen's Compensation.
- E. The following Addenda to the Contract Documents are acknowledged:
  - Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_
  - Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_
  - Addendum No. \_\_\_\_\_ Dated \_\_\_\_\_

The undersigned further agree(s) to complete the work on or before the completion date specified in the Contract Documents.

**TOTAL BASE BID**

\$ \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
(In case of conflict, written amount shall govern)

This Base Bid Costs shall be good for 30 days after bid opening.

1.3 CONTRACTOR'S LICENSE

- A. The undersigned further states that it is a duly licensed contractor, for the type of work proposed, in Salt Lake County, Utah, and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.4 SUBMISSION OF BID

- A. Respectfully submitted this \_\_\_\_ day of \_\_\_\_\_, <Insert year>.
- 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).

## Schedule of Values

Division	Title	Value	Proposed Sub-Contractor	Notes
01	General Requirements			
02	Demolition			
03	Concrete			
04	Masonry			
05	Metals			
06	Wood/Plastics/Composites			
07	Thermal and Moisture Protection			
08	Openings			
09	Finishes			
10	Specialties			
11	Equipment			
12	Furnishings			
13	Special Construction			
14	Conveying Equipment			
21	Fire Suppression			
22	Plumbing			
23	Heating, Ventilating, and Air Conditioning			
25	Integrated Automation			
26	Electrical			
27	Communications			
28	Electronic Safety and Security			
31	Earthwork			
32	Exterior Improvements			
33	Utilities			
	Division Subtotal			
	Permitting Fees	Reimbursable expense.		
	Overhead and Profit			
	Total Proposed Cost			

## DIVISION 01 – GENERAL REQUIREMENTS

01 1000	SUMMARY
01 2500	SUBSTITUTION REQUEST CSI Form 1.5C CSI Form 13.1A
01 2600	CONTRACT MODIFICATION PROCEDURES
01 2900	PAYMENT PROCEDURES
01 3100	PROJECT MANAGEMENT AND COORDINATION
01 3200	CONSTRUCTION PROGRESS DOCUMENTATION
01 3233	PHOTOGRAPHIC DOCUMENTATION
01 3300	SUBMITTAL PROCEDURES
01 4000	QUALITY REQUIREMENTS
01 4200	REFERENCES
01 5000	TEMPORARY FACILITIES AND CONTROLS
01 6000	PRODUCT REQUIREMENTS
01 7300	EXECUTION
01 7419	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL
01 7700	CLOSEOUT PROCEDURES
01 7823	OPERATION AND MAINTENANCE DATA
01 7839	PROJECT RECORD DOCUMENTS

## SECTION 01 1100 - SUMMARY

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section includes:

1. Project information.
2. Work covered by Contract Documents.
3. Various Scope of Work.
4. Access to site.
5. Coordination with occupants.
6. Work restrictions.
7. Specification and drawing conventions.
8. Project Schedule.

##### B. Related Section:

1. Division 1 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

#### 1.2 PROJECT INFORMATION

##### A. Project Identification: Corner Canyon High School - Secure Entry Vestibule.

1. Project Location: 12943 South 700 East, Sandy, Utah 84020.

##### B. Architect: CORE Architecture, 233 South Pleasant Grove Blvd., Suite 105, Pleasant Grove, Utah 84062.

#### 1.3 WORK COVERED BY CONTRACT DOCUMENTS

##### A. The Work of the Project is defined by the Contract Documents and consists of the following:

1. The Work includes all of the work of Divisions 01 thru 28 for addition of new Secure Entry in existing Entry/Vestibule.

##### B. Type of Contract.

1. Project will be constructed under a single prime contract.

#### 1.4 WORK UNDER SEPARATE CONTRACTS

##### A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract or other contracts. Coordinate the Work of this Contract with work performed under separate contracts.

##### B. Preceding Work: Owner may award separate contract(s) for construction operations at Project site. Those operations are scheduled to be substantially complete before work under this Contract begins.

- C. Concurrent Work: Owner may award separate contract(s) for concurrent construction operations at Project site. Those operations will be conducted simultaneously with work under this Contract.
- D. Subsequent Work: Owner may award separate contract(s) for subsequent additional work to be performed at site following Substantial Completion. Completion of that work will depend on successful completion of preparatory work under this Contract.

## 1.5 ACCESS TO SITE

- A. General: Contractor shall have use of Project site for construction operations during construction period. Contractor's use of Project site is limited only by Owner's right to perform work or to retain other contractors on portions of Project.

## 1.6 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
  - 1. Comply with limitations on use of public streets and other requirements of authorities having jurisdiction.
- B. Nonsmoking Building: Smoking is not permitted within **25 feet (8 m)** of entrances, operable windows, or outdoor air intakes.
- C. Controlled Substances: Use of tobacco products and other controlled substances on the Project site is not permitted.
- D. Staging: The Contractor must set up his temporary offices and other facilities as directed by Owner. The Contractor shall, as directed by Owner, secure the work area with temporary fencing and provide protected access to the facility.

## 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. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on the Drawings are described in detail in the Specifications. One or more of the following are used on the 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 and scheduled on Drawings.
  - 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 01 1100

## SECTION 01 2500 - SUBSTITUTION PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Requirements:
  - 1. Section 01 6000 "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 an 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 provided in Project Manual that is part of web-based Project management software 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. 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.
  - j. Cost information, including a proposal of change, if any, in the Contract Sum.
  - k. 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.
  - l. 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 through Construction Manager 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. The substitute request is fully documented and properly submitted.
    - c. Requested substitution will not adversely affect Contractor's construction schedule.
    - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
    - e. Requested substitution is compatible with other portions of the Work.
    - f. Requested substitution has been coordinated with other portions of the Work.
    - g. Requested substitution provides specified warranty.
    - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

- B. Substitutions for Convenience: Architect will consider requests for substitution if received within 30 days after commencement of the Work. 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. The substitute 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 01 2500

# SUBSTITUTION REQUEST

(During the Bidding/Negotiating Phase)



<b>PROJECT:</b> _____	<b>SUBSTITUTION REQUEST NUMBER:</b> _____
_____	<b>FROM:</b> _____
<b>TO:</b> _____	<b>DATE:</b> _____
_____	<b>A/E PROJECT NUMBER:</b> _____
<b>RE:</b> _____	<b>CONTRACT FOR:</b> _____

<b>SPECIFICATION TITLE:</b> _____	<b>DESCRIPTION:</b> _____
<b>SECTION:</b> _____	<b>PAGE:</b> _____
	<b>ARTICLE/PARAGRAPH:</b> _____

**PROPOSED SUBSTITUTION:** \_\_\_\_\_

**MANUFACTURER:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**TRADE NAME:** \_\_\_\_\_ **MODEL NO.:** \_\_\_\_\_

Attached data includes product description, specifications, drawings, photographs, and performance and test data adequate for evaluation of the request; applicable portions of the data are clearly identified.  
 Attached data also includes a description of changes to the Contract Documents that the proposed substitution will require for its proper installation.

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

**SUBMITTED BY:** \_\_\_\_\_

**SIGNED BY:** \_\_\_\_\_

**FIRM:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_

**A/E's REVIEW AND RECOMMENDATION:**

- Approve Substitution—Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures.
- Approve Substitution as noted—Make submittals in accordance with Specification Section 01 33 00 Submittal Procedures.
- Reject Substitution—Use specified materials.
- Substitution Request received too late—Use specified materials.

**SIGNED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**SUPPORTING DATA ATTACHED:**     Drawings     Product Data     Samples     Tests     Reports     \_\_\_\_\_



# SUBSTITUTION REQUEST

(After the Bidding/Negotiating Phase)

Project: \_\_\_\_\_ Substitution Request Number: \_\_\_\_\_  
 \_\_\_\_\_  
 From: \_\_\_\_\_  
 To: \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_  
 A/E Project Number: \_\_\_\_\_  
 Re: \_\_\_\_\_ Contract For: \_\_\_\_\_

Specification Title: \_\_\_\_\_ Description: \_\_\_\_\_  
 Section: \_\_\_\_\_ Page: \_\_\_\_\_ Article/Paragraph: \_\_\_\_\_

Proposed Substitution: \_\_\_\_\_  
 Manufacturer: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Trade Name: \_\_\_\_\_ Model No.: \_\_\_\_\_  
 Installer: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Address: \_\_\_\_\_

History:  New product  1-4 years old  5-10 years old  More than 10 years old

Differences between proposed substitution and specified product: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Point-by-point comparative data attached — REQUIRED BY A/E

Reason for not providing specified item: \_\_\_\_\_  
 \_\_\_\_\_

### Similar Installation:

Project: \_\_\_\_\_ Architect: \_\_\_\_\_  
 Address: \_\_\_\_\_ Owner: \_\_\_\_\_  
 \_\_\_\_\_ Date Installed: \_\_\_\_\_

Proposed substitution affects other parts of Work:  No  Yes; explain \_\_\_\_\_

Savings to Owner for accepting substitution: \_\_\_\_\_ (\$ \_\_\_\_\_).

Proposed substitution changes Contract Time:  No  Yes [Add] [Deduct] \_\_\_\_\_ days.

Supporting Data Attached:  Drawings  Product Data  Samples  Tests  Reports  \_\_\_\_\_

# SUBSTITUTION REQUEST

(After the Bidding/Negotiating Phase — Continued)

---

The Undersigned certifies:

- Proposed substitution has been fully investigated and determined to be equal or superior in all respects to specified product.
  - Same warranty will be furnished for proposed substitution as for specified product.
  - Same maintenance service and source of replacement parts, as applicable, is available.
  - Proposed substitution will have no adverse effect on other trades and will not affect or delay progress schedule.
  - Cost data as stated above is complete. Claims for additional costs related to accepted substitution which may subsequently become apparent are to be waived.
  - Proposed substitution does not affect dimensions and functional clearances.
  - Payment will be made for changes to building design, including A/E design, detailing, and construction costs caused by the substitution.
  - Coordination, installation, and changes in the Work as necessary for accepted substitution will be complete in all respects.
- 

Submitted by: \_\_\_\_\_

Signed by: \_\_\_\_\_

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

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

Telephone: \_\_\_\_\_

Attachments:

---

## A/E's REVIEW AND ACTION

- Substitution approved - Make submittals in accordance with Specification Section 01 25 00 Substitution Procedures.
- Substitution approved as noted - Make submittals in accordance with Specification Section 01 25 00 Substitution Procedures.
- Substitution rejected - Use specified materials.
- Substitution Request received too late - Use specified materials.

Signed by: \_\_\_\_\_ Date: \_\_\_\_\_

---

Additional Comments:     Contractor     Subcontractor     Supplier     Manufacturer     A/E  
 Other:

## SECTION 01 2600 - CONTRACT MODIFICATION PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Sections include the following:
  - 1. Section 01 6000 "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

#### 1.3 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
  - 1. Proposal Requests issued by Architect are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
  - 2. Within 14 days after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
    - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
    - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
    - c. Include costs of labor and supervision directly attributable to the change.
    - d. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
- B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change to Architect.
  - 1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
  - 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
  - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
  - 4. Include costs of labor and supervision directly attributable to the change.
  - 5. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and



activity relationship. Use available total float before requesting an extension of the Contract Time.

6. Comply with requirements in Division 01 Section "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.

#### 1.4 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

#### 1.5 CONSTRUCTION CHANGE DIRECTIVE

- A. Work Change Directive: Architect may issue a Construction Change Directive on AIA Document G714. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.

1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.

1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 2600

## SECTION 01 2900 - PAYMENT PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements necessary to prepare and process Applications for Payment.

#### 1.3 DEFINITIONS

- A. Schedule of Values: A statement furnished by Contractor allocating portions of the Contract Sum to various portions of the Work and used as the basis for reviewing Contractor's Applications for Payment.

#### 1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of Contractor's Construction Schedule.

1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including the following:
  - a. Application for Payment forms with Continuation Sheets.
  - b. Submittals Schedule.
  - c. Contractor's Construction Schedule.
2. Submit the Schedule of Values to Architect through Construction Manager at earliest possible date but no later than seven (7) days before the date scheduled for submittal of initial Applications for Payment.
3. Subschedules: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values correlated with each phase of payment.

- B. Format and Content: Use the Project Manual table of contents as a guide to establish line items for the Schedule of Values. Provide at least one line item for each Specification Section.

1. Identification: Include the following Project identification on the Schedule of Values:
  - a. Project name and location.
  - b. Name of Architect.
  - c. Architect's project number.
  - d. Contractor's name and address.
  - e. Date of submittal.
2. Submit draft of AIA Document G703 Continuation Sheets.
3. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:
  - a. Related Specification Section or Division.
  - b. Description of the Work.

- c. Name of subcontractor.
  - d. Name of manufacturer or fabricator.
  - e. Name of supplier.
  - f. Change Orders (numbers) that affect value.
  - g. Dollar value.
- 1) Percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate.
  5. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
  6. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
    - a. Differentiate between items stored on-site and items stored off-site. If specified, include evidence of insurance or bonded warehousing.
  7. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
  8. Allowances: Provide a separate line item in the Schedule of Values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
  9. Each item in the Schedule of Values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
    - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the Schedule of Values or distributed as general overhead expense, at Contractor's option.
  10. Schedule Updating: Update and resubmit the Schedule of Values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

#### 1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by Architect and Construction Manager and paid for by Owner.
  1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction Work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment Application Times: Progress payments shall be submitted to Architect by the fifth day of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
- D. Payment Application Forms: Use AIA Document G702 and AIA Document G703 Continuation Sheets as form for Applications for Payment.

- E. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions were made.
  2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- F. Transmittal: Submit three (3) signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's liens from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
  2. When an application shows completion of an item, submit final or full waivers.
  3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
  4. Submit final Application for Payment with or preceded by final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
  5. Waiver Forms: Submit waivers of lien on forms, executed in a manner acceptable to Owner.
- H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
  2. Schedule of Values.
  3. Contractor's Construction Schedule (preliminary if not final).
  4. Products list.
  5. Schedule of unit prices.
  6. Submittals Schedule (preliminary if not final).
  7. List of Contractor's staff assignments.
  8. List of Contractor's principal consultants.
  9. Copies of building permits.
  10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
  11. Initial progress report.
  12. Report of preconstruction conference.
  13. Certificates of insurance and insurance policies.
  14. Performance and payment bonds.
  15. Data needed to acquire Owner's insurance.
  16. Initial settlement survey and damage report if required.
- I. Application for Payment at Substantial Completion: After issuing the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
  2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- J. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
  2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
  3. Updated final statement, accounting for final changes to the Contract Sum.
  4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
  5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
  6. AIA Document G707, "Consent of Surety to Final Payment."
  7. Evidence that claims have been settled.
  8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
  9. Final, liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 2900

## SECTION 01 3100 - PROJECT MANAGEMENT AND COORDINATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project, including, but not limited to, the following:
  - 1. General coordination procedures.
  - 2. Coordination drawings.
  - 3. RFIs.
  - 4. Digital project management procedures.
  - 5. Web-based Project management software package.
  - 6. Project meetings.
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.
- C. Related Requirements:
  - 1. Section 01 3200 "Construction Progress Documentation" for preparing and submitting Contractor's construction schedule.
  - 2. Section 01 7300 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
  - 3. Section 01 7700 "Closeout Procedures" for coordinating closeout of the Contract.

#### 1.3 DEFINITIONS

- A. BIM: Building Information Modeling.
- B. RFI: Request for Information. Request from Owner, Construction Manager, 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, in web-based Project software directory, and in prominent location in built 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. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
  - 1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
  - 1. Preparation of Contractor's construction schedule.
  - 2. Preparation of the schedule of values.
  - 3. Installation and removal of temporary facilities and controls.
  - 4. Delivery and processing of submittals.
  - 5. Progress meetings.
  - 6. Preinstallation conferences.
  - 7. Project closeout activities.
  - 8. Startup and adjustment of systems.

## 1.6 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely indicated on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.
  - 1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
    - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
    - b. Coordinate the addition of trade-specific information to coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
    - c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
    - d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
    - e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
    - f. Indicate required installation sequences.
    - g. Indicate dimensions shown on Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternative sketches to Architect indicating proposed resolution of such

conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.

- B. Coordination Drawing Organization: Organize coordination drawings as follows:
1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
  2. Plenum Space: Indicate subframing for support of ceiling and wall systems, mechanical and electrical equipment, and related Work. Locate components within plenums to accommodate layout of light fixtures and other components indicated on Drawings. Indicate areas of conflict between light fixtures and other components.
  3. Mechanical Rooms: Provide coordination drawings for mechanical rooms, showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.
  4. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
  5. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
  6. Review: Architect will review coordination drawings to confirm that, in general, the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility. If Architect determines that coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, Architect will so inform Contractor, who shall make suitable modifications and resubmit.
  7. Coordination Drawing Prints: Prepare coordination drawing prints according to requirements in Section 01 3300 "Submittal Procedures."
- C. Coordination Drawing Process: Prepare coordination drawings in the following manner:
1. Schedule submittal and review of Fire Sprinkler, Plumbing, HVAC, and Electrical Shop Drawings to make required changes prior to preparation of coordination drawings.
  2. Commence routing of coordination drawing files with HVAC Installer, who will provide drawing plan files denoting approved ductwork. HVAC Installer will locate ductwork and piping on a single layer, using orange color. Forward drawings to Plumbing Installer.
  3. Plumbing Installer will locate plumbing and equipment on a single layer, using blue color.
  4. Fire Sprinkler Installer will locate piping and equipment, using red color. Fire Sprinkler Installer shall forward drawing files to Electrical Installer.
  5. Electrical Installer will indicate service and feeder conduit runs and equipment in green color. Electrical Installer shall forward drawing files to Communications and Electronic Safety and Security Installer.
  6. Communications and Electronic Safety and Security Installer will indicate cable trays and cabling runs and equipment in purple color. Communications and Electronic Safety and Security Installer shall forward completed drawing files to Contractor.
  7. Contractor shall perform the final coordination review. As each coordination drawing is completed, Contractor will meet with Architect to review and resolve conflicts on the coordination drawings.
- D. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
1. File Preparation Format:
    - a. Same digital data software program, version, and operating system as original Drawings.
  2. File Submittal Format: Submit or post coordination drawing files using PDF format.
  3. BIM File Incorporation: Develop and incorporate coordination drawing files into BIM established for Project.



- a. Perform three-dimensional component conflict analysis as part of preparation of coordination drawings. Resolve component conflicts prior to submittal. Indicate where conflict resolution requires modification of design requirements by Architect.
- 4. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
  - a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.
  - b. Digital Data Software Program: Drawings are available in Revit 360.
  - c. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect.

## 1.7 REQUEST FOR INFORMATION (RFI)

- A. General: Immediately on discovery of the need for additional information, clarification, or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
  - 1. Architect will return without response those RFIs submitted to Architect by other entities controlled by Contractor.
  - 2. Coordinate and submit RFIs in a prompt manner to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
  - 1. Project name.
  - 2. 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.
  - 1. Attachments shall be electronic files in PDF format.
- D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow seven 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 01 2600 "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 10 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. Use software log that is part of web-based Project management software. Include the following:
  - 1. Project name.
  - 2. Name and address of Contractor.
  - 3. Name and address of Architect.
  - 4. RFI number, including RFIs that were returned without action or withdrawn.
  - 5. RFI description.
  - 6. Date the RFI was submitted.
  - 7. Date Architect's response was received.
  - 8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.
  - 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.

## 1.8 DIGITAL PROJECT MANAGEMENT PROCEDURES

- A. Use of Architect's Digital Data Files: Digital data files of Architect's BIM model 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 Revit 360. .
  - 4. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect.
    - a. Subcontractors and other parties granted access by Contractor to Architect's digital data files shall execute a data licensing agreement in the form of Agreement acceptable to Owner and Architect.
  - 5. The following digital data files will be furnished for each appropriate discipline:
    - a. Floor plans.
    - b. Reflected ceiling plans.
- B. Web-Based Project Management Software Package: Provide, administer, and use web-based Project management software package for purposes of hosting and managing Project communication and documentation until Final Completion.
  - 1. Web-based Project management software includes, at a minimum, the following features:
    - a. Compilation of Project data, including Contractor, subcontractors, Architect, Architect's consultants, Owner, and other entities involved in Project. Include names of individuals and contact information.

- b. Access control for each entity for each workflow process, to determine entity's digital rights to create, modify, view, and print documents.
  - c. Document workflow planning, allowing customization of workflow between project entities.
  - d. Creation, logging, tracking, and notification for Project communications required in other Specification Sections, including, but not limited to, RFIs, submittals, Minor Changes in the Work, Construction Change Directives, and Change Orders.
  - e. Track status of each Project communication in real time, and log time and date when responses are provided.
  - f. Procedures for handling PDFs or similar file formats, allowing markups by each entity. Provide security features to lock markups against changes once submitted.
  - g. Processing and tracking of payment applications.
  - h. Processing and tracking of contract modifications.
  - i. Creating and distributing meeting minutes.
  - j. Document management for Drawings, Specifications, and coordination drawings, including revision control.
  - k. Management of construction progress photographs.
  - l. Mobile device compatibility, including smartphones and tablets.
2. At completion of Project, provide digital archive in format that is readable by common desktop software applications in format acceptable to Architect. Provide data in locked format to prevent further changes.
- C. PDF Document Preparation: Where PDFs are required to be submitted to Architect, prepare as follows:
- 1. Assemble complete submittal package into a single indexed file, incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
  - 2. Name file with submittal number or other unique identifier, including revision identifier.
  - 3. Certifications: Where digitally submitted certificates and certifications are required, provide a digital signature with digital certificate on where indicated.

## 1.9 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. Preconstruction Conference: Construction Manager will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 15 days after execution of the Agreement.
- 1. Attendees: Authorized representatives of Owner, Construction Manager, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
  - 2. Agenda: Discuss items of significance that could affect progress, including the following:
    - a. Responsibilities and personnel assignments.
    - b. Tentative construction schedule.
    - c. Critical work sequencing and long lead items.
    - d. Designation of key personnel and their duties.
    - e. Lines of communications.

- f. Use of web-based Project software.
  - g. Procedures for processing field decisions and Change Orders.
  - h. Procedures for RFIs.
  - i. Procedures for testing and inspecting.
  - j. Procedures for processing Applications for Payment.
  - k. Distribution of the Contract Documents.
  - l. Submittal procedures.
  - m. Preparation of Record Documents.
  - n. Use of the premises.
  - o. Work restrictions.
  - p. Working hours.
  - q. Owner's occupancy requirements.
  - r. Responsibility for temporary facilities and controls.
  - s. Procedures for moisture and mold control.
  - t. Procedures for disruptions and shutdowns.
  - u. Construction waste management and recycling.
  - v. Parking availability.
  - w. Office, work, and storage areas.
  - x. Equipment deliveries and priorities.
  - y. First aid.
  - z. Security.
  - aa. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity when required by other Sections and when required for coordination with other construction.

- 1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
- 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
  - a. Contract Documents.
  - b. Options.
  - c. Related RFIs.
  - d. Related Change Orders.
  - e. Purchases.
  - f. Deliveries.
  - g. Submittals.
  - h. Sustainable design requirements.
  - i. Review of mockups.
  - j. Possible conflicts.
  - k. Compatibility requirements.
  - l. Time schedules.
  - m. Weather limitations.
  - n. Manufacturer's written instructions.
  - o. Warranty requirements.
  - p. Compatibility of materials.
  - q. Acceptability of substrates.
  - r. Temporary facilities and controls.
  - s. Space and access limitations.
  - t. Regulations of authorities having jurisdiction.
  - u. Testing and inspecting requirements.
  - v. Installation procedures.

- w. Coordination with other work.
  - x. Required performance results.
  - y. Protection of adjacent work.
  - z. Protection of construction and personnel.
3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
  4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
  5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Architect, but no later than 90 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, Construction Manager, 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.
- E. Progress Meetings: Construction Manager will conduct progress meetings at weekly intervals.
1. Coordinate dates of meetings with preparation of payment requests.
  2. Attendees: In addition to representatives of Owner, Construction Manager, 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.
- F. Coordination Meetings: Construction Manager will conduct Project coordination meetings at weekly regular intervals. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
1. Attendees: In addition to representatives of Owner, Construction Manager, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
  2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
    - a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to combined Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
    - b. Schedule Updating: Revise combined Contractor's construction schedule after each coordination meeting, where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
    - c. Review present and future needs of each contractor present, including the following:
      - 1) Interface requirements.
      - 2) Sequence of operations.
      - 3) Resolution of BIM component conflicts.
      - 4) Status of submittals.

- 5) Deliveries.
  - 6) Off-site fabrication.
  - 7) Access.
  - 8) Site use.
  - 9) Temporary facilities and controls.
  - 10) Work hours.
  - 11) Hazards and risks.
  - 12) Progress cleaning.
  - 13) Quality and work standards.
  - 14) Status of RFIs.
  - 15) Proposal Requests.
  - 16) Change Orders.
  - 17) Pending changes.
3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 3100

## SECTION 01 3200 - CONSTRUCTION PROGRESS DOCUMENTATION

### 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 documenting the progress of construction during performance of the Work, including the following:
  - 1. Contractor's Construction Schedule.
  - 2. Daily construction reports.
  - 3. Site condition reports.
  - 4. Unusual event reports.
- B. Related Requirements:
  - 1. Section 01 4000 "Quality Requirements" for schedule of tests and inspections.
  - 2. Section 01 2900 "Payment Procedures" for schedule of values and requirements for use of cost-loaded schedule for Applications for Payment.

#### 1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction Project. Activities included in a construction schedule consume time and resources.
  - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
  - 2. Predecessor Activity: An activity that precedes another activity in the network.
  - 3. Successor Activity: An activity that follows another activity in the network.
- B. Cost Loading: The allocation of the schedule of values for completing an activity as scheduled. The sum of costs for all activities must equal the total Contract Sum.
- C. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine the critical path of Project and when activities can be performed.
- D. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- E. Event: The starting or ending point of an activity.
- F. Float: The measure of leeway in starting and completing an activity.
  - 1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
  - 2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
  - 3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.



- G. Resource Loading: The allocation of manpower and equipment necessary for completing an activity as scheduled.

#### 1.4 INFORMATIONAL SUBMITTALS

- A. Format for Submittals: Submit required submittals in the following format:
  - 1. Working electronic copy of schedule file.
  - 2. PDF file.
  - 3. Two paper copies of sufficient size to display entire period or schedule, as required.
- B. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.
- C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
  - 1. Submit a working digital copy of schedule, using software indicated, and labeled to comply with requirements for submittals.
- D. CPM Reports: Concurrent with CPM schedule, submit each of the following reports. Format for each activity in reports shall contain activity number, activity description, cost and resource loading, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
  - 1. Activity Report: List of activities sorted by activity number and then early start date, or actual start date if known.
  - 2. Logic Report: List of preceding and succeeding activities for each activity, sorted in ascending order by activity number and then by early start date, or actual start date if known.
  - 3. Total Float Report: List of activities sorted in ascending order of total float.
- E. Daily Construction Reports: Submit at monthly intervals.
- F. Site Condition Reports: Submit at time of discovery of differing conditions.

#### 1.5 COORDINATION

- A. Coordinate Contractor's Construction Schedule with the schedule of values, list of subcontracts, submittal schedule, progress reports, payment requests, and other required schedules and reports.
  - 1. Secure time commitments for performing critical elements of the Work from entities involved.
  - 2. Coordinate each construction activity in the network with other activities, and schedule them in proper sequence.

#### 1.6 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.
- B. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Substantial Completion.
  - 1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- C. Activities: Treat each floor or separate area as a separate numbered activity for each main element of the Work. Comply with the following:

1. Activity Duration: Define activities so no activity is longer than 20 days, unless specifically allowed by Architect.
  2. Temporary Facilities: Indicate start and completion dates for the following as applicable:
    - a. Securing of approvals and permits required for performance of the Work.
    - b. Temporary facilities.
    - c. Construction of mock-ups, prototypes and samples.
    - d. Owner interfaces and furnishing of items.
    - e. Interfaces with Separate Contracts.
    - f. Regulatory agency approvals.
    - g. Punch list.
  3. Procurement Activities: Include procurement process activities for the following long lead-time items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
  4. Submittal Review Time: Include review and resubmittal times indicated in Section 01 3300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with submittal schedule.
  5. Startup and Testing Time: Include no fewer than 15 days for startup and testing.
  6. Commissioning Time: Include no fewer than 15 days for commissioning.
  7. Substantial Completion: Indicate completion in advance of date established for Substantial Completion and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.
  8. Punch List and Final Completion: Include not more than 30 days for completion of punch list items and Final Completion.
- D. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule and show how the sequence of the Work is affected.
1. Phasing: Arrange list of activities on schedule by phase.
  2. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Section 01 1000 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
  3. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Section 01 1000 "Summary." Delivery dates indicated stipulate the earliest possible delivery date.
  4. Work Restrictions: Show the effect of the following items on the schedule:
    - a. Coordination with existing construction.
    - b. Limitations of continued occupancies.
    - c. Uninterruptible services.
    - d. Partial occupancy before Substantial Completion.
    - e. Use-of-premises restrictions.
    - f. Provisions for future construction.
    - g. Seasonal variations.
    - h. Environmental control.
  5. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:
    - a. Subcontract awards.
    - b. Submittals.
    - c. Purchases.
    - d. Mockups.
    - e. Fabrication.
    - f. Sample testing.
    - g. Deliveries.
    - h. Installation.
    - i. Tests and inspections.
    - j. Adjusting.
    - k. Curing.

- l. Building flush-out.
  - m. Startup and placement into final use and operation.
  - n. Commissioning.
6. Construction Areas: Identify each major area of construction for each major portion of the Work. Indicate where each construction activity within a major area must be sequenced or integrated with other construction activities to provide for the following:
- a. Structural completion.
  - b. Temporary enclosure and space conditioning.
  - c. Permanent space enclosure.
  - d. Completion of mechanical installation.
  - e. Completion of electrical installation.
  - f. Substantial Completion.
- E. Cost Correlation: Superimpose a cost correlation timeline, indicating planned and actual costs. On the line, show planned and actual dollar volume of the Work performed as of planned and actual dates used for preparation of payment requests.
- 1. See Section 01 2900 "Payment Procedures" for cost reporting and payment procedures.
- F. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
- 1. Unresolved issues.
  - 2. Unanswered Requests for Information.
  - 3. Rejected or unreturned submittals.
  - 4. Notations on returned submittals.
  - 5. Pending modifications affecting the Work and the Contract Time.
- G. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
- 1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
  - 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
  - 3. As the Work progresses, indicate Final Completion percentage for each activity.
- H. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, equipment required to achieve compliance, and date by which recovery will be accomplished.
- I. Distribution: Distribute copies of approved schedule to Architect Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
- 1. Post copies in Project meeting rooms and temporary field offices.
  - 2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

## 1.7 CPM SCHEDULE REQUIREMENTS

- A. Prepare network diagrams using AON (activity-on-node) format.

- B. Startup Network Diagram: Submit diagram within 14 days of date established for the Notice to Proceed. Outline significant construction activities for the first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.
- C. CPM Schedule: Prepare Contractor's Construction Schedule using a cost- and resource-loaded, time-scaled CPM network analysis diagram for the Work.
1. Develop network diagram in sufficient time to submit CPM schedule, so it can be accepted for use no later than 60 days after date established for the Notice to Proceed.
    - a. Failure to include any work item required for performance of this Contract shall not excuse Contractor from completing all work within applicable completion dates.
  2. Conduct educational workshops to train and inform key Project personnel, including subcontractors' personnel, in proper methods of providing data and using CPM schedule information.
  3. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
  4. Use "one workday" as the unit of time for individual activities. Indicate nonworking days and holidays incorporated into the schedule to coordinate with the Contract Time.
- D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the startup network diagram, prepare a skeleton network to identify probable critical paths.
1. Activities: Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:
    - a. Preparation and processing of submittals.
    - b. Mobilization and demobilization.
    - c. Purchase of materials.
    - d. Delivery.
    - e. Fabrication.
    - f. Utility interruptions.
    - g. Installation.
    - h. Work by Owner that may affect or be affected by Contractor's activities.
    - i. Testing and inspection.
    - j. Commissioning.
    - k. Punch list and Final Completion.
    - l. Activities occurring following Final Completion.
  2. Critical Path Activities: Identify critical path activities, including those for interim completion dates. Scheduled start and completion dates shall be consistent with Contract milestone dates.
  3. Processing: Process data to produce output data on a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
  4. Format: Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges.
    - a. Subnetworks on separate sheets are permissible for activities clearly off the critical path.
  5. Cost- and Resource-Loading of CPM Schedule: Assign cost to construction activities on the CPM schedule. Do not assign costs to submittal activities. Obtain Architect's approval prior to assigning costs to fabrication and delivery activities. Assign costs under main subcontracts for testing and commissioning activities, operation and maintenance manuals, punch list activities, Project record documents, and demonstration and training (if applicable), in the amount of 5 percent of the Contract Sum.
    - a. Each activity cost shall reflect an appropriate value subject to approval by Architect.
    - b. Total cost assigned to activities shall equal the total Contract Sum.

- E. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using a network fragment to demonstrate the effect of the proposed change on the overall Project schedule.
- F. Initial Issue of Schedule: Prepare initial network diagram from a sorted activity list indicating straight "early start-total float." Identify critical activities. Prepare tabulated reports showing the following:
  - 1. Contractor or subcontractor and the Work or activity.
  - 2. Description of activity.
  - 3. Main events of activity.
  - 4. Immediate preceding and succeeding activities.
  - 5. Early and late start dates.
  - 6. Early and late finish dates.
  - 7. Activity duration in workdays.
  - 8. Total float or slack time.
  - 9. Average size of workforce.
  - 10. Dollar value of activity (coordinated with the schedule of values).
- G. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
  - 1. Identification of activities that have changed.
  - 2. Changes in early and late start dates.
  - 3. Changes in early and late finish dates.
  - 4. Changes in activity durations in workdays.
  - 5. Changes in the critical path.
  - 6. Changes in total float or slack time.
  - 7. Changes in the Contract Time.
- H. Value Summaries: Prepare two cumulative value lists, sorted by finish dates.
  - 1. In first list, tabulate activity number, early finish date, dollar value, and cumulative dollar value.
  - 2. In second list, tabulate activity number, late finish date, dollar value, and cumulative dollar value.
  - 3. In subsequent issues of both lists, substitute actual finish dates for activities completed as of list date.
  - 4. Prepare list for ease of comparison with payment requests, coordinate timing with progress meetings.
    - a. In both value summary lists, tabulate "actual percent complete" and "cumulative value completed" with total at bottom.
    - b. Submit value summary printouts one week before each regularly scheduled progress meeting.

## 1.8 REPORTS

- A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
  - 1. List of subcontractors at Project site.
  - 2. List of separate contractors at Project site.
  - 3. Approximate count of personnel at Project site.
  - 4. Equipment at Project site.
  - 5. Material deliveries.
  - 6. High and low temperatures and general weather conditions, including presence of rain or snow.
  - 7. Testing and inspection.
  - 8. Accidents.
  - 9. Meetings and significant decisions.

10. Unusual events.
11. Stoppages, delays, shortages, and losses.
12. Meter readings and similar recordings.
13. Emergency procedures.
14. Orders and requests of authorities having jurisdiction.
15. Change Orders received and implemented.
16. Construction Change Directives received and implemented.
17. Services connected and disconnected.
18. Equipment or system tests and startups.
19. Partial completions and occupancies.
20. Substantial Completions authorized.

- B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.
- C. Unusual Event Reports: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, responses by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.
1. Submit unusual event reports directly to Owner within one day(s) of an occurrence. Distribute copies of report to parties affected by the occurrence.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 3200

## SECTION 01 3233 - PHOTOGRAPHIC DOCUMENTATION

### 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 the following:
  - 1. Preconstruction photographs.
  - 2. Concealed Work photographs.
  - 3. Periodic construction photographs.
  - 4. Final Completion construction photographs.
- B. Related Requirements:
  - 1. Section 01 7700 "Closeout Procedures" for submitting photographic documentation as Project Record Documents at Project closeout.

#### 1.3 INFORMATIONAL SUBMITTALS

- A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each photograph. Indicate elevation or story of construction. Include same information as corresponding photographic documentation.
- B. Digital Photographs: Submit image files within three days of taking photographs.
  - 1. Submit photos by uploading to web-based Project management software site. Include copy of key plan indicating each photograph's location and direction.
  - 2. Identification: Provide the following information with each image description in web-based Project management software site:
    - a. Name of Project.
    - b. Date photograph was taken.
    - c. Description of location, vantage point, and direction.

#### 1.4 FORMATS AND MEDIA

- A. Digital Photographs: Provide color images in JPG format, produced by a digital camera with minimum sensor size of 12 megapixels, and at an image resolution of not less than 3200 by 2400 pixels. Use flash in low light levels or backlit conditions.
- B. Metadata: Record accurate date and time from camera.
- C. File Names: Name media files with date Project area and sequential numbering suffix.

#### 1.5 CONSTRUCTION PHOTOGRAPHS

- A. General: Take photographs with maximum depth of field and in focus.
  - 1. Maintain key plan with each set of construction photographs that identifies each photographic location.

- B. Preconstruction Photographs: Before commencement of the Work, take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Construction Manager.
  - 1. Flag excavation areas construction limits before taking construction photographs.
  - 2. Take 20 photographs to show existing conditions adjacent to property before starting the Work.
  - 3. Take 20 photographs of existing buildings either on or adjoining property, to accurately record physical conditions at start of construction.
  - 4. Take additional photographs as required to record settlement or cracking of adjacent structures, pavements, and improvements.
- C. Concealed Work Photographs: Before proceeding with installing work that will conceal other work, take photographs sufficient in number, with annotated descriptions, to record nature and location of concealed Work:
- D. Periodic Construction Photographs: Take 50 photographs coinciding with the cutoff date associated with each Application for Payment. Select vantage points to show status of construction and progress since last photographs were taken.
- E. Time-Lapse Sequence Construction Photographs: Take 20 photographs as indicated, to show status of construction and progress since last photographs were taken.
  - 1. Frequency: Take photographs weekly, on the same day each week.
  - 2. Vantage Points: Following suggestions by Construction Manager and Contractor, photographer shall select vantage points. During each of the following construction phases, take not less than two of the required shots from same vantage point each time, to create a time-lapse sequence as follows:
    - a. Commencement of the Work, through completion of subgrade construction.
    - b. Above-grade structural framing.
    - c. Exterior building enclosure.
    - d. Interior Work, through date of Substantial Completion.
- F. Final Completion Construction Photographs: Take 50 photographs after date of Substantial Completion for submission as Project Record Documents. Construction Manager will inform photographer of desired vantage points.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 3233



## SECTION 01 3300 - 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 01 2900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
  - 2. Section 01 3100 "Project Management and Coordination" for submitting coordination drawings and subcontract list and for requirements for web-based Project software.
  - 3. Section 01 3200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
  - 4. Section 01 3233 "Photographic Documentation" for submitting preconstruction photographs, periodic construction photographs, and Final Completion construction photographs.
  - 5. Section 01 4000 "Quality Requirements" for submitting test and inspection reports, and schedule of tests and inspections.
  - 6. Section 01 7700 "Closeout Procedures" for submitting closeout submittals and maintenance material submittals.
  - 7. Section 01 7823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
  - 8. Section 01 7839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

#### 1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Architect's and Construction Manager'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 and Construction Manager'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 Construction Manager and additional time for handling and reviewing submittals required by those corrections.
  - 1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.

2. Initial Submittal Schedule: Submit concurrently with startup construction schedule. Include submittals required during the first 60 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal Schedule: Submit concurrently with the first complete submittal of Contractor's construction schedule.
  - a. Submit revised submittal schedule as required to reflect changes in current status and timing for submittals.
4. Format: Arrange the following information in a tabular format:
  - a. Scheduled date for first submittal.
  - b. Specification Section number and title.
  - c. Submittal Category: Action; informational.
  - d. Name of subcontractor.
  - e. Description of the Work covered.
  - f. Scheduled date for Architect's and Construction Manager's final release or approval.
  - g. Scheduled dates for purchasing.
  - h. Scheduled date of fabrication.
  - i. Scheduled dates for installation.
  - j. Activity or event number.

## 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 Construction Manager.
  5. Name of Contractor.
  6. Name of firm or entity that prepared submittal.
  7. Names of subcontractor, manufacturer, and supplier.
  8. Unique submittal number, including revision identifier. Include Specification Section number with sequential alphanumeric identifier and alphanumeric suffix for resubmittals.
  9. Category and type of submittal.
  10. Submittal purpose and description.
  11. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
  12. Drawing number and detail references, as appropriate.
  13. Indication of full or partial submittal.
  14. Location(s) where product is to be installed, as appropriate.
  15. Other necessary identification.
  16. Remarks.
  17. Signature of transmitter.
- B. Options: Identify options requiring selection by Architect.
- C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect and Construction Manager on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.
- D. Electronic Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.
- E. 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, through Construction Manager, 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.
  - 3. Paper: Prepare submittals in paper form and deliver to Architect.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
  - 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
  - 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
  - 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
  - 4. Coordinate transmittal of submittals for related parts of the Work specified in different Sections, so processing will not be delayed because of need to review submittals concurrently for coordination.
    - a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of 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 Construction Manager 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.
  - 4. Sequential Review: Where sequential review of submittals by Architect's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.
  - 5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to Architect and to Architect's consultants, allow 15 days for review of each submittal. Submittal will be returned to Architect before being returned to Contractor.
    - a. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect and Construction Manager.
- 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 and Construction Manager'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 and Construction Manager'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. BIM Incorporation: Develop and incorporate Shop Drawing files into BIM established for Project.
- 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. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
    - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.
    - b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
  6. 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, through Construction Manager, will return submittal with options selected.
  7. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
    - a. Number of Samples: Submit three sets of Samples. Architect and Construction Manager will retain two Sample sets; remainder will be returned.
      - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
      - 2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.
- D. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
  2. Manufacturer and product name, and model number if applicable.
  3. Number and name of room or space.
  4. Location within room or space.
- E. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- F. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.

G. Certificates:

1. Certificates and Certifications Submittals: Submit a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity. Provide a notarized signature where indicated.
2. Installer Certificates: Submit written statements on manufacturer's letterhead, certifying that Installer complies with requirements in the Contract Documents and, where required, is authorized by manufacturer for this specific Project.
3. Manufacturer Certificates: Submit written statements on manufacturer's letterhead, certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.
4. Material Certificates: Submit written statements on manufacturer's letterhead, certifying that material complies with requirements in the Contract Documents.
5. Product Certificates: Submit written statements on manufacturer's letterhead, certifying that product complies with requirements in the Contract Documents.
6. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of AWS B2.1/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.

- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF file paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
  - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.
- C. BIM Incorporation: Incorporate Construction Manager will incorporate delegated-design drawing and data files into BIM established for Project.
  - 1. Prepare delegated-design drawings in the following format: Same digital data software program, version, and operating system as original Drawings.

#### 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 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 AND CONSTRUCTION MANAGER'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.
  - 2. Paper Submittals: Architect and Construction Manager will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.
  - 3. Submittals by Web-Based Project Management Software: Architect and Construction Manager will indicate, on Project management software website, the appropriate action.
- B. Informational Submittals: Architect and Construction Manager will review each submittal and will not return it or will return it if it does not comply with requirements. Architect and Construction Manager 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 and Construction Manager.
- 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 01 3300



## SECTION 01 4000 - 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. Mockups: Physical assemblies of portions of the Work constructed to establish the standard by which the Work will be judged. Mockups are not Samples.
  - 1. Mockups are used for one or more of the following:
    - a. Verify selections made under Sample submittals.
    - b. Demonstrate aesthetic effects.
    - c. Demonstrate the qualities of products and workmanship.
    - d. Demonstrate successful installation of interfaces between components and systems.
    - e. Perform preconstruction testing to determine system performance.
  - 2. Product Mockups: Mockups that may include multiple products, materials, or systems specified in a single Section.

3. In-Place Mockups: Mockups constructed on-site in their actual final location as part of permanent construction.
- E. 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.
- F. 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.
- G. Source Quality-Control Tests and Inspections: Tests and inspections that are performed at the source (e.g., plant, mill, factory, or shop).
- H. 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."
- I. 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.
- J. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work, to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Contractor's quality-control services do not include contract administration activities performed by Architect.

#### 1.4 DELEGATED DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
  1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.
- B. Delegated Design Services Statement: Submit a statement signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional, indicating that the products and systems are in compliance with performance and design criteria indicated. Include list of codes, loads, and other factors used in performing these services.

#### 1.5 CONFLICTING REQUIREMENTS

- A. Conflicting Standards and Other Requirements: If compliance with two or more standards or requirements is specified and the standards or requirements establish different or conflicting requirements for minimum quantities or quality levels, inform the Architect regarding the conflict and obtain clarification prior to proceeding with the Work. Refer conflicting requirements that are different, but apparently equal, to Architect for clarification before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified is the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply

with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

## 1.6 ACTION SUBMITTALS

- A. Mockup Shop Drawings:
  - 1. Include plans, sections, elevations, and details, indicating materials and size of mockup construction.
  - 2. Indicate manufacturer and model number of individual components.
  - 3. Provide axonometric drawings for conditions difficult to illustrate in two dimensions.

## 1.7 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.

## 1.8 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.

- B. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
  - 1. Contractor-performed tests and inspections, including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections. Distinguish source quality-control tests and inspections from field quality-control tests and inspections.
  - 2. Special inspections required by authorities having jurisdiction and indicated on the Statement of Special Inspections.
  - 3. Owner-performed tests and inspections indicated in the Contract Documents.
- C. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring the Work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- D. Monitoring and Documentation: Maintain testing and inspection reports, including log of approved and rejected results. Include Work Architect has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming Work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

#### 1.9 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
  - 1. Date of issue.
  - 2. Project title and number.
  - 3. Name, address, telephone number, and email address of testing agency.
  - 4. Dates and locations of samples and tests or inspections.
  - 5. Names of individuals making tests and inspections.
  - 6. Description of the Work and test and inspection method.
  - 7. Identification of product and Specification Section.
  - 8. Complete test or inspection data.
  - 9. Test and inspection results and an interpretation of test results.
  - 10. Record of temperature and weather conditions at time of sample-taking and testing and inspection.
  - 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
  - 12. Name and signature of laboratory inspector.
  - 13. Recommendations on retesting and reinspecting.
- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:
  - 1. Name, address, telephone number, and email address of technical representative making report.
  - 2. Statement on condition of substrates and their acceptability for installation of product.
  - 3. Statement that products at Project site comply with requirements.
  - 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
  - 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  - 6. Statement of whether conditions, products, and installation will affect warranty.
  - 7. Other required items indicated in individual Specification Sections.

- C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
  - 1. Name, address, telephone number, and email address of factory-authorized service representative making report.
  - 2. Statement that equipment complies with requirements.
  - 3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
  - 4. Statement of whether conditions, products, and installation will affect warranty.
  - 5. Other required items indicated in individual Specification Sections.

#### 1.10 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.

- J. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:
1. Build mockups of size indicated.
  2. Build mockups in location indicated or, if not indicated, as directed by Architect.
  3. Notify Architect seven days in advance of dates and times when mockups will be constructed.
  4. Employ supervisory personnel who will oversee mockup construction. Employ workers who will be employed to perform same tasks during the construction at Project.
  5. Demonstrate the proposed range of aesthetic effects and workmanship.
  6. Obtain Architect's approval of mockups before starting corresponding Work, fabrication, or construction.
    - a. Allow seven days for initial review and each re-review of each mockup.
  7. Promptly correct unsatisfactory conditions noted by Architect's preliminary review, to the satisfaction of the Architect, before completion of final mockup.
  8. Approval of mockups by the Architect does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
  9. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
  10. Demolish and remove mockups when directed unless otherwise indicated.

#### 1.11 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 01 2100 "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.
- 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 01 3300 "Submittal Procedures."
- F. 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.
- G. 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.

#### 1.12 SPECIAL TESTS AND INSPECTIONS

- A. Special Tests and Inspections: Owner will engage a qualified testing agency special inspector 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 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 01 7300 "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 01 4000



## SECTION 01 4200 - REFERENCES

### PART 1 - GENERAL

#### 1.1 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.

#### 1.2 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.

### 1.3 ABBREVIATIONS AND ACRONYMS

A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. 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](http://www.aabc.com).
2. AAMA - American Architectural Manufacturers Association; (See FGIA).
3. AAPFCO - Association of American Plant Food Control Officials; [www.aapfco.org](http://www.aapfco.org).
4. AASHTO - American Association of State Highway and Transportation Officials; [www.transportation.org](http://www.transportation.org).
5. AATCC - American Association of Textile Chemists and Colorists; [www.aatcc.org](http://www.aatcc.org).
6. ABMA - American Bearing Manufacturers Association; [www.americanbearings.org](http://www.americanbearings.org).
7. ABMA - American Boiler Manufacturers Association; [www.abma.com](http://www.abma.com).
8. ACI - American Concrete Institute; (Formerly: ACI International); [www.concrete.org](http://www.concrete.org).
9. ACPA - American Concrete Pipe Association; [www.concrete-pipe.org](http://www.concrete-pipe.org).
10. AEIC - Association of Edison Illuminating Companies, Inc. (The); [www.aeic.org](http://www.aeic.org).
11. AF&PA - American Forest & Paper Association; [www.afandpa.org](http://www.afandpa.org).
12. AGA - American Gas Association; [www.aga.org](http://www.aga.org).
13. AHAM - Association of Home Appliance Manufacturers; [www.aham.org](http://www.aham.org).
14. AHRI - Air-Conditioning, Heating, and Refrigeration Institute (The); [www.ahrinet.org](http://www.ahrinet.org).
15. AI - Asphalt Institute; [www.asphaltinstitute.org](http://www.asphaltinstitute.org).
16. AIA - American Institute of Architects (The); [www.aia.org](http://www.aia.org).
17. AISC - American Institute of Steel Construction; [www.aisc.org](http://www.aisc.org).
18. AISI - American Iron and Steel Institute; [www.steel.org](http://www.steel.org).
19. AITC - American Institute of Timber Construction; [www.plib.org](http://www.plib.org).
20. AMCA - Air Movement and Control Association International, Inc.; [www.amca.org](http://www.amca.org).
21. ANSI - American National Standards Institute; [www.ansi.org](http://www.ansi.org).
22. AOSA - Association of Official Seed Analysts, Inc.; [www.aosaseed.com](http://www.aosaseed.com).
23. APA - APA - The Engineered Wood Association; [www.apawood.org](http://www.apawood.org).
24. APA - Architectural Precast Association; [www.archprecast.org](http://www.archprecast.org).
25. API - American Petroleum Institute; [www.api.org](http://www.api.org).
26. ARI - Air-Conditioning & Refrigeration Institute; (See AHRI).
27. ARI - American Refrigeration Institute; (See AHRI).
28. ARMA - Asphalt Roofing Manufacturers Association; [www.asphaltroofing.org](http://www.asphaltroofing.org).
29. ASCE - American Society of Civil Engineers; [www.asce.org](http://www.asce.org).
30. ASCE/SEI - American Society of Civil Engineers/Structural Engineering Institute; (See ASCE).
31. ASHRAE - American Society of Heating, Refrigerating and Air-Conditioning Engineers; [www.ashrae.org](http://www.ashrae.org).
32. ASME - ASME International; (American Society of Mechanical Engineers); [www.asme.org](http://www.asme.org).
33. ASSE - American Society of Sanitary Engineering; [www.asse-plumbing.org](http://www.asse-plumbing.org).
34. ASSP - American Society of Safety Professionals (The); [www.assp.org](http://www.assp.org).
35. ASTM - ASTM International; [www.astm.org](http://www.astm.org).
36. ATIS - Alliance for Telecommunications Industry Solutions; [www.atis.org](http://www.atis.org).
37. AVIXA - Audiovisual and Integrated Experience Association; (Formerly: Infocomm International); [www.avixa.org](http://www.avixa.org).
38. AWEA - American Wind Energy Association; [www.awea.org](http://www.awea.org).
39. AWI - Architectural Woodwork Institute; [www.awinet.org](http://www.awinet.org).
40. AWMAC - Architectural Woodwork Manufacturers Association of Canada; [www.awmac.com](http://www.awmac.com).
41. AWPA - American Wood Protection Association; [www.awpa.com](http://www.awpa.com).
42. AWS - American Welding Society; [www.aws.org](http://www.aws.org).

43. AWWA - American Water Works Association; [www.awwa.org](http://www.awwa.org).
44. BHMA - Builders Hardware Manufacturers Association; [www.buildershardware.com](http://www.buildershardware.com).
45. BIA - Brick Industry Association (The); [www.gobrick.com](http://www.gobrick.com).
46. BICSI - BICSI, Inc.; [www.bicsi.org](http://www.bicsi.org).
47. BIFMA - BIFMA International; (Business and Institutional Furniture Manufacturer's Association); [www.bifma.org](http://www.bifma.org).
48. BISSC - Baking Industry Sanitation Standards Committee; [www.bissc.org](http://www.bissc.org).
49. BWF - Badminton World Federation; (Formerly: International Badminton Federation); [www.bissc.org](http://www.bissc.org).
50. CDA - Copper Development Association; [www.copper.org](http://www.copper.org).
51. CE - Conformite Europeenne; [www.ec.europa.eu/growth/single-market/ce-marking](http://www.ec.europa.eu/growth/single-market/ce-marking).
52. CEA - Canadian Electricity Association; [www.electricity.ca](http://www.electricity.ca).
53. CFFA - Chemical Fabrics and Film Association, Inc.; [www.chemicalfabricsandfilm.com](http://www.chemicalfabricsandfilm.com).
54. CFSEI - Cold-Formed Steel Engineers Institute; [www.cfsei.org](http://www.cfsei.org).
55. CGA - Compressed Gas Association; [www.cganet.com](http://www.cganet.com).
56. CIMA - Cellulose Insulation Manufacturers Association; [www.cellulose.org](http://www.cellulose.org).
57. Cisca - Ceilings & Interior Systems Construction Association; [www.cisca.org](http://www.cisca.org).
58. CISPI - Cast Iron Soil Pipe Institute; [www.cispi.org](http://www.cispi.org).
59. CLFMI - Chain Link Fence Manufacturers Institute; [www.chainlinkinfo.org](http://www.chainlinkinfo.org).
60. CPA - Composite Panel Association; [www.compositepanel.org](http://www.compositepanel.org).
61. CRI - Carpet and Rug Institute (The); [www.carpet-rug.org](http://www.carpet-rug.org).
62. CRRC - Cool Roof Rating Council; [www.coolroofs.org](http://www.coolroofs.org).
63. CRSI - Concrete Reinforcing Steel Institute; [www.crsi.org](http://www.crsi.org).
64. CSA - CSA Group; [www.csa-group.org](http://www.csa-group.org).
65. CSI - Cast Stone Institute; [www.caststone.org](http://www.caststone.org).
66. CSI - Construction Specifications Institute (The); [www.csiresources.org](http://www.csiresources.org).
67. CSSB - Cedar Shake & Shingle Bureau; [www.cedarbureau.org](http://www.cedarbureau.org).
68. CTA - Consumer Technology Association; [www.cta.tech](http://www.cta.tech).
69. CTI - Cooling Technology Institute; (Formerly: Cooling Tower Institute); [www.coolingtechnology.org](http://www.coolingtechnology.org).
70. CWC - Composite Wood Council; (See CPA).
71. DASMA - Door and Access Systems Manufacturers Association; [www.dasma.com](http://www.dasma.com).
72. DHA - Decorative Hardwoods Association; (Formerly: Hardwood Plywood & Veneer Association); [www.decorativehardwoods.org](http://www.decorativehardwoods.org).
73. DHI - Door and Hardware Institute; [www.dhi.org](http://www.dhi.org).
74. ECA - Electronic Components Association; (See ECIA).
75. ECAMA - Electronic Components Assemblies & Materials Association; (See ECIA).
76. ECIA - Electronic Components Industry Association; [www.ecianow.org](http://www.ecianow.org).
77. EIA - Electronic Industries Alliance; (See TIA).
78. EIMA - EIFS Industry Members Association; [www.eima.com](http://www.eima.com).
79. EJMA - Expansion Joint Manufacturers Association, Inc.; [www.ejma.org](http://www.ejma.org).
80. EOS/ESD Association; (Electrostatic Discharge Association); [www.esda.org](http://www.esda.org).
81. ESTA - Entertainment Services and Technology Association; (See PLASA).
82. ETL - Intertek (See Intertek); [www.intertek.com](http://www.intertek.com).
83. EVO - Efficiency Valuation Organization; [www.evo-world.org](http://www.evo-world.org).
84. FCI - Fluid Controls Institute; [www.fluidcontrolsintstitute.org](http://www.fluidcontrolsintstitute.org).
85. FGIA - Fenestration and Glazing Industry Alliance; <https://fgiaonline.org>.
86. FIBA - Federation Internationale de Basketball; (The International Basketball Federation); [www.fiba.com](http://www.fiba.com).
87. FIVB - Federation Internationale de Volleyball; (The International Volleyball Federation); [www.fivb.org](http://www.fivb.org).
88. FM Approvals - FM Approvals LLC; [www.fmapprovals.com](http://www.fmapprovals.com).
89. FM Global - FM Global; (Formerly: FMG - FM Global); [www.fmglobal.com](http://www.fmglobal.com).
90. FRSA - Florida Roofing, Sheet Metal Contractors Association, Inc.; [www.floridarroof.com](http://www.floridarroof.com).
91. FSA - Fluid Sealing Association; [www.fluidsealing.com](http://www.fluidsealing.com).
92. FSC - Forest Stewardship Council U.S.; [www.fscus.org](http://www.fscus.org).

93. GA - Gypsum Association; [www.gypsum.org](http://www.gypsum.org).
94. GANA - Glass Association of North America; (See NGA).
95. GS - Green Seal; [www.greenseal.org](http://www.greenseal.org).
96. HI - Hydraulic Institute; [www.pumps.org](http://www.pumps.org).
97. HI/GAMA - Hydronics Institute/Gas Appliance Manufacturers Association; (See AHRI).
98. HMMA - Hollow Metal Manufacturers Association; (See NAAMM).
99. HPVA - Hardwood Plywood & Veneer Association; (See DHA).
100. IAPSC - International Association of Professional Security Consultants; [www.iapsc.org](http://www.iapsc.org).
101. IAS - International Accreditation Service; [www.iasonline.org](http://www.iasonline.org).
102. ICBO - International Conference of Building Officials; (See ICC).
103. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
104. ICEA - Insulated Cable Engineers Association, Inc.; [www.icea.net](http://www.icea.net).
105. ICPA - International Cast Polymer Association; [www.theicpa.com](http://www.theicpa.com).
106. ICRI - International Concrete Repair Institute, Inc.; [www.icri.org](http://www.icri.org).
107. IEC - International Electrotechnical Commission; [www.iec.ch](http://www.iec.ch).
108. IEEE - Institute of Electrical and Electronics Engineers, Inc. (The); [www.ieee.org](http://www.ieee.org).
109. IES - Illuminating Engineering Society; (Formerly: Illuminating Engineering Society of North America); [www.ies.org](http://www.ies.org).
110. IESNA - Illuminating Engineering Society of North America; (See IES).
111. IEST - Institute of Environmental Sciences and Technology; [www.iest.org](http://www.iest.org).
112. IGMA - Insulating Glass Manufacturers Alliance; (See FGIA).
113. IGSHPA - International Ground Source Heat Pump Association; [www.igshpa.org](http://www.igshpa.org).
114. II - Infocomm International; (See AVIXA).
115. ILI - Indiana Limestone Institute of America, Inc.; [www.ili.ai.com](http://www.ili.ai.com).
116. Intertek - Intertek Group; (Formerly: ETL SEMCO; Intertek Testing Service NA); [www.intertek.com](http://www.intertek.com).
117. ISA - International Society of Automation (The); (Formerly: Instrumentation, Systems, and Automation Society); [www.isa.org](http://www.isa.org).
118. ISAS - Instrumentation, Systems, and Automation Society (The); (See ISA).
119. ISFA - International Surface Fabricators Association; (Formerly: International Solid Surface Fabricators Association); [www.isfanow.org](http://www.isfanow.org).
120. ISO - International Organization for Standardization; [www.iso.org](http://www.iso.org).
121. ISSFA - International Solid Surface Fabricators Association; (See ISFA).
122. ITU - International Telecommunication Union; [www.itu.int](http://www.itu.int).
123. KCMA - Kitchen Cabinet Manufacturers Association; [www.kcma.org](http://www.kcma.org).
124. LMA - Laminating Materials Association; (See CPA).
125. LPI - Lightning Protection Institute; [www.lightning.org](http://www.lightning.org).
126. MBMA - Metal Building Manufacturers Association; [www.mbma.com](http://www.mbma.com).
127. MCA - Metal Construction Association; [www.metalconstruction.org](http://www.metalconstruction.org).
128. MFMA - Maple Flooring Manufacturers Association, Inc.; [www.maplefloor.org](http://www.maplefloor.org).
129. MFMA - Metal Framing Manufacturers Association, Inc.; [www.metalframingmfg.org](http://www.metalframingmfg.org).
130. MHI - Material Handling Industry; [www.mhi.org](http://www.mhi.org).
131. MIA - Marble Institute of America; (See NSI).
132. MMPA - Moulding & Millwork Producers Association; [www.wmmpa.com](http://www.wmmpa.com).
133. MPI - Master Painters Institute; [www.paintinfo.com](http://www.paintinfo.com).
134. MSS - Manufacturers Standardization Society of The Valve and Fittings Industry Inc.; [www.mss-hq.org](http://www.mss-hq.org).
135. NAAMM - National Association of Architectural Metal Manufacturers; [www.naamm.org](http://www.naamm.org).
136. NACE - NACE International; (National Association of Corrosion Engineers International); [www.nace.org](http://www.nace.org).
137. NADCA - National Air Duct Cleaners Association; [www.nadca.com](http://www.nadca.com).
138. NAIMA - North American Insulation Manufacturers Association; [www.nadca.com](http://www.nadca.com).
139. NALP - National Association of Landscape Professionals; [www.landscapeprofessionals.org](http://www.landscapeprofessionals.org).
140. NBGQA - National Building Granite Quarries Association, Inc.; [www.nbgqa.com](http://www.nbgqa.com).
141. NBI - New Buildings Institute; [www.newbuildings.org](http://www.newbuildings.org).

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

193. TCA - Tilt-Up Concrete Association; [www.tilt-up.org](http://www.tilt-up.org).
194. TCNA - Tile Council of North America, Inc.; [www.tileusa.com](http://www.tileusa.com).
195. TEMA - Tubular Exchanger Manufacturers Association, Inc.; [www.tema.org](http://www.tema.org).
196. TIA - Telecommunications Industry Association (The); (Formerly: TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance); [www.tiaonline.org](http://www.tiaonline.org).
197. TIA/EIA - Telecommunications Industry Association/Electronic Industries Alliance; (See TIA).
198. TMS - The Masonry Society; [www.masonrysociety.org](http://www.masonrysociety.org).
199. TPI - Truss Plate Institute; [www.tpinst.org](http://www.tpinst.org).
200. TPI - Turfgrass Producers International; [www.turfgrasssod.org](http://www.turfgrasssod.org).
201. TRI - Tile Roofing Institute; [www.tilerroofing.org](http://www.tilerroofing.org).
202. UL - Underwriters Laboratories Inc.; [www.ul.com](http://www.ul.com).
203. UL LLC - UL LLC; [www.ul.com](http://www.ul.com).
204. UNI - Uni-Bell PVC Pipe Association; [www.uni-bell.org](http://www.uni-bell.org).
205. USAV - USA Volleyball; [www.usavolleyball.org](http://www.usavolleyball.org).
206. USGBC - U.S. Green Building Council; [www.usgbc.org](http://www.usgbc.org).
207. USITT - United States Institute for Theatre Technology, Inc.; [www.usitt.org](http://www.usitt.org).
208. WA - Wallcoverings Association; [www.wallcoverings.org](http://www.wallcoverings.org).
209. WCLIB - West Coast Lumber Inspection Bureau; [www.wclib.org](http://www.wclib.org).
210. WCMA - Window Covering Manufacturers Association; [www.wcmanet.org](http://www.wcmanet.org).
211. WDMA - Window & Door Manufacturers Association; [www.wdma.com](http://www.wdma.com).
212. WI - Woodwork Institute; [www.wicnet.org](http://www.wicnet.org).
213. WSRCA - Western States Roofing Contractors Association; [www.wsrca.com](http://www.wsrca.com).
214. WWPA - Western Wood Products Association; [www.wwpa.org](http://www.wwpa.org).

B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is believed to be accurate as of the date of the Contract Documents.

1. DIN - Deutsches Institut für Normung e.V.; [www.din.de](http://www.din.de).
2. IAPMO - International Association of Plumbing and Mechanical Officials; [www.iapmo.org](http://www.iapmo.org).
3. ICC - International Code Council; [www.iccsafe.org](http://www.iccsafe.org).
4. ICC-ES - ICC Evaluation Service, LLC; [www.icc-es.org](http://www.icc-es.org).

C. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Information is subject to change and is up to date as of the date of the Contract Documents.

1. COE - Army Corps of Engineers; [www.usace.army.mil](http://www.usace.army.mil).
2. CPSC - Consumer Product Safety Commission; [www.cpsc.gov](http://www.cpsc.gov).
3. DOC - Department of Commerce; National Institute of Standards and Technology; [www.nist.gov](http://www.nist.gov).
4. DOD - Department of Defense; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
5. DOE - Department of Energy; [www.energy.gov](http://www.energy.gov).
6. EPA - Environmental Protection Agency; [www.epa.gov](http://www.epa.gov).
7. FAA - Federal Aviation Administration; [www.faa.gov](http://www.faa.gov).
8. FG - Federal Government Publications; [www.gpo.gov/fdsys](http://www.gpo.gov/fdsys).
9. GSA - General Services Administration; [www.gsa.gov](http://www.gsa.gov).
10. HUD - Department of Housing and Urban Development; [www.hud.gov](http://www.hud.gov).
11. LBL - Lawrence Berkeley National Laboratory; Environmental Energy Technologies Division; [www.eetd.lbl.gov](http://www.eetd.lbl.gov).
12. OSHA - Occupational Safety & Health Administration; [www.osha.gov](http://www.osha.gov).
13. SD - Department of State; [www.state.gov](http://www.state.gov).
14. TRB - Transportation Research Board; National Cooperative Highway Research Program; The National Academies; [www.trb.org](http://www.trb.org).
15. USDA - Department of Agriculture; Agriculture Research Service; U.S. Salinity Laboratory; [www.ars.usda.gov](http://www.ars.usda.gov).

16. USDA - Department of Agriculture; Rural Utilities Service; [www.usda.gov](http://www.usda.gov).
17. USDOJ - Department of Justice; Office of Justice Programs; National Institute of Justice; [www.ojp.usdoj.gov](http://www.ojp.usdoj.gov).
18. USP - U.S. Pharmacopeial Convention; [www.usp.org](http://www.usp.org).
19. USPS - United States Postal Service; [www.usps.com](http://www.usps.com).

D. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.

1. CFR - Code of Federal Regulations; Available from Government Printing Office; [www.govinfo.gov](http://www.govinfo.gov).
2. DOD - Department of Defense; Military Specifications and Standards; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
3. DSCC - Defense Supply Center Columbus; (See FS).
4. FED-STD - Federal Standard; (See FS).
5. FS - Federal Specification; Available from DLA Document Services; [www.quicksearch.dla.mil](http://www.quicksearch.dla.mil).
  - a. Available from Defense Standardization Program; [www.dsp.dla.mil](http://www.dsp.dla.mil).
  - b. Available from General Services Administration; [www.gsa.gov](http://www.gsa.gov).
  - c. Available from National Institute of Building Sciences/Whole Building Design Guide; [www.wbdg.org](http://www.wbdg.org).
6. MILSPEC - Military Specification and Standards; (See DOD).
7. USAB - United States Access Board; [www.access-board.gov](http://www.access-board.gov).
8. USATBCB - U.S. Architectural & Transportation Barriers Compliance Board; (See USAB).

E. State Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. This information is subject to change and is believed to be accurate as of the date of the Contract Documents.

1. CBHF; State of California; Department of Consumer Affairs; Bureau of Electronic and Appliance Repair, Home Furnishings and Thermal Insulation; [www.bearhfti.ca.gov](http://www.bearhfti.ca.gov).
2. CCR; California Code of Regulations; Office of Administrative Law; California Title 24 Energy Code; [www.calregs.com](http://www.calregs.com).
3. CDHS; California Department of Health Services; (See CDPH).
4. CDPH; California Department of Public Health; Indoor Air Quality Program; [www.cdph.ca.gov/Programs/CCDPHP/DEODC/EHLB/IAQ/Pages/Main-Page.aspx](http://www.cdph.ca.gov/Programs/CCDPHP/DEODC/EHLB/IAQ/Pages/Main-Page.aspx).
5. CPUC; California Public Utilities Commission; [www.cpuc.ca.gov](http://www.cpuc.ca.gov).
6. SCAQMD; South Coast Air Quality Management District; [www.aqmd.gov](http://www.aqmd.gov).
7. TFS; Texas A&M Forest Service; Sustainable Forestry and Economic Development; [www.txforests.tamu.edu](http://www.txforests.tamu.edu).

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 4200

## SECTION 01 5000 - 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 01 1000 "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, Owner's construction forces, Architect, testing agencies, and authorities having jurisdiction.

#### 1.4 INFORMATIONAL SUBMITTALS

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

#### 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.

### PART 2 - PRODUCTS

#### 2.1 MATERIALS

- A. Chain-Link Fencing: Minimum **2-inch, 0.148-inch-** thick, galvanized-steel, chain-link fabric fencing; minimum **6 feet** high with galvanized-steel pipe posts; minimum **2-3/8-inch-** OD line posts and **2-7/8-inch-** OD corner and pull posts, with **1-5/8-inch-** OD top rails.
- B. Portable Chain-Link Fencing: Minimum **2-inch, 0.148-inch-** thick, galvanized-steel, chain-link fabric fencing; minimum **6 feet** high with galvanized-steel pipe posts; minimum **2-3/8-inch-** OD line posts and **2-7/8-inch-** OD corner and pull posts, with **1-5/8-inch-** OD top and bottom rails. Provide concrete bases for supporting posts.



## 2.2 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

## PART 3 - EXECUTION

### 3.1 TEMPORARY FACILITIES, GENERAL

- A. 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 existing toilet facilities is not permitted.
- B. 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. Relocate and modify facilities as required by progress of the Work.
  - 1. Locate facilities to limit site disturbance as specified in Section 01 1000 "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.

### 3.3 SUPPORT FACILITIES INSTALLATION

- A. Storage and Staging: Use designated areas of Project site for storage and staging needs.
- B. Waste Disposal Facilities: Comply with requirements specified in Section 01 7419 "Construction Waste Management and Disposal."

### 3.4 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 01 1000 "Summary."
- C. 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.

### 3.5 MOISTURE AND MOLD CONTROL

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

### 3.6 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. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- C. 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.

END OF SECTION 01 5000

## SECTION 01 6000 - 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 01 1000 "Summary" for Contractor requirements related to Owner-furnished products.
  - 2. Section 01 2500 "Substitution Procedures" for requests for substitutions.
  - 3. Section 01 4200 "References" for applicable industry standards for products specified.
  - 4. Section 01 7700 "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 01 3300 "Submittal Procedures."
- F. Substitution: Refer to Section 01 2500 "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.
  - 1. Resolution of Compatibility Disputes between Multiple Contractors:
    - a. Contractors are responsible for providing products and construction methods compatible with products and construction methods of other contractors.
    - b. If a dispute arises between the multiple contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.
- 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 26 and 27 for additional equipment identification requirements.

#### 1.5 COORDINATION

- A. Modify or adjust affected work as necessary to integrate work of approved comparable products and approved substitutions.

## 1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products, using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
  - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
  - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
  - 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
  - 4. Inspect products on delivery to determine compliance with the Contract Documents and that products are undamaged and properly protected.
- C. Storage:
  - 1. Provide a secure location and enclosure at Project site for storage of materials and equipment.
  - 2. Store products to allow for inspection and measurement of quantity or counting of units.
  - 3. Store materials in a manner that will not endanger Project structure.
  - 4. Store products that are subject to damage by the elements under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation and with adequate protection from wind.
  - 5. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
  - 6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
  - 7. Protect stored products from damage and liquids from freezing.
  - 8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

## 1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
  - 1. Manufacturer's Warranty: Written standard warranty form furnished by individual manufacturer for a particular product and issued in the name of the Owner or endorsed by manufacturer to Owner.
  - 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner and issued in the name of the Owner or endorsed by manufacturer to Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
  - 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
  - 2. Specified Form: When specified forms are included in the Project Manual, prepare a written document, using indicated form properly executed.
  - 3. See other Sections for specific content requirements and particular requirements for submitting special warranties.

- C. Submittal Time: Comply with requirements in Section 01 7700 "Closeout Procedures."

## PART 2 - PRODUCTS

### 2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
  - 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
  - 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
  - 3. Owner reserves the right to limit selection to products with warranties meeting requirements of the Contract Documents.
  - 4. Where products are accompanied by the term "as selected," Architect will make selection.
  - 5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.
  - 6. Or Equal: For products specified by name and accompanied by the term "or equal," "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.
    - a. Submit additional documentation required by Architect in order to establish equivalency of proposed products. Unless otherwise indicated, evaluation of "or equal" product status is by the Architect, whose determination is final.
- B. Product Selection Procedures:
  - 1. Limited List of 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."
  - 2. 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 01 2500 "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 01 3300 "Submittal Procedures."
1. Form of Approval of Submittal: As specified in Section 01 3300 "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 01 6000

## SECTION 01 7300 - 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. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:
  - 1. General installation of products.
  - 2. Coordination of Owner-installed products.
  - 3. Progress cleaning.
  - 4. Starting and adjusting.
  - 5. Protection of installed construction.
  - 6. Correction of the Work.
- B. Related Sections include the following:
  - 1. Section 01 3300 "Submittal Procedures" for submitting surveys.
  - 2. Section 01 7329 "Cutting and Patching" for procedural requirements for cutting and patching necessary for the installation or performance of other components of the Work.
  - 3. Section 01 7700 "Closeout Procedures" for submitting final Project Record Documents.

#### 1.3 SUBMITTALS

- A. Landfill Receipts: Submit a copy of receipts issued by a landfill facility.

### PART 2 - PRODUCTS (Not Used)

### PART 3 - EXECUTION

#### 3.1 EXAMINATION

- A. Acceptance of Conditions: 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. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
    - a. Description of the Work.
    - b. List of detrimental conditions, including substrates.
    - c. List of unacceptable installation tolerances.
    - d. Recommended corrections.
  - 2. Verify compatibility with and suitability of substrates.
  - 3. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.



### 3.2 PREPARATION

- A. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents, submit a request for information to Architect. Include a detailed description of problem encountered, together with recommendations for changing the Contract Documents.

### 3.3 INSTALLATION

- A. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- B. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- C. 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.
- D. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.
- E. Anchors and Fasteners: Provide anchors and fasteners as required to anchor each component securely in place, accurately located and aligned with other portions of the Work.
  - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by Architect.
  - 2. Allow for building movement, including thermal expansion and contraction.
  - 3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- F. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

### 3.4 OWNER-INSTALLED PRODUCTS

- A. Site Access: Provide access to Project site for Owner's construction forces.
- B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction forces.
  - 1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
  - 2. Preinstallation Conferences: Include Owner's construction forces at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction forces if portions of the Work depend on Owner's construction.

### 3.5 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily. Coordinate progress cleaning for joint-use areas where more than one installer has worked. 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 materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80 deg F (27 deg C).
  3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
1. Remove liquid spills promptly.
  2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to 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.
- 3.6 STARTING AND ADJUSTING
- A. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
  - B. Adjust operating components for proper operation without binding. Adjust equipment for proper operation.
  - 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: If a factory-authorized service representative is required to inspect field-assembled components and equipment installation, comply with qualification requirements in Division 01 Section "Quality Requirements."

### 3.7 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.

### 3.8 CORRECTION OF THE WORK

- A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 01 Section "Cutting and Patching."
  - 1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.
- B. Restore permanent facilities used during construction to their specified condition.
- C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.
- D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.
- E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 01 7300

## SECTION 01 7329 - CUTTING AND PATCHING

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
  - 1. Divisions 02 through 48 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.

#### 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 surfaces to original conditions after installation of other Work.

#### 1.4 SUBMITTALS

- A. Cutting and Patching Proposal: Submit a proposal describing procedures at least ten (10) days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
  - 1. Extent: Describe cutting and patching, show how they will be performed, and indicate why they cannot be avoided.
  - 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building's appearance and other significant visual elements.
  - 3. Products: List products to be used and firms or entities that will perform the Work.
  - 4. Dates: Indicate when cutting and patching will be performed.
  - 5. Utility Services and Mechanical/Electrical Systems: List services/systems that cutting and patching procedures will disturb or affect. List services/systems that will be relocated and those that will be temporarily out of service. Indicate how long services/systems will be disrupted.
  - 6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
  - 7. Architect's Approval: Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.

#### 1.5 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.

- B. 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. Operating elements include the following:
1. Primary operational systems and equipment.
  2. Air or smoke barriers.
  3. Fire-suppression systems.
  4. Mechanical systems piping and ducts.
  5. Control systems.
  6. Communication systems.
  7. Conveying systems.
  8. Electrical wiring systems.
  9. Operating systems of special construction in Division 13 Sections.
- C. Miscellaneous Elements: Do not cut and patch miscellaneous elements or related 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.
1. Water, moisture, or vapor barriers.
  2. Membranes and flashings.
  3. Exterior curtain-wall construction.
  4. Equipment supports.
  5. Piping, ductwork, vessels, and equipment.
  6. Noise- and vibration-control elements and systems.
- D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

## 1.6 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during cutting and patching operations, by methods and with materials so as not to void existing warranties.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials 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 match the visual and functional performance of in-place materials.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.
  - 1. Compatibility: Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers.
  - 2. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. 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.
- B. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

### 3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
  - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. 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 as small as possible, neatly to 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 Division 31 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.
- C. 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 possible. Provide materials and comply with installation requirements specified in other Sections.
  - 1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
  - 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.

- a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
  - b. Restore damaged pipe covering to its original condition.
3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
- a. Where patching occurs in a painted surface, apply primer and intermediate paint coats 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.
- D. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.
- E. Insert specific installation requirements if not specified elsewhere. Specific installation requirements are better specified in individual Sections.

END OF SECTION 01 7329

## SECTION 01 7419 - 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.
- B. Related Sections include the following:
  - 1. Section 01 5000 "Temporary Facilities and Controls" for environmental-protection measures during construction, and location of waste containers at Project site.

#### 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 construction waste and deposit in landfill.

#### 1.4 WASTE MANAGEMENT PLAN

- A. General: Develop plan consisting of waste identification, waste reduction work plan, and cost/revenue analysis. Include separate sections in plan for construction waste. Indicate quantities by weight or volume, but use same units of measure throughout waste management plan.
- B. Waste Identification: Indicate anticipated types and quantities of site-clearing and construction waste generated by the Work.
- C. Waste Reduction Work Plan: List each type of waste and whether it will be recycled or disposed of in landfill. Include points of waste generation, total quantity of each type of waste, quantity for each means of recovery, and handling and transportation procedures.
  - 1. Recycled Materials: Include list of local receivers and processors and type of recycled materials each will accept. Include names, addresses, and telephone numbers.
  - 2. Disposed Materials: Indicate how and where materials will be disposed of. Include name, address, and telephone number of each landfill and incinerator facility.
  - 3. Handling and Transportation Procedures: Include method that will be used for separating recyclable waste including sizes of containers, container labeling, and designated location on Project site where materials separation will be located.



## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION

### 3.1 PLAN IMPLEMENTATION

- A. General: Implement waste management plan as approved by Architect. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract.
  - 1. Comply with Division 01 Section "Temporary Facilities and Controls" for operation, termination, and removal requirements.
- B. Training: Train workers, subcontractors, and suppliers on proper waste management procedures, as appropriate for the Work occurring at Project site.
  - 1. Distribute waste management plan to everyone concerned within three (3) days of submittal return.
  - 2. Distribute waste management plan to entities when they first begin work on-site. Review plan procedures and locations established for salvage, recycling, and disposal.
- C. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
  - 1. Comply with Division 01 Section "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.

### 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.

### 3.3 DISPOSAL OF WASTE

- A. General: Except for items or materials to be recycled, remove waste materials from Project site and legally dispose of them in a landfill.
  - 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 01 7419

## SECTION 01 7700 - CLOSEOUT PROCEDURES

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
  - 1. Inspection procedures.
  - 2. Warranties.
  - 3. Final cleaning.
- B. Related Sections include the following:
  - 1. Section 01 2900 "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
  - 2. Section 01 7300 "Execution" for progress cleaning of Project site.
  - 3. Section 01 7823 "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 4. Divisions 02 through 48 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

#### 1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, 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. Prepare and submit Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
  - 6. Deliver tools, spare parts, extra materials, and similar items to location designated by Owner. Label with manufacturer's name and model number where applicable.
  - 7. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
  - 8. Complete startup testing of systems.
  - 9. Submit test/adjust/balance records.
  - 10. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
  - 11. Advise Owner of changeover in heat and other utilities.
  - 12. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

13. Complete final cleaning requirements, including touchup painting.
14. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

#### 1.4 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:

1. Submit a final Application for Payment according to Division 01 Section "Payment Procedures."
2. Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report and warranty.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training videotapes.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.

#### 1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Preparation: Submit three (3) 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, starting with exterior areas first and proceeding from lowest floor to highest floor.
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 Architect.
  - d. Name of Contractor.

- e. Page number.

## 1.6 WARRANTIES

- A. Submittal Time: Submit written warranties on request of Architect 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 fifteen (15) 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 (215-by-280-mm) 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 two copies of each warranty to include in operation and maintenance manuals.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

## PART 3 - EXECUTION

### 3.1 FINAL CLEANING

- A. General: 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. Vacuum carpet and similar soft surfaces, removing debris and excess nap; shampoo if visible soil or stains remain.
  - j. 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.
  - k. Remove labels that are not permanent.
  - l. 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.
  - m. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
  - n. Replace parts subject to unusual operating conditions.
  - o. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
  - p. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
  - q. Clean ducts, blowers, and coils if units were operated without filters during construction.
  - r. 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.
  - s. Leave Project clean and ready for occupancy.
- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and rid Project of rodents, insects, and other pests. Prepare a report.
- D. 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 01 7700

## SECTION 01 7823 - 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.
  - 2. Emergency manuals.
  - 3. Operation manuals for systems, subsystems, and equipment.
  - 4. Product maintenance manuals.
  - 5. Systems and equipment maintenance manuals.
- B. Related Requirements:
  - 1. Section 01 3300 "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. Manual Content: Operations and maintenance manual content is specified in individual Specification Sections to be reviewed 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 operations and maintenance submittals are acceptable.
  - 2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.
- B. Format: Submit operations and maintenance manuals in the following format:
  - 1. PDF electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Architect.
    - a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.
    - b. Enable inserted reviewer comments on draft submittals.

2. Two (2) paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Architect will return two (2) copies.
- C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect will comment on whether general scope and content of manual are acceptable.
- D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect will return copy with comments.
1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's comments and prior to commencing demonstration and training.

## PART 2 - PRODUCTS

### 2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

- A. Directory: Prepare a single, comprehensive directory of emergency, operation, and maintenance data and materials, listing items and their location to facilitate ready access to desired information. Include a section in the directory for each of the following:
1. List of documents.
  2. List of systems.
  3. List of equipment.
  4. Table of contents.
- B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
- C. 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.
- D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.
- 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."

### 2.2 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

- A. Organization: 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.
1. If operation or maintenance documentation requires more than one volume to accommodate data, include comprehensive table of contents for all volumes in each volume of the set.
- D. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.
- E. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required. (Submit three (3) CD's to District.)
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: Enable bookmarking of 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.
- F. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes. (Submit two (2) complete manuals to District).
1. Binders: Heavy-duty, three-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch (215-by-280-mm) paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
    - a. If two or more binders are necessary to accommodate data of a system, organize data in each binder into groupings by subsystem and related components. Cross-reference other binders if necessary to provide essential information for proper operation or maintenance of equipment or system.
    - b. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents. Indicate volume number for multiple-volume sets.

2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch (215-by-280-mm) white bond paper.
5. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
  - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
  - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

### 2.3 EMERGENCY MANUALS

- A. Content: Organize manual into a separate section for each of the following:
  1. Type of emergency.
  2. Emergency instructions.
  3. Emergency procedures.
- B. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:
  1. Fire.
  2. Flood.
  3. Gas leak.
  4. Water leak.
  5. Power failure.
  6. Water outage.
  7. System, subsystem, or equipment failure.
  8. Chemical release or spill.
- C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.
- D. Emergency Procedures: Include the following, as applicable:
  1. Instructions on stopping.
  2. Shutdown instructions for each type of emergency.
  3. Operating instructions for conditions outside normal operating limits.
  4. Required sequences for electric or electronic systems.
  5. Special operating instructions and procedures.

### 2.4 OPERATION MANUALS

- A. 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.

B. 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.

C. 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.

D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.

E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

## 2.5 PRODUCT MAINTENANCE MANUALS

A. 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.

B. 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.

C. 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.

D. 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.

E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.

F. 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.

## 2.6 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. 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 warranty and bond information, as described below.

B. 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.

C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:

1. Standard maintenance instructions and bulletins.
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.

D. 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.

- E. 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.
- F. 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.
- G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- 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.

### PART 3 - EXECUTION

#### 3.1 MANUAL PREPARATION

- A. Operation and Maintenance Documentation Directory: Prepare a separate manual that provides an organized reference to emergency, operation, and maintenance manuals.
- B. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.
- C. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- D. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.
  - 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.
- E. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, 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.
  - 1. 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.

- F. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.
  - 1. Do not use original project record documents as part of operation and maintenance manuals.
  - 2. Comply with requirements of newly prepared record Drawings in Section 017839 "Project Record Documents."
  
- G. Comply with Section 01 7700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 01 7823

## SECTION 01 7839 - 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. Miscellaneous record submittals.
- B. Related Sections:
  - 1. Section 01 7300 "Execution" for final property survey.
  - 2. Section 01 7700 "Closeout Procedures" for general closeout procedures.
  - 3. Section 01 7823 "Operation and Maintenance Data" for operation and maintenance manual requirements.
  - 4. Divisions 02 through 48 Sections for specific requirements for project record documents of the Work in those Sections.

#### 1.3 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
  - 1. Number of Copies: Submit copies of record Drawings as follows:
    - a. Initial Submittal: Submit one (1) paper copy set of marked-up record prints. Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
    - b. Final Submittal: Submit one (1) paper copy set of marked-up record prints. Print each Drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one (1) paper copy of Project's Specifications, including addenda and contract modifications.
- C. Miscellaneous Record Submittals: Refer to other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit one (1) paper copy of each submittal.
- D. Reports: Submit written report weekly indicating items incorporated in Project record documents concurrent with progress of the Work, including modifications, concealed conditions, field changes, product selections, and other notations incorporated.

## PART 2 - PRODUCTS

### 2.1 RECORD DRAWINGS

- A. Record Prints: Maintain one (1) set of marked-up paper copies of the Contract Drawings and Shop Drawings.
1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
    - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
    - b. Accurately record information in an acceptable drawing technique.
    - c. Record data as soon as possible after obtaining it.
    - d. Record and check the markup before enclosing concealed installations.
    - e. Cross-reference record prints to corresponding archive photographic documentation.
  2. Content: Types of items requiring marking include, but are not limited to, the following:
    - a. Dimensional changes to Drawings.
    - b. Revisions to details shown on Drawings.
    - c. Depths of foundations below first floor.
    - d. Locations and depths of underground utilities.
    - e. Revisions to routing of piping and conduits.
    - f. Revisions to electrical circuitry.
    - g. Actual equipment locations.
    - h. Duct size and routing.
    - i. Locations of concealed internal utilities.
    - j. Changes made by Change Order or Construction Change Directive.
    - k. Changes made following Architect's written orders.
    - l. Details not on the original Contract Drawings.
    - m. Field records for variable and concealed conditions.
    - n. Record information on the Work that is shown only schematically.
  3. Mark the Contract Drawings and Shop Drawings completely and accurately. Utilize personnel proficient at recording graphic information in production of marked-up record prints.
  4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
  5. Mark important additional information that was either shown schematically or omitted from original Drawings.
  6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

### 2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.



2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.

B. Format: Submit record Specifications as marked up paper copy of Specifications.

### 2.3 MISCELLANEOUS RECORD SUBMITTALS

A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

B. Format: Submit miscellaneous record submittals as paper copy.

1. Include miscellaneous record submittals directory organized by specification section number and title, electronically linked to each item of miscellaneous record submittals.

## PART 3 - EXECUTION

### 3.1 RECORDING AND MAINTENANCE

A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and modifications to project record documents as they occur; do not wait until the end of Project.

B. Maintenance of Record Documents and Samples: Store record documents and Samples 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.

END OF SECTION 01 7839

DIVISION 02 – EXISTING CONDITIONS

02 4119      SELECTIVE DEMOLITION

## SECTION 02 4119 - SELECTIVE DEMOLITION

### PART 1 - GENERAL

#### 1.1 SUMMARY

##### A. Section Includes:

1. Demolition as required for addition of new Aluminum-Framed Entrance and Storefront Vestibule in existing building entry.

##### B. Related Requirements:

1. Section 01 1000 "Summary" for restrictions on use of the premises, Owner-occupancy requirements, and staging requirements.
2. Section 01 7329 "Cutting and Patching" for cutting and patching procedures.
3. Section 01 7300 "Execution" for cutting and patching procedures.

#### 1.2 DEFINITIONS

- A. Remove: Detach items from existing construction and dispose of them off-site unless indicated to be salvaged or reinstalled.
- B. Existing to Remain: Leave existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.
- C. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; disposing of items unless indicated to be salvaged or reinstalled.

#### 1.3 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

#### 1.4 PREINSTALLATION MEETINGS

- A. Pre demolition Conference: Conduct conference at Project site.

1. Inspect and discuss condition of construction to be selectively demolished.
2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
3. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
4. Review areas where existing construction is to remain and requires protection.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection and for noise control. Indicate proposed locations and construction of barriers.
- B. Predemolition Photographs or Video: Show existing conditions of adjoining construction, including finish surfaces, that might be misconstrued as damage caused by salvage and demolition operations.

## 1.6 FIELD CONDITIONS

- A. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- B. Storage or sale of removed items or materials on-site is not permitted.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ANSI/ASSP A10.6 and NFPA 241.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Verify that utilities have been disconnected before starting selective demolition operations.
- B. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs or video.

### 3.2 PROTECTION

- A. Remove temporary barricades and protections where hazards no longer exist.

### 3.3 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
  - 1. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
  - 2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
  - 3. Maintain fire watch during and for at least 12 hours after flame-cutting operations.
  - 4. Maintain adequate ventilation when using cutting torches.
  - 5. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
  - 6. Dispose of demolished items and materials promptly. Comply with requirements in Section 01 7419 "Construction Waste Management and Disposal."

### 3.4 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction.

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
4. Comply with requirements specified in Section 01 7419 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

### 3.5 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

END OF SECTION 02 4119

DIVISION 05 - METALS

05 7510 PERFORATED METAL PANELS

## SECTION 05 7510 - PERFORATED METAL PANELS

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section includes: Perforated metal sheet panels used to fabricate screens panels.

#### 1.2 REFERENCES

- A. American Society for Testing and Materials (ASTM) Publications:
  1. ASTM A123 - Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products.
  2. ASTM A167 - Stainless and Heat-Resisting Chromium-Nickel Steel Plate, Sheet and Strip.
  3. ASTM A283 - Low and Intermediate Tensile Strength Carbon Steel Plates.
  4. ASTM A653 - Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process, Structural (Physical) Quality.
  5. ASTM B122 - Copper-Nickel-Tin Alloy, Copper-Nickel-Zinc Alloy (Nickel Silver) and Copper-Nickel Alloy Plate, Sheet, Strip, and Rolled Bar.
  6. ASTM B209 - Aluminum and Aluminum-Alloy Sheet and Plate.
  7. ASTM B248 - Wrought Copper and Copper Alloy Plate, Sheet, Strip, and Rolled Bar.
  8. ASTM B370 - Copper Sheet and Strip for Building Construction.

#### 1.3 SUBMITTALS

- A. Provide in accordance with Section 01 3300 - Submittal Procedures:
  1. Product data for perforated metal panels and finish.
  2. Sample: 8 by 10 inches [203 by 254 mm] minimum size sample in selected perforation pattern and finish.

### PART 2 - PRODUCTS

#### 2.1 ACCEPTABLE MANUFACTURERS

- A. Basis-of-Design: McNichols Manufacturing Corporation,  
Acceptable manufacturers:
  - a. Hendrick Architectural.
  - b. MOZ Design
  - c. Merger Metals, LLC
  - d. Pac-Clad
- B. Requests to use equivalent products of other manufacturers shall be submitted in accordance with Section 01 2500 - Product Substitution Procedures.

## 2.2 PERFORATED METAL PANELS

- A. Material: ASTM B209, 5052 alloy aluminum sheets.
  - 1. Thickness: .3/16-inch thick Aluminum minimum.
  - 2. Sheet size: 4' x 10'.
- B. Perforations:
  - 2. Round: 1/4-inch diameter holes spaced at 3/8-inch centers 45 degrees staggered pattern and providing 40 percent open area.
- C. Panels with perimeter welded metal frames, return edges, borders, mounting holes, attachment brackets, clips as detailed and dimensioned on Drawings and approved shop drawings.

## 2.3 FACTORY FINISH

- A. Provide perforated metal fabricated panels with Polyester powder color coating.
  - 3. Polyester powder coating:
    - a. Electrostatically applied colored polyester powder coating heat cured to chemically bond finish to metal substrate.
    - b. Color: Selected by Architect from manufacturer's standard range.

## PART 3 - EXECUTION

### 3.1 - INSTALLATION

- A. Preparation: Prior to panel fabrication, field verify required dimensions.
- B. Provide perforated metal panels specified in this Section for fabrication of screens and soffit panels.
- C. Install in accordance with manufacturer's installation instructions and approved shop drawings.
- D. After installation, touch-up damaged finish with paint supplied by manufacturer and matching original coating.

END OF SECTION 07 4200



DIVISION 07 – THERMAL AND MOISTURE PROTECTION

07 6200 SHEET METAL FLASHING AND TRIM

07 9200 JOINT SEALANTS

## SECTION 07 6200 - SHEET METAL FLASHING AND TRIM

### 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. Formed miscellaneous metal.

#### 1.3 COORDINATION

- A. Coordinate sheet metal flashing and trim layout and seams with sizes and locations of element to be flashed, and joints and seams in adjacent materials.

#### 1.4 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.
  - 1. Review construction schedule. Verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
  - 2. Review special roof details, roof drainage, roof-penetration flashing, equipment curbs, and condition of other construction that affect sheet metal flashing and trim.
  - 3. Review requirements for insurance and certificates if applicable.
  - 4. Review sheet metal flashing observation and repair procedures after flashing installation.

#### 1.5 ACTION SUBMITTALS

- A. Product Data: For each of the following
  - 1. Elastomeric sealant.
  - 2. Butyl sealant.
- B. Samples: For each exposed product and for each color and texture specified, **12 inches** long by actual width.

#### 1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For fabricator.
- B. Product Certificates: For each type of coping and roof edge flashing that is ANSI/SPRI/FM 4435/ES-1 tested.
- C. Product Test Reports: For each product, for tests performed by a qualified testing agency.

## 1.7 CLOSEOUT SUBMITTALS

## 1.8 QUALITY ASSURANCE

- A. Fabricator Qualifications: Employs skilled workers who custom fabricate sheet metal flashing and trim similar to that required for this Project and whose products have a record of successful in-service performance.

## 1.9 DELIVERY, STORAGE, AND HANDLING

- A. Do not store sheet metal flashing and trim materials in contact with other materials that might cause staining, denting, or other surface damage.
  - 1. Store sheet metal flashing and trim materials away from uncured concrete and masonry.
  - 2. Protect stored sheet metal flashing and trim from contact with water.
- B. Protect strippable protective covering on sheet metal flashing and trim from exposure to sunlight and high humidity, except to extent necessary for period of sheet metal flashing and trim installation.

## PART 2 - PRODUCTS

### 2.1 PERFORMANCE REQUIREMENTS

- A. Sheet metal flashing and trim assemblies, including cleats, anchors, and fasteners, shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.
- B. Thermal Movements: Allow for thermal movements from ambient and surface temperature changes to prevent buckling, opening of joints, overstressing of components, failure of joint sealants, failure of connections, and other detrimental effects. Base calculations on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
  - 1. Temperature Change: 120 deg F, ambient; 180 deg F, material surfaces .

### 2.2 SHEET METALS

- A. Protect mechanical and other finishes on exposed surfaces from damage by applying strippable, temporary protective film before shipping.
- B. Metallic-Coated Steel Sheet: Provide zinc-coated (galvanized) steel sheet in accordance with ASTM A653/A653M, G90 coating designation; prepainted by coil-coating process to comply with ASTM A755/A755M.
  - 1. Surface: Smooth, flat.
  - 2. Exposed Coil-Coated Finish:
    - a. Three-Coat Fluoropolymer: AAMA 621. Fluoropolymer finish containing not less than 70 percent polyvinylidene fluoride (PVDF) resin by weight in both color coat and clear topcoat. Prepare, pretreat, and apply coating to exposed metal surfaces to comply with coating and resin manufacturers' written instructions.
  - 3. Color: As selected by Architect from manufacturer's full range.
  - 4. Concealed Finish: Pretreat with manufacturer's standard white or light-colored acrylic or polyester backer finish, consisting of prime coat and wash coat with minimum total dry film thickness of 0.5 mil.
- C. Lead Sheet: ASTM B749 lead sheet.

## 2.3 MISCELLANEOUS MATERIALS

- A. Provide materials and types of fasteners, solder, protective coatings, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and as recommended by manufacturer of primary sheet metal or manufactured item unless otherwise indicated.
- B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal or manufactured item.
  - 1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.
    - a. Exposed Fasteners: Heads matching color of sheet metal using plastic caps or factory-applied coating. Provide metal-backed EPDM or PVC sealing washers under heads of exposed fasteners bearing on weather side of metal.
    - b. Blind Fasteners: High-strength aluminum or stainless-steel rivets suitable for metal being fastened.
  - 2. Fasteners for Zinc-Coated (Galvanized) Steel Sheet: Series 300 stainless steel or hot-dip galvanized steel in accordance with ASTM A153/A153M or ASTM F2329.
- C. Solder:
  - 1. For Zinc-Coated (Galvanized) Steel: ASTM B32, Grade Sn50, 50 percent tin and 50 percent lead or Grade Sn60, 60 percent tin and 40 percent lead.
- D. Sealant Tape: Pressure-sensitive, 100 percent solids, polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape **1/2 inch** wide and **1/8 inch** thick.
- E. Elastomeric Sealant: ASTM C920, elastomeric silicone polymer sealant; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.
- F. Bituminous Coating: Cold-applied asphalt emulsion in accordance with ASTM D1187/D1187M.

## 2.4 FABRICATION, GENERAL

- A. Custom fabricate sheet metal flashing and trim to comply with details indicated and recommendations in cited sheet metal standard that apply to design, dimensions, geometry, metal thickness, and other characteristics of item required.
  - 1. Fabricate sheet metal flashing and trim in shop to greatest extent possible.
  - 2. Fabricate sheet metal flashing and trim in thickness or weight needed to comply with performance requirements, but not less than that specified for each application and metal.
  - 3. Verify shapes and dimensions of surfaces to be covered and obtain field measurements for accurate fit before shop fabrication.
  - 4. Form sheet metal flashing and trim to fit substrates without excessive oil-canning, buckling, and tool marks; true to line, levels, and slopes; and with exposed edges folded back to form hems.
  - 5. Conceal fasteners and expansion provisions where possible. Do not use exposed fasteners on faces exposed to view.
- B. Fabrication Tolerances:
  - 1. Fabricate sheet metal flashing and trim that is capable of installation to a tolerance of **1/4 inch in 20 feet** on slope and location lines indicated on Drawings and within **1/8-inch** offset of adjoining faces and of alignment of matching profiles.
  - 2. Fabricate sheet metal flashing and trim that is capable of installation to tolerances specified.

- C. Expansion Provisions: Form metal for thermal expansion of exposed flashing and trim.
  - 1. Form expansion joints of intermeshing hooked flanges, not less than **1 inch** deep, filled with butyl sealant concealed within joints.
  - 2. Use lapped expansion joints only where indicated on Drawings.
- D. Sealant Joints: Where movable, nonexpansion-type joints are required, form metal in accordance with cited sheet metal standard to provide for proper installation of elastomeric sealant.
- E. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.
- F. Seams:
  - 1. Fabricate nonmoving seams with flat-lock seams. Form seams and seal with elastomeric sealant unless otherwise recommended by sealant manufacturer for intended use.
- G. Do not use graphite pencils to mark metal surfaces.

## 2.5 WALL SHEET METAL FABRICATIONS

- A. Joint Cover: Fabricate from the following materials:
  - 1. Aluminum-Zinc Alloy-Coated Steel: **0.028 inch** thick.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with installer present, for compliance with requirements for installation tolerances, substrate, and other conditions affecting performance of the Work.
  - 1. Verify compliance with requirements for installation tolerances of substrates.
  - 2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and securely anchored.
  - 3. Verify that air- or water-resistant barriers have been installed over sheathing or backing substrate to prevent air infiltration or water penetration.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION, GENERAL

- A. Install sheet metal flashing and trim to comply with details indicated and recommendations of cited sheet metal standard that apply to installation characteristics required unless otherwise indicated on Drawings.
  - 1. Install fasteners, solder, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.
  - 2. Install sheet metal flashing and trim true to line, levels, and slopes. Provide uniform, neat seams with minimum exposure of solder welds sealant.
  - 3. Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement.
  - 4. Install sheet metal flashing and trim to fit substrates and to result in watertight performance.
  - 5. Install continuous cleats with fasteners spaced not more than **12 inches** o.c.
  - 6. Space individual cleats not more than **12 inches** apart. Attach each cleat with at least two fasteners. Bend tabs over fasteners.
  - 7. Install exposed sheet metal flashing and trim with limited oil-canning, and free of buckling and tool marks.
  - 8. Do not field cut sheet metal flashing and trim by torch.

9. Do not use graphite pencils to mark metal surfaces.
- B. Metal Protection: Where dissimilar metals contact each other, or where metal contacts pressure-treated wood or other corrosive substrates, protect against galvanic action or corrosion by painting contact surfaces with bituminous coating or by other permanent separation as recommended by sheet metal manufacturer or cited sheet metal standard.
    1. Coat concealed side of sheet metal flashing and trim with bituminous coating where flashing and trim contact wood, ferrous metal, or cementitious construction.
    2. Underlayment: Where installing sheet metal flashing and trim directly on cementitious or wood substrates, install underlayment and cover with slip sheet.
  - C. Fasteners: Use fastener sizes that penetrate substrate not less than recommended by fastener manufacturer to achieve maximum pull-out resistance.
  - D. Conceal fasteners and expansion provisions where possible in exposed work and locate to minimize possibility of leakage. Cover and seal fasteners and anchors as required for a tight installation.
  - E. Seal joints as required for watertight construction.
    1. Use sealant-filled joints unless otherwise indicated.
      - a. Embed hooked flanges of joint members not less than **1 inch** into sealant.
      - b. Form joints to completely conceal sealant.
      - c. When ambient temperature at time of installation is between **40 and 70 deg F**, set joint members for 50 percent movement each way.
      - d. Adjust setting proportionately for installation at higher ambient temperatures.
        - 1) Do not install sealant-type joints at temperatures below **40 deg F**.
    2. Prepare joints and apply sealants to comply with requirements in Section 07 9200 "Joint Sealants."
  - F. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter.
    1. Pretin edges of sheets with solder to width of **1-1/2 inches**; however, reduce pretinning where pretinned surface would show in completed Work.
    2. Do not solder metallic-coated steel sheet.
    3. Do not use torches for soldering.
    4. Heat surfaces to receive solder, and flow solder into joint.
      - a. Fill joint completely.
      - b. Completely remove flux and spatter from exposed surfaces.

### 3.3 INSTALLATION TOLERANCES

- A. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerance of **1/4 inch in 20 feet** on slope and location lines indicated on Drawings and within **1/8-inch** offset of adjoining faces and of alignment of matching profiles.

### 3.4 CLEANING

- A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.
- B. Clean and neutralize flux materials. Clean off excess solder.
- C. Clean off excess sealants.

### 3.5 PROTECTION

- A. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions.
- B. On completion of sheet metal flashing and trim installation, remove unused materials and clean finished surfaces as recommended in writing by sheet metal flashing and trim manufacturer.
- C. Maintain sheet metal flashing and trim in clean condition during construction.
- D. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures, as determined by Architect.

END OF SECTION 07 6200

## SECTION 07 9200 - JOINT SEALANTS

### 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. Silicone joint sealants.
  - 2. Urethane joint sealants.
  - 3. Latex joint sealants.

#### 1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each joint-sealant product.
- B. Samples for Initial Selection: Manufacturer's 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.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For qualified testing agency.
- B. Product Test Reports: For each kind of joint sealant, for tests performed by manufacturer and witnessed by a qualified testing agency a qualified testing agency.
- C. Preconstruction Laboratory Test Schedule: Include the following information for each joint sealant and substrate material to be tested:
  - 1. Joint-sealant location and designation.
  - 2. Manufacturer and product name.
  - 3. Type of substrate material.
  - 4. Proposed test.
  - 5. Number of samples required.
- D. Preconstruction Laboratory Test Reports: From sealant manufacturer, indicating the following:
  - 1. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
  - 2. Interpretation of test results and written recommendations for primers and substrate preparation are needed for adhesion.



- E. Preconstruction Field-Adhesion-Test Reports: Indicate which sealants and joint preparation methods resulted in optimum adhesion to joint substrates based on testing specified in "Preconstruction Testing" Article.
- F. Field-Adhesion-Test Reports: For each sealant application tested.
- G. Sample Warranties: For special warranties.

## 1.6 QUALITY ASSURANCE

- A. Installer Qualifications: An authorized representative who is trained and approved by manufacturer.
- B. Product Testing: Test joint sealants using a qualified testing agency.
  - 1. Testing Agency Qualifications: Qualified according to ASTM C 1021 to conduct the testing indicated.
- C. Mockups: Install sealant in mockups of assemblies specified in other Sections that are indicated to receive joint sealants specified in this Section. Use materials and installation methods specified in this Section.

## 1.7 PRECONSTRUCTION TESTING

- A. Preconstruction Field-Adhesion Testing: Before installing sealants, field test their adhesion to Project joint substrates as follows:
  - 1. Locate test joints where indicated on Project or, if not indicated, as directed by Architect.
  - 2. Conduct field tests for each kind of sealant and joint substrate.
  - 3. Notify Architect seven days in advance of dates and times when test joints will be erected.
  - 4. Report whether sealant failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each kind of product and joint substrate. For sealants that fail adhesively, retest until satisfactory adhesion is obtained.
  - 5. Evaluation of Preconstruction Field-Adhesion-Test Results: Sealants not evidencing adhesive failure from testing, in absence of other indications of noncompliance with requirements, will be considered satisfactory. Do not use sealants that fail to adhere to joint substrates during testing.

## 1.8 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.

## 1.9 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: 20 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. 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 C 920, Type S, Grade NS, Class 100/50, Use NT.
  - 1. **Manufacturers:** Subject to compliance with requirements, undefined:
    - a. GE Construction Sealants; Momentive Performance Materials Inc.
    - b. Pecora Corporation.
    - c. Sika Corporation, Construction Products Division.
    - d. Tremco Incorporated.
- B. Silicone, S, NS, 50, NT: Single-component, nonsag, plus 50 percent and minus 50 percent movement capability, nontraffic-use, neutral-curing silicone joint sealant; ASTM C 920, Type S, Grade NS, Class 50, Use NT.
  - 1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. GE Construction Sealants; Momentive Performance Materials Inc.
    - b. Pecora Corporation.
    - c. Sika Corporation; Joint Sealants.
    - d. The Dow Chemical Company.
- C. Silicone, Acid Curing, S, NS, 25, NT: Single-component, nonsag, plus 25 percent and minus 25 percent movement capability, nontraffic-use, acid-curing silicone joint sealant: ASTM C 920, Type S, Grade NS, Class 25, Use NT.
  - 1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. Bostik, Inc.
    - b. GE Advanced Materials.
    - c. Pecora Corporation.
    - d. Sika Corporation; Joint Sealants.
    - e. The Dow Chemical Company.

## 2.3 URETHANE JOINT SEALANTS

- A. Urethane, S, P, 25, T, NT: Single-component, pourable, plus 25 percent and minus 25 percent movement capability, traffic- and nontraffic-use, urethane joint sealant; ASTM C 920, Type S, Grade P, Class 25, Uses T and NT.
1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. Master Builders Solutions.
    - b. Polymeric Systems, Inc.
    - c. Sherwin-Williams Company (The).
    - d. Sika USA.

## 2.4 LATEX JOINT SEALANTS

- A. Acrylic Latex: Acrylic latex or siliconized acrylic latex, ASTM C 834, Type OP, Grade NF.
1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. Everkem Diversified Products, Inc.
    - b. Franklin International.
    - c. May National Associates, Inc.; a subsidiary of Sika Corporation.
    - d. Pecora Corporation.
    - e. Sherwin-Williams Company (The).
    - f. Tremco Incorporated.

## 2.5 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, provide products by one of the following:
    - a. Adfast.
    - b. Alcot Plastics Ltd.
    - c. BASF Corporation.
    - d. Construction Foam Products; a division of Nomaco, Inc.
- B. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) 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.

## 2.6 MISCELLANEOUS MATERIALS

- A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.
- B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials, free of oily residues or other substances capable of staining or harming joint substrates and adjacent nonporous surfaces in any way, and formulated to promote optimum adhesion of sealants to joint substrates.

- C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions and the following requirements:
  - 1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
  - 2. Clean porous joint substrate surfaces by brushing, grinding, mechanical abrading, or a combination of these methods to produce a clean, sound substrate capable of developing optimum bond with joint sealants. Remove loose particles remaining after cleaning operations above by vacuuming or blowing out joints with oil-free compressed air. Porous joint substrates include the following:
    - a. Concrete.
    - b. Masonry.
  - 3. Remove laitance and form-release agents from concrete.
  - 4. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants. Nonporous joint substrates include the following:
    - a. Metal.
    - b. Glass.
- 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 C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

- C. Install sealant backings of kind 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 per Figure 8A in ASTM C 1193 unless otherwise indicated.

### 3.4 FIELD QUALITY CONTROL

- A. Field-Adhesion Testing: Field test joint-sealant adhesion to joint substrates as follows:
  - 1. Extent of Testing: Test completed and cured sealant joints as follows:
    - a. Perform 10 tests for the first 1000 feet of joint length for each kind of sealant and joint substrate.
    - b. Perform one test for each 1000 feet of joint length thereafter or one test per each floor per elevation.
  - 2. Test Method: Test joint sealants according to Method A, Field-Applied Sealant Joint Hand Pull Tab, in Appendix X1 in ASTM C 1193 or Method A, Tail Procedure, in ASTM C 1521.
    - a. For joints with dissimilar substrates, verify adhesion to each substrate separately; extend cut along one side, verifying adhesion to opposite side. Repeat procedure for opposite side.
  - 3. Inspect tested joints and report on the following:
    - a. Whether sealants filled joint cavities and are free of voids.
    - b. Whether sealant dimensions and configurations comply with specified requirements.
    - c. Whether sealants in joints connected to pulled-out portion failed to adhere to joint substrates or tore cohesively. Include data on pull distance used to test each kind of product and joint substrate. Compare these results to determine if adhesion complies with sealant manufacturer's field-adhesion hand-pull test criteria.
  - 4. Record test results in a field-adhesion-test log. Include dates when sealants were installed, names of persons who installed sealants, test dates, test locations, whether joints were primed, adhesion results and percent elongations, sealant material, sealant configuration, and sealant dimensions.
  - 5. Repair sealants pulled from test area by applying new sealants following same procedures used originally to seal joints. Ensure that original sealant surfaces are clean and that new sealant contacts original sealant.

- B. Evaluation of Field-Adhesion-Test Results: Sealants not evidencing adhesive failure from testing or noncompliance with other indicated requirements will be considered satisfactory. Remove sealants that fail to adhere to joint substrates during testing or to comply with other requirements. Retest failed applications until test results prove sealants comply with indicated requirements.

### 3.5 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.

### 3.6 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.

END OF SECTION 07 9200

DIVISION 08 - OPENINGS

08 1113	HOLLOW METAL DOORS AND FRAMES
08 1416	FLUSH WOOD DOORS
08 3213	ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS
08 7100	DOOR HARDWARE
08 9000	GLAZING

## SECTION 08 1113 - 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 and frames.
  - 2. Exterior standard steel doors and frames.
- B. Related Requirements:
  - 1. Section 08 7100 "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 ANSI/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.

#### 1.6 ACTION SUBMITTALS

- A. Product Data: For each type of product.
  - 1. Include construction details, material descriptions, core descriptions, fire-resistance ratings, temperature-rise ratings, and finishes.
- B. 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.



- C. 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 fire-rated hollow-metal door and frame assembly fire-rated borrowed-lite assembly and thermally rated door assemblies for tests performed by a qualified testing agency indicating compliance with performance requirements.

#### 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. Ceco Door; ASSA ABLOY.
  - 2. Curries Company; ASSA ABLOY.
  - 3. DKS Steel Door & Frame Systems, Inc.
  - 4. Republic Doors and Frames.
  - 5. Rocky Mountain Metals, Inc.
  - 6. Security Metal Products; a brand of ASSA ABLOY.
  - 7. Steelcraft; an Allegion brand.

#### 2.2 PERFORMANCE REQUIREMENTS

- A. Fire-Rated Door Assemblies: Assemblies complying with NFPA 80 that are listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction for fire-protection ratings and temperature-rise limits indicated on Drawings, based on testing at positive pressure according to NFPA 252 or UL 10C.
  - 1. Oversize Fire-Rated Door Assemblies: For units exceeding sizes of tested assemblies, provide certification by a qualified testing agency that doors comply with standard construction requirements for tested and labeled fire-rated door assemblies except for size.
- B. Fire-Rated, Borrowed-Lite Assemblies: 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.
- C. Thermally Rated Door Assemblies: Provide door assemblies with U-factor of not more than 0.50 deg Btu/F x h x sq. ft. when tested according to ASTM C518.

## 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.
- B. Extra-Heavy-Duty Doors and Frames: ANSI/SDI A250.8, Level 3; ANSI/SDI A250.4, Level A. .
  - 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 0.053 inch.
    - d. Edge Construction: Model 2, Seamless.
    - e. Edge Bevel: Provide manufacturer's standard beveled or square edges.
    - f. Fire-Rated Core: Manufacturer's standard vertical steel stiffener 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: Full profile 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. Extra-Heavy-Duty Doors and Frames: ANSI/SDI A250.8, Level 3; ANSI/SDI A250.4, Level A. .
  - 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 0.053 inch, with minimum A40 coating.
    - d. Edge Construction: Model 2, Seamless.
    - e. Edge Bevel: Provide manufacturer's standard beveled or square edges.
    - 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: Polystyrene.
  - 2. Frames:
    - a. Materials: Metallic-coated steel sheet, minimum thickness of 0.053 inch, with minimum A40 coating.
    - b. Construction: Full profile welded.
  - 3. Exposed Finish: Prime.

## 2.5 BORROWED LITES

- A. Fabricate of metallic-coated steel sheet, minimum thickness of 0.053 inch.
- B. Construction: Full profile 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. Type: Anchors of minimum size and type required by applicable door and frame standard, and suitable for performance level indicated.
  - 2. Quantity: Minimum of three anchors per jamb, with one additional anchor for frames with no floor anchor. Provide one additional anchor for each 24 inches of frame height above 7 feet.
  - 3. Postinstalled Expansion Anchor: Minimum 3/8-inch- diameter bolts with expansion shields or inserts, with manufacturer's standard pipe spacer.
- B. Floor Anchors: Provide floor anchors for each jamb and mullion that extends to floor.
- C. Material: ASTM A879/A879M, Commercial Steel (CS), 04Z coating designation; mill phosphatized.
  - 1. For anchors built into exterior walls, steel sheet complying with ASTM A1008/A1008M or ASTM A1011/A1011M; hot-dip galvanized according to ASTM A153/A153M, Class B.

## 2.7 MATERIALS

- A. Cold-Rolled Steel Sheet: ASTM A1008/A1008M, Commercial Steel (CS), Type B; suitable for exposed applications.
- B. Hot-Rolled Steel Sheet: ASTM A1011/A1011M, Commercial Steel (CS), Type B; free of scale, pitting, or surface defects; pickled and oiled.
- C. Metallic-Coated Steel Sheet: ASTM A653/A653M, Commercial Steel (CS), Type B.
- D. Inserts, Bolts, and Fasteners: Hot-dip galvanized according to ASTM A153/A153M.
- E. Power-Actuated Fasteners in Concrete: Fastener system of type suitable for application indicated, fabricated from corrosion-resistant materials, with clips or other accessory devices for attaching hollow-metal frames of type indicated.
- F. Mineral-Fiber Insulation: ASTM C665, 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 E136 for combustion characteristics.
- G. Glazing: Comply with requirements in Section 08 8000 "Glazing."

## 2.8 FABRICATION

- A. Door Astragals: Provide overlapping astragal on one leaf of pairs of doors where required by NFPA 80 for fire-performance rating or where indicated. Extend minimum 3/4 inch beyond edge of door on which astragal is mounted or as required to comply with published listing of qualified testing agency.

- B. 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, or by rigid mechanical anchors.
  - 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.
- C. 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 ANSI/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.
- D. 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 beveled 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 ANSI/SDI A250.10; recommended by primer manufacturer for substrate; compatible with substrate and field-applied coatings despite prolonged exposure.
- B. Factory Finish: Clean, pretreat, and apply manufacturer's standard two-coat, baked-on finish consisting of prime coat and thermosetting topcoat, complying with ANSI/SDI A250.3.
  - 1. Color and Gloss: As selected by Architect from manufacturer's full range.

## 2.10 LOUVERS

- A. Provide louvers for interior doors, where indicated, which comply with SDI 111, with blades or baffles formed of **0.020-inch**-thick, cold-rolled steel sheet set into **0.032-inch**-thick steel frame.
  - 1. Sightproof Louver: Stationary louvers constructed with inverted-V or inverted-Y blades.
  - 2. Lightproof Louver: Stationary louvers constructed with baffles to prevent light from passing from one side to the other.
  - 3. Fire-Rated Automatic Louvers: Louvers constructed with movable blades closed by actuating fusible link and listed and labeled for use in fire-rated door assemblies of type and fire-resistance rating indicated by same qualified testing and inspecting agency that established fire-resistance rating of door assembly.

- B. Form corners of moldings with hairline joints. Provide fixed frame moldings on outside of exterior and on secure side of interior doors and frames.

## 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.

### 3.2 INSTALLATION

- A. 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 ANSI/SDI A250.11 NAAMM-HMMA 840.
  - 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. Masonry Walls: Coordinate installation of frames to allow for solidly filling space between frames and masonry with grout or mortar.
  - 6. In-Place Concrete or Masonry Construction: Secure frames in place with postinstalled expansion anchors. Countersink anchors, and fill and make smooth, flush, and invisible on exposed faces.
  - 7. 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 ANSI/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 08 8000 "Glazing" and with hollow-metal manufacturer's written instructions.

### 3.3 FIELD QUALITY CONTROL

- A. Inspection Agency: Owner will engage a qualified inspector to perform inspections and to furnish reports to Architect.
- B. Inspections:
  - 1. Fire-Rated Door Inspections: Inspect each fire-rated door according to NFPA 80, Section 5.2.
  - 2. Egress Door Inspections: Inspect each door equipped with panic hardware, each door equipped with fire exit hardware, each door located in an exit enclosure, each electrically controlled egress door, and each door equipped with special locking arrangements according to NFPA 101, Section 7.2.1.15.
- C. Repair or remove and replace installations where inspections indicate that they do not comply with specified requirements.
- D. Reinspect repaired or replaced installations to determine if replaced or repaired door assembly installations comply with specified requirements.
- E. Prepare and submit separate inspection report for each fire-rated door assembly indicating compliance with each item listed in NFPA 80 and NFPA 101.

### 3.4 REPAIR

- 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. Factory-Finish Touchup: Clean abraded areas and repair with same material used for factory finish according to manufacturer's written instructions.
- D. Touchup Painting: Cleaning and touchup painting of abraded areas of paint are specified in painting Sections.

END OF SECTION 08 1113

## SECTION 08 1416 - FLUSH WOOD DOORS

### 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. Five-ply flush wood veneer-faced doors and transom panels for transparent finish.
  - 2. Factory finishing flush wood doors.
  - 3. Factory fitting flush wood doors to frames and factory machining for hardware.
- B. Related Requirements:
  - 1. Section 08 8000 "Glazing" for glass view panels in flush wood doors.

#### 1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

#### 1.4 ACTION SUBMITTALS

- A. Product Data: For each type of product, including the following:
  - 1. Door core materials and construction.
  - 2. Door edge construction
  - 3. Door face type and characteristics.
  - 4. Door louvers.
  - 5. Door trim for openings.
  - 6. Door frame construction.
  - 7. Factory-machining criteria.
  - 8. Factory- finishing specifications.
- B. Shop Drawings: Indicate location, size, and hand of each door; elevation of each type of door; construction details not covered in Product Data; and the following:
  - 1. Door schedule indicating door location, type, size, fire protection rating, and swing.
  - 2. Door elevations, dimension and locations of hardware, lite and louver cutouts, and glazing thicknesses.
  - 3. Details of frame for each frame type, including dimensions and profile.
  - 4. Details of electrical raceway and preparation for electrified hardware, access control systems, and security systems.
  - 5. Dimensions and locations of blocking for hardware attachment.
  - 6. Dimensions and locations of mortises and holes for hardware.
  - 7. Clearances and undercuts.
  - 8. Requirements for veneer matching.
  - 9. Doors to be factory finished and application requirements.
  - 10. Apply AWI Quality Certification Program label to Shop Drawings.
- C. Samples for Initial Selection: For factory-finished doors.
- D. Samples for Verification:

1. Factory finishes applied to actual door face materials, approximately **8 by 10 inches**, for each material and finish. For each wood species and transparent finish, provide set of three Samples showing typical range of color and grain to be expected in finished Work.
2. Frames for light openings, **6 inches** long, for each material, type, and finish required.

#### 1.5 INFORMATIONAL SUBMITTALS

- A. Sample Warranty: For special warranty.

#### 1.6 CLOSEOUT SUBMITTALS

- A. Special warranties.
- B. Quality Standard Compliance Certificates: AWI Quality Certification Program certificates.

#### 1.7 QUALITY ASSURANCE

- A. Manufacturer's Certification: Licensed participant in AWI's Quality Certification Program.

#### 1.8 DELIVERY, STORAGE, AND HANDLING

- A. Comply with requirements of referenced standard and manufacturer's written instructions.
- B. Package doors individually in plastic bags or cardboard cartons.
- C. Mark each door on bottom rail with opening number used on Shop Drawings.

#### 1.9 FIELD CONDITIONS

- A. Environmental Limitations: Do not deliver or install doors until spaces are enclosed and weathertight, wet-work in spaces is complete and dry, and HVAC system is operating and maintaining temperature and relative humidity at levels designed for building occupants for the remainder of construction period.
- B. Environmental Limitations: Do not deliver or install doors until building is enclosed and weathertight, wet work is complete, and HVAC system is operating and maintaining temperature between **60 and 90 deg F** and relative humidity between 25 and 55 percent during remainder of construction period.

#### 1.10 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace doors that fail in materials or workmanship within specified warranty period.
  1. Failures include, but are not limited to, the following:
    - a. Delamination of veneer.
    - b. Warping (bow, cup, or twist) more than **1/4 inch** in a **42-by-84-inch** section.
    - c. Telegraphing of core construction in face veneers exceeding **0.01 inch** in a **3-inch** span.
  2. Warranty shall also include installation and finishing that may be required due to repair or replacement of defective doors.
  3. Warranty Period for Solid-Core Exterior Doors: Life of installation.
  4. Warranty Period for Solid-Core Interior Doors: Life of installation.



## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. Source Limitations: Obtain flush wood doors from single manufacturer.

### 2.2 PERFORMANCE REQUIREMENTS

- A. Fire-Rated Wood Door Assemblies: Assemblies complying with NFPA 80 that are listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction, for fire-protection ratings indicated on Drawings, based on testing at positive pressure in accordance with UL 10C or NFPA 252.
  - 1. Oversize Fire-Rated Door Assemblies: For units exceeding sizes of tested assemblies, provide certification by a qualified testing agency that doors comply with standard construction requirements for tested and labeled fire-rated door assemblies except for size.
  - 2. Temperature-Rise Limit: Where indicated on Drawings At vertical exit enclosures and exit passageways, provide doors that have a maximum transmitted temperature end point of not more than **450 deg F** above ambient after 30 minutes of standard fire-test exposure.
- B. Smoke- and Draft-Control Door Assemblies: Listed and labeled for smoke and draft control by a qualified testing agency acceptable to authorities having jurisdiction, based on testing in accordance with UL 1784 and installed in compliance with NFPA 105.

### 2.3 FLUSH WOOD DOORS, GENERAL

- A. Quality Standard: In addition to requirements specified, comply with AWI/AWMAC/WI's "Architectural Woodwork Standards."
  - 1. Provide labels and certificates from AWI certification program indicating that doors comply with requirements of grades specified.
  - 2. The Contract Documents contain requirements that are more stringent than the referenced quality standard. Comply with the Contract Documents in addition to those of the referenced quality standard.

### 2.4 SOLID-CORE FIVE-PLY FLUSH WOOD VENEER-FACED DOORS AND TRANSOM PANELS FOR TRANSPARENT FINISH

- A. Interior Doors:
  - 1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. Eggers Industries.
    - b. Graham Wood Doors; an Assa Abloy Group Company.
    - c. Lambton Doors.
    - d. Marshfield Door Systems, Inc.
    - e. Masonite Architectural.
    - f. Oshkosh Door Company.
    - g. Oshkosh Door Company.
    - h. VT Industries Inc.
  - 2. Performance Grade: ANSI/WDMA I.S. 1A Heavy Duty.
  - 3. Performance Grade:
    - a. ANSI/WDMA I.S. 1A Heavy Duty unless otherwise indicated on Drawings.
  - 4. Architectural Woodwork Standards Grade: Premium.
  - 5. Faces: Single-plywood veneer not less than **1/50 inch** thick.
    - a. Species: Match existing.
    - b. Cut: match existing.
    - c. Match between Veneer Leaves: Book match.

- d. Assembly of Veneer Leaves on Door Faces: Balance match.
  - e. Pair and Set Match: Provide for doors hung in same opening or separated only by mullions.
  - f. Room Match: Match door faces within each separate room or area of building. Corridor-door faces do not need to match where they are separated by 10 feet or more.
  - g. Room Match: Provide door faces of compatible color and grain within each separate room or area of building.
  - h. Transom Match: Continuous match.
6. Exposed Vertical and Top Edges: Same species as faces - Architectural Woodwork Standards edge Type A.
- a. Fire-Rated Single Doors: Provide edge construction with intumescent seals concealed by outer stile. Comply with specified requirements for exposed vertical edges.
  - b. Fire-Rated Pairs of Doors: Provide fire-retardant stiles that are listed and labeled for applications indicated without formed-steel edges and astragals. Provide stiles with concealed intumescent seals. Comply with specified requirements for exposed edges.
  - c. Fire-Rated Pairs of Doors: Provide formed-steel edges and astragals with intumescent seals.
    - 1) Finish steel edges and astragals with baked enamel same color as doors.
    - 2) Finish steel edges and astragals to match door hardware (locksets or exit devices).
  - d. Mineral-Core Doors: At hinge stiles, provide laminated-edge construction with improved screw-holding capability and split resistance. Comply with specified requirements for exposed edges.
    - 1) Screw-Holding Capability: 550 lbf in accordance with WDMA T.M. 10.
7. Core for Fire-Rated Doors: As required to achieve fire-protection rating indicated on Drawings.
- a. Blocking for Mineral-Core Doors: Provide composite blocking with improved screw-holding capability approved for use in doors of fire-protection ratings indicated on Drawings as needed to eliminate through-bolting hardware.
    - 1) 5-inch top-rail blocking.
    - 2) 5-inch bottom-rail blocking, in doors indicated to have protection plates.
    - 3) 5-inch midrail blocking, in doors indicated to have armor plates.
    - 4) 5-inch midrail blocking, in doors indicated to have exit devices.
8. Construction: Five plies, hot-pressed bonded (vertical and horizontal edging is bonded to core), with entire unit abrasive planed before veneering.

## 2.5 LIGHT FRAMES AND LOUVERS

- A. Wood-Veneered Beads for Light Openings in Fire-Rated Doors: Manufacturer's standard wood-veneered noncombustible beads matching veneer species of door faces and approved for use in doors of fire-protection rating indicated on Drawings. Include concealed metal glazing clips where required for opening size and fire-protection rating indicated.

## 2.6 FABRICATION

- A. Factory fit doors to suit frame-opening sizes indicated.
  - 1. Comply with clearance requirements of referenced quality standard for fitting unless otherwise indicated.
  - 2. Comply with NFPA 80 requirements for fire-rated doors.
- B. Factory machine doors for hardware that is not surface applied.
  - 1. Locate hardware to comply with DHI-WDHS-3.

2. Comply with final hardware schedules, door frame Shop Drawings, ANSI/BHMA-156.115-W, and hardware templates.
  3. Coordinate with hardware mortises in metal frames, to verify dimensions and alignment before factory machining.
  4. For doors scheduled to receive electrified locksets, provide factory-installed raceway and wiring to accommodate specified hardware.
  5. Metal Astragals: Factory machine astragals and formed-steel edges for hardware for pairs of fire-rated doors.
- C. Openings: Factory cut and trim openings through doors.
1. Light Openings: Trim openings with moldings of material and profile indicated.
  2. Glazing: Factory install glazing in doors indicated to be factory finished. Comply with applicable requirements in Section 08 8000 "Glazing."
  3. Louvers: Factory install louvers in prepared openings.
- D. Exterior Doors: Factory treat exterior doors with water repellent after fabrication has been completed but before factory finishing.
1. Flash top of outswinging doors with manufacturer's standard metal flashing.

## 2.7 FACTORY FINISHING

- A. Comply with referenced quality standard for factory finishing.
1. Complete fabrication, including fitting doors for openings and machining for hardware that is not surface applied, before finishing.
  2. Finish faces, all four edges, edges of cutouts, and mortises.
  3. Stains and fillers may be omitted on bottom edges, edges of cutouts, and mortises.
- B. Factory finish doors.
- C. Transparent Finish:
1. Architectural Woodwork Standards Grade: Premium.
  2. Finish: Architectural Woodwork Standards System-11, Polyurethane, Catalyzed.
  3. Staining: As selected by Architect from manufacturer's full range.
  4. Effect: Open-grain finish.
  5. Sheen: Semigloss.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine doors and installed door frames, with Installer present, before hanging doors.
1. Verify that installed frames comply with indicated requirements for type, size, location, and swing characteristics and have been installed with level heads and plumb jambs.
  2. Reject doors with defects.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. Hardware: For installation, see Section 08 7100 "Door Hardware."
- B. Install doors to comply with manufacturer's written instructions and referenced quality standard, and as indicated.
- C. Install frames level, plumb, true, and straight.

1. Shim as required with concealed shims. Install level and plumb to a tolerance of **1/8 inch in 96 inches**.
2. Anchor frames to anchors or blocking built in or directly attached to substrates.
  - a. Secure with countersunk, concealed fasteners and blind nailing.
  - b. Use fine finishing nails or finishing screws for exposed fastening, countersunk and filled flush with woodwork.
    - 1) For factory-finished items, use filler matching finish of items being installed.
3. Install fire-rated doors and frames in accordance with NFPA 80.
4. Install smoke- and draft-control doors in accordance with NFPA 105.

D. Job-Fitted Doors:

1. Align and fit doors in frames with uniform clearances and bevels as indicated below.
  - a. Do not trim stiles and rails in excess of limits set by manufacturer or permitted for fire-rated doors.
2. Machine doors for hardware.
3. Seal edges of doors, edges of cutouts, and mortises after fitting and machining.
4. Clearances:
  - a. Provide **1/8 inch** at heads, jambs, and between pairs of doors.
  - b. Provide **1/8 inch** from bottom of door to top of decorative floor finish or covering unless otherwise indicated on Drawings.
  - c. Where threshold is shown or scheduled, provide **1/4 inch** from bottom of door to top of threshold unless otherwise indicated.
  - d. Comply with NFPA 80 for fire-rated doors.
5. Bevel non-fire-rated doors **1/8 inch in 2 inches** at lock and hinge edges.
6. Bevel fire-rated doors **1/8 inch in 2 inches** at lock edge; trim stiles and rails only to extent permitted by labeling agency.

E. Factory-Fitted Doors: Align in frames for uniform clearance at each edge.

F. Factory-Finished Doors: Restore finish before installation if fitting or machining is required at Project site.

### 3.3 FIELD QUALITY CONTROL

A. Inspection Agency: Owner will engage a qualified inspector to perform inspections and to furnish reports to Architect.

B. Inspections:

1. Provide inspection of installed Work through AWI's Quality Certification Program, certifying that wood doors and frames, including installation, comply with requirements of AWI/AWMCA/WI's "Architectural Woodwork Standards" for the specified grade.
2. Fire-Rated Door Inspections: Inspect each fire-rated door in accordance with NFPA 80, Section 5.2.
3. Egress Door Inspections: Inspect each door equipped with panic hardware, each door equipped with fire exit hardware, each door located in an exit enclosure, each electrically controlled egress door, and each door equipped with special locking arrangements in accordance with NFPA 101, Section 7.2.1.15.

C. Repair or remove and replace installations where inspections indicate that they do not comply with specified requirements.

D. Reinspect repaired or replaced installations to determine if replaced or repaired door assembly installations comply with specified requirements.

- E. Prepare and submit separate inspection report for each fire-rated door assembly indicating compliance with each item listed in NFPA 80.

#### 3.4 ADJUSTING

- A. Operation: Rehang or replace doors that do not swing or operate freely.
- B. Finished Doors: Replace doors that are damaged or that do not comply with requirements. Doors may be repaired or refinished if Work complies with requirements and shows no evidence of repair or refinishing.

END OF SECTION 08 1416

## SECTION 08 4113 - ALUMINUM-FRAMED ENTRANCES AND STOREFRONTS

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

#### 1.2 SUMMARY

- A. This Section includes the following:
  - 1. Storefront framing.
  - 2. Interior manual-swing entrance doors and door-frame units.
- B. Related Sections include the following:
  - 1. Section 07 6200 "Sheet Metal Flashing and Trim".
  - 2. Section 08 7100 "Door Hardware" for entrance door hardware sets not under this section.
  - 3. Section 08 8000 "Glazing" for glazing requirements for aluminum-framed entrances and storefronts.
- C. Products installed, but not furnished in this Section include:
  - 1. Flashing specified in Section 07 6200 "Sheet Metal Flashing and Trim".

#### 1.3 DEFINITIONS

- A. ADA/ABA Accessibility Guidelines: U.S. Architectural & Transportation Barriers Compliance Board's "Americans with Disability Act (ADA) and Architectural Barriers Act (ABA) Accessibility Guidelines for Buildings and Facilities."

#### 1.4 PERFORMANCE REQUIREMENTS

- A. General Performance: Aluminum-framed systems shall withstand the effects of the following performance requirements without exceeding performance criteria or failure due to defective manufacture, fabrication, installation, or other defects in construction:
  - 1. Movements of supporting structure indicated on Drawings including, but not limited to, story drift and deflection from uniformly distributed and concentrated live loads.
  - 2. Dimensional tolerances of building frame and other adjacent construction.
  - 3. Failure includes the following:
    - a. Deflection exceeding specified limits.
    - b. Thermal stresses transferring to building structure.
    - c. Framing members transferring stresses, including those caused by thermal and structural movements to glazing.
    - d. Glazing-to-glazing contact.
    - e. Noise or vibration created by wind and by thermal and structural movements.
    - f. Loosening or weakening of fasteners, attachments, and other components.
    - g. Sealant failure.
    - h. Failure of operating units.

- B. Delegated Design: Design aluminum-framed systems, including comprehensive engineering analysis by a qualified professional engineer, using performance requirements and design criteria indicated.
- C. Structural Loads:
  - 1. Wind Loads: See Structural General Notes.
- D. Deflection of Framing Members:
  - 1. Deflection Normal to Wall Plane: Limited to edge of glass in a direction perpendicular to glass plane shall not exceed  $L/175$  of the glass edge length for each individual glazing lite or an amount that restricts edge deflection of individual glazing lites to 3/4 inch (19 mm), whichever is less.
- E. Structural-Test Performance: Provide aluminum-framed systems tested according to ASTM E 330 as follows:
  - 1. When tested at positive and negative wind-load design pressures, systems do not evidence deflection exceeding specified limits.
- F. Air Infiltration: Provide aluminum-framed systems with maximum air leakage through fixed glazing and framing areas of 0.06 cfm/sq. ft. (0.03 L/s per sq. m) of fixed wall area when tested according to ASTM E 283 at a minimum static-air-pressure difference of 6.24 lbf/sq. ft. (300 Pa).
- G. Water Penetration under Static Pressure: Provide aluminum-framed systems that do not evidence water penetration through fixed glazing and framing areas when tested according to ASTM E 331 at a minimum static-air-pressure difference of 20 percent of positive wind-load design pressure, but not less than 6.24 lbf/sq. ft. (300 Pa).
- H. Water Penetration under Dynamic Pressure: Provide aluminum-framed systems that do not evidence water leakage through fixed glazing and framing areas when tested according to AAMA 501.1 under dynamic pressure equal to 20 percent of positive wind-load design pressure, but not less than 6.24 lbf/sq. ft. (300 Pa).
- I. Thermal Movements: Provide aluminum-framed systems that allow for thermal movements resulting from the following maximum change (range) in ambient and surface temperatures. Base engineering calculation on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
  - 1. Temperature Change (Range): 180 deg F (100 deg C), material surfaces.
  - 2. Test Performance: No buckling; stress on glass; sealant failure; excess stress on framing, anchors, and fasteners; or reduction of performance when tested according to AAMA 501.5.
    - a. High Exterior Ambient-Air Temperature: That which produces an exterior metal-surface temperature of 180 deg F (82 deg C).
    - b. Low Exterior Ambient-Air Temperature: 0 deg F (minus 18 deg C).
  - 3. Interior Ambient-Air Temperature: 75 deg F (24 deg C).
- J. Structural-Sealant Joints: Designed to produce tensile or shear stress of less than 20 psi (138 kPa).

- K. NFRC Certificate: Provide NFRC label certificate in compliance with 2009 IECC.

## 1.5 SUBMITTALS

- A. Product Data: For each type of product indicated. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for aluminum-framed systems.
- B. Shop Drawings: For aluminum-framed systems. Include plans, elevations, sections, details, and attachments to other work.
  - 1. Include details of provisions for system expansion and contraction and for drainage of moisture in the system to the exterior.
  - 2. For entrance doors, include hardware schedule and indicate operating hardware types, functions, quantities, and locations.
- C. Samples for Initial Selection: For units with factory-applied color finishes.
- D. Samples for Verification: For each type of exposed finish required, in manufacturer's standard sizes.
- E. Other Action Submittals:
  - 1. Entrance Door Hardware Schedule: Prepared by or under the supervision of supplier, detailing fabrication and assembly of entrance door hardware, as well as procedures and diagrams. Coordinate final entrance door hardware schedule with doors, frames, and related work to ensure proper size, thickness, hand, function, and finish of entrance door hardware.
- F. Delegated-Design Submittal: For aluminum-framed systems indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
  - 1. Detail fabrication and assembly of aluminum-framed systems.
  - 2. Include design calculations.
- G. Qualification Data: For qualified Installer and testing agency.
- H. Preconstruction Test Reports: For sealant.
- I. Product Test Reports: Based on evaluation of comprehensive tests performed by a qualified testing agency, for aluminum-framed systems, indicating compliance with performance requirements.
- J. Source quality-control reports.
- K. Field quality-control reports.

## 1.6 QUALITY ASSURANCE

- A. Installer Qualifications: Manufacturer's authorized representative who is trained and approved for installation of units required for this Project.
- B. Testing Agency Qualifications: Qualified according to ASTM E 699 for testing indicated.



- C. Engineering Responsibility: Prepare data for aluminum-framed systems, including Shop Drawings, based on testing and engineering analysis of manufacturer's standard units in systems similar to those indicated for this Project.
- D. Product Options: Information on Drawings and in Specifications establishes requirements for systems' aesthetic effects and performance characteristics. Aesthetic effects are indicated by dimensions, arrangements, alignment, and profiles of components and assemblies as they relate to sightlines, to one another, and to adjoining construction. Performance characteristics are indicated by criteria subject to verification by one or more methods including preconstruction testing, field testing, and in-service performance.
  - 1. Do not revise intended aesthetic effects, as judged solely by Architect, except with Architect's approval. If revisions are proposed, submit comprehensive explanatory data to Architect for review.
- E. Accessible Entrances: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1.
- F. Source Limitations for Aluminum-Framed Systems: Obtain from single source from single manufacturer.
- G. Preinstallation Conference: Conduct conference at Project site.

#### 1.7 PROJECT CONDITIONS

- A. Field Measurements: Verify actual locations of structural supports for aluminum-framed systems by field measurements before fabrication and indicate measurements on Shop Drawings.

#### 1.8 WARRANTY

- A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of aluminum-framed systems that do not comply with requirements or that fail in materials or workmanship within specified warranty period.
  - 1. Failures include, but are not limited to, the following:
    - a. Structural failures including, but not limited to, excessive deflection.
    - b. Noise or vibration caused by thermal movements.
    - c. Deterioration of metals, and metal finishes, and other materials beyond normal weathering.
    - d. Adhesive or cohesive sealant failures.
    - e. Water leakage through fixed glazing and framing areas.
    - f. Failure of operating components.
  - 2. Warranty Period: Two (2) years from date of Substantial Completion.
- B. Special Finish Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components on which finishes do not comply with requirements or that fail in materials or workmanship within specified warranty period. Warranty does not include normal weathering.
  - 1. Warranty Period: 10 years from date of Substantial Completion.

## 1.9 MAINTENANCE SERVICE

### A. Entrance Door Hardware:

1. Initial Maintenance Service: Beginning at Substantial Completion, provide six (6) months' full maintenance by skilled employees of entrance door hardware Installer. Include quarterly preventive maintenance, repair or replacement of worn or defective components, lubrication, cleaning, and adjusting as required for proper entrance door hardware operation at rated speed and capacity. Provide parts and supplies the same as those used in the manufacture and installation of original equipment.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

#### A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Kawneer North America.
2. EFCO (S402 & S403/thermal, Series D518 Durastile Door).
3. U.S. Aluminum (Series 450, 451, 451T, & 850).
4. Vistawall Architectural Products.
5. Manko Windows (1450, 2450 & 2600XPT series)

### 2.2 MATERIALS

#### A. Aluminum: Alloy and temper recommended by manufacturer for type of use and finish indicated.

1. Sheet and Plate: ASTM B 209 (ASTM B 209M).
2. Extruded Bars, Rods, Profiles, and Tubes: ASTM B 221 (ASTM B 221M).
3. Extruded Structural Pipe and Tubes: ASTM B 429.
4. Structural Profiles: ASTM B 308/B 308M.
5. Welding Rods and Bare Electrodes: AWS A5.10/A5.10M.

#### B. Steel Reinforcement: Manufacturer's standard zinc-rich, corrosion-resistant primer, complying with SSPC-PS Guide No. 12.00; applied immediately after surface preparation and pretreatment. Select surface preparation methods according to recommendations in SSPC-SP COM and prepare surfaces according to applicable SSPC standard.

1. Structural Shapes, Plates, and Bars: ASTM A 36/A 36M.
2. Cold-Rolled Sheet and Strip: ASTM A 1008/A 1008M.
3. Hot-Rolled Sheet and Strip: ASTM A 1011/A 1011M.

### 2.3 FRAMING SYSTEMS

#### A. Framing Members: Manufacturer's standard wall extruded-aluminum framing members and reinforced as required to support imposed loads.

#### B. Basis-of-Design for 4-1/2-inch storefront: Kawneer North America.

##### 1. Construction:

- a. Entry doors surrounding framing system – **Kawneer 451 with heavy wall (3/16")**.
- b. All other window framing – Kawneer 451T standard wall.

2. Glazing System: Retained mechanically with gaskets on four sides.
  3. Glazing Plane: Center.
- C. Brackets and Reinforcements: Manufacturer's standard high-strength aluminum with non-staining, nonferrous shims for aligning system components.
- D. Fasteners and Accessories: Manufacturer's standard corrosion-resistant, non-staining, non-bleeding fasteners and accessories compatible with adjacent materials.
1. Use self-locking devices where fasteners are subject to loosening or turning out from thermal and structural movements, wind loads, or vibration.
  2. Reinforce members as required to receive fastener threads.
  3. Use exposed fasteners with countersunk Phillips screw heads, finished to match framing system.
- E. Concealed Flashing: Manufacturer's standard corrosion-resistant, non-staining, non-bleeding flashing compatible with adjacent materials.
- F. Framing System Gaskets and Sealants: Manufacturer's standard, recommended by manufacturer for joint type.
1. Provide sealants for use inside of the weatherproofing system that have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

## 2.4 GLAZING SYSTEMS

- A. Glazing: As specified in Section 08 8000 "Glazing".
- B. Glazing Gaskets: Manufacturer's standard compression types; replaceable, molded or extruded, of profile and hardness required to maintain watertight seal.
- C. Spacers and Setting Blocks: Manufacturer's standard elastomeric type.
- D. Bond-Breaker Tape: Manufacturer's standard TFE-fluorocarbon or polyethylene material to which sealants will not develop adhesion.
- E. Glazing Sealants: For structural-sealant-glazed systems, as recommended by manufacturer for joint type, and as follows:
1. Weatherseal Sealant: ASTM C 920 for Type S, Grade NS, Class 25, Uses NT, G, A, and O; single-component neutral-curing formulation that is compatible with structural sealant and other system components with which it comes in contact; recommended by structural-sealant, weatherseal-sealant, and aluminum-framed-system manufacturers for this use.
    - a. Provide sealants for use inside of the weatherproofing system that have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D

## 2.5 ENTRANCE DOOR SYSTEMS

- A. Entrance Doors: Manufacturer's standard glazed entrance doors for manual-swing operation.
1. Door Construction: 2-inch (50.8-mm) overall thickness, with minimum 0.188-inch- (4.8-mm-) thick, extruded-aluminum tubular rail and stile members. Mechanically fasten corners with reinforcing brackets that are deeply penetrated and fillet welded or that incorporate concealed tie rods.

2. Door Design: Wide stile; 5-inch (127-mm) nominal width.
3. Glazing Stops and Gaskets: Square, snap-on, extruded-aluminum stops and preformed gaskets.
4. Continuous Hinge.

## 2.6 ENTRANCE DOOR HARDWARE

- A. General: Provide entrance door hardware as specified in Section 08 7100 "Door Hardware".
- B. Provide heavy-duty hardware units as indicated, scheduled, or required for operation of each door, including the following items of sizes, number, and type recommended by manufacturer for service required; finish to match door.
  1. Thresholds: Provide Pemko 2005AT. Coordinate undercut of door with threshold to provide weathertight seal.
  2. Weatherstripping and sweeps at aluminum entry doors (both exterior and interior doors) for watertight seal.
  3. Opening-Force Requirements:
    - a. Egress Doors: Not more than 15 lbf (67 N) to release the latch and not more than 30 lbf ((133 N)) to set the door in motion and not more than 15 lbf (67 N) to open the door to its minimum required width.
    - b. Accessible Interior Doors: Not more than 5 lbf (22.2 N) to fully open door.
- C. Designations: Requirements for design, grade, function, finish, size, and other distinctive qualities of each type of entrance door hardware are indicated in "Entrance Door Hardware Sets" Article. Products are identified by using entrance door hardware designations as follows:
  1. Named Manufacturers' Products: Manufacturer and product designation are listed for each door hardware type required for the purpose of establishing minimum requirements. Manufacturers' names are abbreviated in "Entrance Door Hardware Sets" Article.
  2. References to BHMA Standards: Provide products complying with these standards and requirements for description, quality, and function.
- D. Opening-Force Requirements:
  1. Delayed-Egress Locks: Lock releases within 15 seconds after applying a force of not more than 15 lbf (67 N) for not more than 3 seconds.
  2. Latches and Exit Devices: Not more than 15 lbf (67 N) required to release latch.
- E. Strikes: Provide strike with black-plastic dust box for each latch or lock bolt; fabricated for aluminum framing.
- F. Mullions: BHMA A156.3.
  1. When used with panic exit devices, provide removable mullions listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, for panic protection, based on testing according to UL 305. Use only mullions that have been tested with exit devices to be used.
- G. Weather Stripping: Manufacturer's standard replaceable components.
  1. Compression Type: Made of ASTM D 2000, molded neoprene, or ASTM D 2287, molded PVC.

- H. Weather Sweeps: Manufacturer's standard exterior-door bottom sweep with concealed fasteners on mounting strip.

## 2.7 ACCESSORY MATERIALS

- A. Joint Sealants: For installation at perimeter of aluminum-framed systems, as specified in Division 07 Section "Joint Sealants."
  - 1. Provide sealants for use inside of the weatherproofing system that have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
  - 2. Color as selected by Architect to match existing school.
- B. Bituminous Paint: Cold-applied, asphalt-mastic paint complying with SSPC-Paint 12 requirements except containing no asbestos; formulated for 30-mil (0.762-mm) thickness per coat.

## 2.8 FABRICATION

- A. Form or extrude aluminum shapes before finishing.
- B. Weld in concealed locations to greatest extent possible to minimize distortion or discoloration of finish. Remove weld spatter and welding oxides from exposed surfaces by descaling or grinding.
- C. Framing Members, General: Fabricate components that, when assembled, have the following characteristics:
  - 1. Profiles that are sharp, straight, and free of defects or deformations.
  - 2. Accurately fitted joints with ends coped or mitered.
  - 3. Means to drain water passing joints, condensation within framing members, and moisture migrating within the system to exterior.
  - 4. Physical and thermal isolation of glazing from framing members.
  - 5. Accommodations for thermal and mechanical movements of glazing and framing to maintain required glazing edge clearances.
  - 6. Provisions for field replacement of glazing from exterior for vision glass and exterior for spandrel glazing or metal panels.
  - 7. Fasteners, anchors, and connection devices that are concealed from view to greatest extent possible.
- D. Storefront Framing: Fabricate components for assembly using screw-spline system.
- E. Entrance Door Frames: Reinforce as required to support loads imposed by door operation and for installing entrance door hardware.
  - 1. At exterior doors, provide compression weather stripping at fixed stops.
- F. Entrance Doors: Reinforce doors as required for installing entrance door hardware.
  - 1. At pairs of exterior doors, provide sliding-type weather stripping retained in adjustable strip and mortised into door edge.
  - 2. At exterior doors, provide weather sweeps applied to door bottoms.
- G. After fabrication, clearly mark components to identify their locations in Project according to Shop Drawings.

## 2.9 ALUMINUM FINISHES

- A. Anodic Finish: AAMA 611, AA-M12C22A34, Class II, 0.010 mm or thicker.
  - 1. Anodized Finish Color: Match existing (Kawneer).
  - 2. Approved equal by one of the following:
    - a. EFCO.
    - b. Vistawall Architectural Products.
    - c. U.S. Aluminum

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION

- A. General:
  - 1. Comply with manufacturer's written instructions.
  - 2. Do not install damaged components.
  - 3. Fit joints to produce hairline joints free of burrs and distortion.
  - 4. Rigidly secure non-movement joints.
  - 5. Install anchors with separators and isolators to prevent metal corrosion and electrolytic deterioration.
  - 6. Seal joints watertight unless otherwise indicated.
- B. Metal Protection:
  - 1. Where aluminum will contact dissimilar metals, protect against galvanic action by painting contact surfaces with primer or applying sealant or tape, or by installing nonconductive spacers as recommended by manufacturer for this purpose.
  - 2. Where aluminum will contact concrete or masonry, protect against corrosion by painting contact surfaces with bituminous paint.
- C. Install components to drain water passing joints, condensation occurring within framing members, and moisture migrating within the system to exterior.
- D. Set continuous sill members and flashing in full sealant bed as specified in Section 079200 "Joint Sealants" to produce weathertight installation.
- E. Install components plumb and true in alignment with established lines and grades, and without warp or rack.
- F. Install glazing as specified in Section 08 8000 "Glazing".
- G. Entrance Doors: Install doors to produce smooth operation and tight fit at contact points.
  - 1. Exterior Doors: Install to produce weathertight enclosure and tight fit at weather stripping.
  - 2. Field-Installed Entrance Door Hardware: Install surface-mounted entrance door hardware according to entrance door hardware manufacturers' written instructions using concealed fasteners to greatest extent possible.

- H. Install perimeter joint sealants as specified in Section 079200 "Joint Sealants" to produce weathertight installation.

### 3.3 ERECTION TOLERANCES

- A. Install aluminum-framed systems to comply with the following maximum erection tolerances:
  - 1. Location and Plane: Limit variation from true location and plane to 1/8 inch in 12 feet (3 mm in 3.7 m); 1/4 inch (6 mm) over total length.
  - 2. Alignment:
    - a. Where surfaces abut in line, limit offset from true alignment to 1/16 inch (1.5 mm).
    - b. Where surfaces meet at corners, limit offset from true alignment to 1/32 inch (0.8 mm).
- B. Diagonal Measurements: Limit difference between diagonal measurements to 1/8 inch (3 mm).

### 3.4 ADJUSTING

- A. Adjust operating entrance door hardware to function smoothly as recommended by manufacturer.
  - 1. For entrance doors accessible to people with disabilities, adjust closers to provide a 3-second closer sweep period for doors to move from a 70-degree open position to 3 inches (75 mm) from the latch, measured to the leading door edge.

END OF SECTION 08 4113

## SECTION 08 7100 - DOOR HARDWARE

### PART 1 - GENERAL

#### 1.01 SUMMARY

##### A. Section includes:

1. Mechanical and electrified door hardware
2. Electronic access control system components

##### B. Section excludes:

1. Windows
2. Cabinets (casework), including locks in cabinets
3. Signage
4. Toilet accessories
5. Overhead doors

##### C. Related Sections:

1. Division 01 "General Requirements" sections for Allowances, Alternates, Owner Furnished Contractor Installed, Project Management and Coordination.
2. Division 06 Section "Rough Carpentry"
3. Division 06 Section "Finish Carpentry"
4. Division 07 Section "Joint Sealants" for sealant requirements applicable to threshold installation specified in this section.
5. Division 08 Sections:
  - a. "Metal Doors and Frames"
  - b. "Flush Wood Doors"
  - c. "Interior Aluminum Doors and Frames"
6. Division 26 "Electrical" sections for connections to electrical power system and for low-voltage wiring.
7. Division 28 "Electronic Safety and Security" sections for coordination with other components of electronic access control system and fire alarm system.

#### 1.02 REFERENCES

##### A. UL LLC

1. UL 10B - Fire Test of Door Assemblies
2. UL 10C - Positive Pressure Test of Fire Door Assemblies
3. UL 1784 - Air Leakage Tests of Door Assemblies
4. UL 305 - Panic Hardware

##### B. DHI - Door and Hardware Institute

1. Sequence and Format for the Hardware Schedule
2. Recommended Locations for Builders Hardware
3. Keying Systems and Nomenclature
4. Installation Guide for Doors and Hardware

##### C. NFPA – National Fire Protection Association



1. NFPA 70 – National Electric Code
2. NFPA 80 – 2016 Edition – Standard for Fire Doors and Other Opening Protectives
3. NFPA 101 – Life Safety Code
4. NFPA 105 – Smoke and Draft Control Door Assemblies
5. NFPA 252 – Fire Tests of Door Assemblies

D. ANSI - American National Standards Institute

1. ANSI A117.1 – 2017 Edition – Accessible and Usable Buildings and Facilities
2. ANSI/BHMA A156.1 - A156.29, and ANSI/BHMA A156.31 - Standards for Hardware and Specialties
3. ANSI/BHMA A156.28 - Recommended Practices for Keying Systems
4. ANSI/WDMA I.S. 1A - Interior Architectural Wood Flush Doors
5. ANSI/SDI A250.8 - Standard Steel Doors and Frames

1.03 SUBMITTALS

A. General:

1. Submit in accordance with Conditions of Contract and Division 01 Submittal Procedures.
2. Prior to forwarding submittal:
  - a. Review drawings and Sections from related trades to verify compatibility with specified hardware.
  - b. Highlight, encircle, or otherwise specifically identify on submittals: deviations from Contract Documents, issues of incompatibility or other issues which may detrimentally affect the Work.

B. Action Submittals:

1. Product Data: Submit technical product data for each item of door hardware, installation instructions, maintenance of operating parts and finish, and other information necessary to show compliance with requirements.
2. Riser and Wiring Diagrams: After final approval of hardware schedule, submit details of electrified door hardware, indicating:
  - a. Wiring Diagrams: For power, signal, and control wiring and including:
    - 1) Details of interface of electrified door hardware and building safety and security systems.
    - 2) Schematic diagram of systems that interface with electrified door hardware.
    - 3) Point-to-point wiring.
    - 4) Risers.
3. Samples for Verification: If requested by Architect, submit production sample of requested door hardware unit in finish indicated and tagged with full description for coordination with schedule.
  - a. Samples will be returned to supplier. Units that are acceptable to Architect may, after final check of operations, be incorporated into Work, within limitations of key coordination requirements.
4. Door Hardware Schedule:
  - a. Submit concurrent with submissions of Product Data, Samples, and Shop Drawings. Coordinate submission of door hardware schedule with scheduling requirements of other work to facilitate fabrication of other work critical in Project construction schedule.

- b. Submit under direct supervision of a Door Hardware Institute (DHI) certified Architectural Hardware Consultant (AHC) or Door Hardware Consultant (DHC) with hardware sets in vertical format as illustrated by Sequence of Format for the Hardware Schedule published by DHI.
  - c. Indicate complete designations of each item required for each opening, include:
    - 1) Door Index: door number, heading number, and Architect's hardware set number.
    - 2) Quantity, type, style, function, size, and finish of each hardware item.
    - 3) Name and manufacturer of each item.
    - 4) Fastenings and other pertinent information.
    - 5) Location of each hardware set cross-referenced to indications on Drawings.
    - 6) Explanation of all abbreviations, symbols, and codes contained in schedule.
    - 7) Mounting locations for hardware.
    - 8) Door and frame sizes and materials.
    - 9) Degree of door swing and handing.
    - 10) Operational Description of openings with electrified hardware covering egress, ingress (access), and fire/smoke alarm connections.
5. Key Schedule:
- a. After Keying Conference, provide keying schedule that includes levels of keying, explanations of key system's function, key symbols used, and door numbers controlled.
  - b. Use ANSI/BHMA A156.28 "Recommended Practices for Keying Systems" as guideline for nomenclature, definitions, and approach for selecting optimal keying system.
  - c. Provide 3 copies of keying schedule for review prepared and detailed in accordance with referenced DHI publication. Include schematic keying diagram and index each key to unique door designations.
  - d. Index keying schedule by door number, keyset, hardware heading number, cross keying instructions, and special key stamping instructions.
  - e. Provide one complete bitting list of key cuts and one key system schematic illustrating system usage and expansion. Forward bitting list, key cuts and key system schematic directly to Owner, by means as directed by Owner.
  - f. Prepare key schedule by or under supervision of supplier, detailing Owner's final keying instructions for locks.

C. Informational Submittals:

- 1. Provide Qualification Data for Supplier, Installer and Architectural Hardware Consultant.
- 2. Provide Product Data:
  - a. Certify that door hardware approved for use on types and sizes of labeled fire-rated doors complies with listed fire-rated door assemblies.
  - b. Include warranties for specified door hardware.

D. Closeout Submittals:

- 1. Operations and Maintenance Data: Provide in accordance with Division 01 and include:
  - a. Complete information on care, maintenance, and adjustment; data on repair and replacement parts, and information on preservation of finishes.
  - b. Catalog pages for each product.
  - c. Final approved hardware schedule edited to reflect conditions as installed.
  - d. Final keying schedule
  - e. Copy of warranties including appropriate reference numbers for manufacturers to identify project.
  - f. As-installed wiring diagrams for each opening connected to power, both low voltage and 110 volts.

E. Inspection and Testing:

1. Submit written reports to the Owner and Authority Having Jurisdiction (AHJ) of the results of functional testing and inspection for:
  - a. Fire door assemblies, in compliance with NFPA 80.
  - b. Required egress door assemblies, in compliance with NFPA 101.

1.04 QUALITY ASSURANCE

A. Qualifications and Responsibilities:

1. Supplier: Recognized architectural hardware supplier with a minimum of 5 years documented experience supplying both mechanical and electromechanical door hardware similar in quantity, type, and quality to that indicated for this Project. Supplier to be recognized as a factory direct distributor by the manufacturer of the primary materials with a warehousing facility in the Project's vicinity. Supplier to have on staff, a certified Architectural Hardware Consultant (AHC) or Door Hardware Consultant (DHC) available to Owner, Architect, and Contractor, at reasonable times during the Work for consultation.
2. Installer: Qualified tradesperson skilled in the application of commercial grade hardware with experience installing door hardware similar in quantity, type, and quality as indicated for this Project.
3. Architectural Hardware Consultant: Person who is experienced in providing consulting services for door hardware installations that are comparable in material, design, and extent to that indicated for this Project and meets these requirements:
  - a. For door hardware: DHI certified AHC or DHC.
  - b. Can provide installation and technical data to Architect and other related subcontractors.
  - c. Can inspect and verify components are in working order upon completion of installation.
  - d. Capable of producing wiring diagram and coordinating installation of electrified hardware with Architect and electrical engineers.
4. Single Source Responsibility: Obtain each type of door hardware from single manufacturer.

B. Certifications:

1. Fire-Rated Door Openings:
  - a. Provide door hardware for fire-rated openings that complies with NFPA 80 and requirements of authorities having jurisdiction.
  - b. Provide only items of door hardware that are listed products tested by UL LLC, Intertek Testing Services, or other testing and inspecting organizations acceptable to authorities having jurisdiction for use on types and sizes of doors indicated, based on testing at positive pressure and according to NFPA 252 or UL 10C and in compliance with requirements of fire-rated door and door frame labels.
2. Smoke and Draft Control Door Assemblies:
  - a. Provide door hardware that meets requirements of assemblies tested according to UL 1784 and installed in compliance with NFPA 105
  - b. Comply with the maximum air leakage of 0.3 cfm/sq. ft. (3 cu. m per minute/sq. m) at tested pressure differential of 0.3-inch wg (75 Pa) of water.
3. Electrified Door Hardware
  - a. Listed and labeled as defined in NFPA 70, Article 100, by testing agency acceptable to authorities having jurisdiction.

4. Accessibility Requirements:
  - a. Comply with governing accessibility regulations cited in "REFERENCES" article 087100, 1.02.D3 herein for door hardware on doors in an accessible route. This project must comply with all Federal Americans with Disability Act regulations and all Local Accessibility Regulations.

#### C. Pre-Installation Meetings

1. Keying Conference
  - a. Incorporate keying conference decisions into final keying schedule after reviewing door hardware keying system including:
    - 1) Function of building, flow of traffic, purpose of each area, degree of security required, and plans for future expansion.
    - 2) Preliminary key system schematic diagram.
    - 3) Requirements for key control system.
    - 4) Requirements for access control.
    - 5) Address for delivery of keys.
2. Pre-installation Conference
  - a. Review and finalize construction schedule and verify availability of materials, Installer's personnel, equipment, and facilities needed to make progress and avoid delays.
  - b. Inspect and discuss preparatory work performed by other trades.
  - c. Inspect and discuss electrical roughing-in for electrified door hardware.
  - d. Review sequence of operation for each type of electrified door hardware.
  - e. Review required testing, inspecting, and certifying procedures.
  - f. Review questions or concerns related to proper installation and adjustment of door hardware.
3. Electrified Hardware Coordination Conference:
  - a. Prior to ordering electrified hardware, schedule and hold meeting to coordinate door hardware with security, electrical, doors and frames, and other related suppliers.

#### 1.05 DELIVERY, STORAGE, AND HANDLING

- A. Inventory door hardware on receipt and provide secure lock-up for hardware delivered to Project site. Promptly replace products damaged during shipping.
- B. Tag each item or package separately with identification coordinated with final door hardware schedule, and include installation instructions, templates, and necessary fasteners with each item or package. Deliver each article of hardware in manufacturer's original packaging.
- C. Maintain manufacturer-recommended environmental conditions throughout storage and installation periods.
- D. Provide secure lock-up for door hardware delivered to Project. Control handling and installation of hardware items so that completion of Work will not be delayed by hardware losses both before and after installation.
- E. Handle hardware in manner to avoid damage, marring, or scratching. Correct, replace or repair products damaged during Work. Protect products against malfunction due to paint, solvent, cleanser, or any chemical agent.
- F. Deliver keys to manufacturer of key control system for subsequent delivery to Owner.

#### 1.06 COORDINATION

- A. Coordinate layout and installation of floor-recessed door hardware with floor construction. Cast anchoring inserts into concrete.
- B. Installation Templates: Distribute for doors, frames, and other work specified to be factory or shop prepared. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing door hardware to comply with indicated requirements.
- C. Security: Coordinate installation of door hardware, keying, and access control with Owner's security consultant.
- D. Electrical System Roughing-In: Coordinate layout and installation of electrified door hardware with connections to power supplies and building safety and security systems.

#### 1.07 WARRANTY

- A. Manufacturer's standard form in which manufacturer agrees to repair or replace components of door hardware that fail in materials or workmanship within published warranty period.
  - 1. Warranty does not cover damage or faulty operation due to improper installation, improper use or abuse.
  - 2. Warranty Period: Beginning from date of Substantial Completion, for durations indicated in manufacturer's published listings.
    - a. Mechanical Warranty
      - 1) Locks
        - a) Schlage ND Series: 10 years
      - 2) Exit Devices
        - a) Von Duprin: 10 years
      - 3) Closers
        - a) LCN 4000 Series: 30 years
      - 4) Automatic Operators
        - a) LCN: 2 years

#### 1.08 MAINTENANCE

- A. Furnish complete set of special tools required for maintenance and adjustment of hardware, including changing of cylinders.
- B. Turn over unused materials to Owner for maintenance purposes.

### PART 2 - PRODUCTS

#### 2.01 MANUFACTURERS

- A. The Owner requires use of certain products for their unique characteristics and project suitability to ensure continuity of existing and future performance and maintenance standards. After investigating available product offerings, the Awarding Authority has elected to prepare proprietary specifications. These products are specified with the notation: "No Substitute."
  - 1. Where "No Substitute" is noted, submittals and substitution requests for other products will not be considered.
- B. Approval of alternate manufacturers and/or products other than those listed as "Scheduled Manufacturer" or "Acceptable Manufacturers" in the individual article for the product category are only to be considered by official substitution request in accordance with section 01 25 00.

- C. Approval of products from manufacturers indicated in "Acceptable Manufacturers" is contingent upon those products providing all functions and features and meeting all requirements of scheduled manufacturer's product.
- D. Where specified hardware is not adaptable to finished shape or size of members requiring hardware, furnish suitable types having same operation and quality as type specified, subject to Architect's approval.

## 2.02 MATERIALS

### A. Fabrication

- 1. Provide door hardware manufactured to comply with published templates generally prepared for machine, wood, and sheet metal screws. provide screws according to manufacturer's recognized installation standards for application intended.
- 2. Finish exposed screws to match hardware finish, or, if exposed in surfaces of other work, to match finish of this other work including prepared for paint surfaces to receive painted finish.
- 3. Provide concealed fasteners wherever possible for hardware units exposed when door is closed. Coordinate with "Metal Doors and Frames", "Flush Wood Doors", "Stile and Rail Wood Doors" to ensure proper reinforcements. Advise the Architect where visible fasteners, such as thru bolts, are required.

### B. Provide screws, bolts, expansion shields, drop plates and other devices necessary for hardware installation.

- 1. Where fasteners are exposed to view: Finish to match adjacent door hardware material.

### C. Cable and Connectors:

- 1. Where scheduled in the hardware sets, provide each item of electrified hardware and wire harnesses with number and gage of wires enough to accommodate electric function of specified hardware.
- 2. Provide Molex connectors that plug directly into connectors from harnesses, electric locking and power transfer devices.
- 3. Provide through-door wire harness for each electrified locking device installed in a door and wire harness for each electrified hinge, electrified continuous hinge, electrified pivot, and electric power transfer for connection to power supplies.

## 2.03 CONTINUOUS HINGES

### A. Manufacturers:

- 1. Scheduled Manufacturer:
  - a. Ives
- 2. Acceptable Manufacturers:
  - a. Per architect's approval

### B. Requirements:

- 1. Provide aluminum geared continuous hinges conforming to ANSI/BHMA A156.26, Grade 1.
- 2. Provide aluminum geared continuous hinges, where specified in the hardware sets, fabricated from 6063-T6 aluminum.

3. Provide split nylon bearings at each hinge knuckle for quiet, smooth, self-lubricating operation.
4. Provide hinges capable of supporting door weights up to 450 pounds, and successfully tested for 1,500,000 cycles.
5. On fire-rated doors, provide aluminum geared continuous hinges classified for use on rated doors by testing agency acceptable to authority having jurisdiction.
6. Provide aluminum geared continuous hinges with electrified option scheduled in the hardware sets. Provide with number and gage of wires enough to accommodate electric function of specified hardware.
7. Provide hinges 1 inch (25 mm) shorter in length than nominal height of door, unless otherwise noted or door details require shorter length and with symmetrical hole pattern.

## 2.04 CYLINDRICAL LOCKS – GRADE 1

### A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
  - a. Schlage ND series
2. Acceptable Manufacturers and Products:
  - a. No Substitute

### B. Requirements:

1. Provide cylindrical locks conforming to ANSI/BHMA A156.2 Series 4000, Grade 1, and UL Listed for 3-hour fire doors.
2. Indicators: Where specified, provide escutcheon with lock status indicator window on top of lockset rose:
  - a. Escutcheon height (including rose) 6.05 inches high by 3.68 inches wide.
  - b. Indicator window measuring a minimum 3.52-inch by .60 inch with 1.92 square-inches of front facing viewing area and 180-degree visibility with a total of .236 square-inches of total viewable area.
  - c. Provide snap-in serviceable window to prevent tampering. Lock must function if indicator is compromised.
  - d. Provide messages color-coded with full text and symbol, as scheduled, for easy visibility.
  - e. Unlocked and Unoccupied message will display on white background, and Locked and Occupied message will display on red background.
3. Cylinders: Refer to "KEYING" article, herein.
4. Provide locks with standard 2-3/4 inches (70 mm) backset, unless noted otherwise, with 1/2-inch latch throw. Provide proper latch throw for UL listing at pairs.
5. Provide locksets with separate anti-rotation thru-bolts, and no exposed screws.
6. Provide independently operating levers with two external return spring cassettes mounted under roses to prevent lever sag.
7. Provide standard ASA strikes unless extended lip strikes are necessary to protect trim.
8. Provide electrified options as scheduled in the hardware sets.
9. Lever Trim: Solid cast levers without plastic inserts and wrought roses on both sides.
  - a. Vandlgard: Provide levers with vandal resistant technology for use at heavy traffic or abusive applications.
  - b. Lever Design: Schlage Rhodes.

## 2.05 EXIT DEVICES

### A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
    - a. Von Duprin 98 series
  2. Acceptable Manufacturers and Products:
    - a. No Substitute
- B. Requirements:
1. Provide exit devices tested to ANSI/BHMA A156.3 Grade 1 and UL listed for Panic Exit or Fire Exit Hardware.
  2. Cylinders: Refer to "KEYING" article, herein.
  3. Provide smooth touchpad type exit devices, fabricated of brass, bronze, stainless steel, or aluminum, plated to standard architectural finishes to match balance of door hardware.
  4. Touchpad must extend a minimum of one half of door width. No plastic inserts are allowed in touchpads.
  5. Provide exit devices with deadlatching feature for security and for future addition of alarm kits and/or other electrified requirements.
  6. Provide exit devices with weather resistant components that can withstand harsh conditions of various climates and corrosive cleaners used in outdoor pool environments.
  7. Provide flush end caps for exit devices.
  8. Provide exit devices with manufacturer's approved strikes.
  9. Provide exit devices cut to door width and height. Install exit devices at height recommended by exit device manufacturer, allowable by governing building codes, and approved by Architect.
  10. Mount mechanism case flush on face of doors or provide spacers to fill gaps behind devices. Where glass trim or molding projects off face of door, provide glass bead kits.
  11. Provide cylinder or hex-key dogging as specified at non fire-rated openings.
  12. Removable Mullions: 2 inches (51 mm) x 3 inches (76 mm) steel tube. Where scheduled as keyed removable mullion, provide type that can be removed by use of a keyed cylinder, which is self-locking when re-installed.
  13. Provide factory drilled weep holes for exit devices used in full exterior application, highly corrosive areas, and where noted in hardware sets.
  14. Provide electrified options as scheduled.
  15. Top latch mounting: double- or single-tab mount for steel doors, face mount for aluminum doors eliminating requirement of tabs, and double tab mount for wood doors.
  16. Provide exit devices with optional trim designs to match other lever and pull designs used on the project.

## 2.06 ELECTRIC STRIKES

- A. Manufacturers and Products:
1. Scheduled Manufacturer and Product:
    - a. HES: 9600 and 8000 Series
  2. Acceptable Manufacturers and Products:
    - a. Von Duprin 6000 Series
- B. Requirements:
1. Provide electric strikes designed for use with type of locks shown at each opening.
  2. Provide electric strikes UL Listed as burglary resistant that are tested to a minimum endurance test of 1,000,000 cycles.
  3. Where required, provide electric strikes UL Listed for fire doors and frames.
  4. Provide transformers and rectifiers for each strike as required. Verify voltage with electrical contractor.



## 2.07 CYLINDERS

### A. Manufacturers:

1. Scheduled Manufacturer and Product:
  - a. **Match existing type and with Schlage "F" keyway**
2. Acceptable Manufacturers and Products:
  - a. No Substitute

### B. Requirements:

1. Provide cylinders/cores to match Owner's existing key system, compliant with ANSI/BHMA A156.5; latest revision; cylinder face finished to match lockset, manufacturer's series as indicated. Refer to "KEYING" article, herein.

## 2.08 KEYING

### A. Scheduled System:

1. Existing factory registered system:
  - a. Provide cylinders/cores keyed into Owner's existing factory registered keying system. Comply with guidelines in ANSI/BHMA A156.28, incorporating decisions made at keying conference.

### B. Requirements:

1. Construction Keying:
  - a. Temporary Construction Cylinder Keying.
    - 1) Provide construction cores that permit voiding construction keys without cylinder removal, furnished in accordance with the following requirements.
      - a) Split Key or Lost Ball Construction Keying System.
      - b) 3 construction control keys, and extractor tools or keys as required to void construction keying.
      - c) 12 construction change (day) keys.
    - 2) Owner or Owner's Representative will void operation of temporary construction keys.
  - b. Replaceable Construction Cores.
    - 1) Provide temporary construction cores replaceable by permanent cores, furnished in accordance with the following requirements.
      - a) 3 construction control keys
      - b) 12 construction change (day) keys.
    - 2) Owner or Owner's Representative will replace temporary construction cores with permanent cores.
2. Permanent Keying:
  - a. Provide permanent cylinders/cores keyed by the manufacturer according to the following key system.
    - 1) Master Keying system as directed by the Owner.
  - b. Forward bitting list and keys separately from cylinders, by means as directed by Owner. Failure to comply with forwarding requirements will be cause for replacement of cylinders/cores involved at no additional cost to Owner.
  - c. Provide keys with the following features:
    - 1) Material: Nickel silver; minimum thickness of .107-inch (2.3mm)
    - 2) Patent Protection: Keys and blanks protected by one or more utility patent(s).

- 3) Geographically Exclusive: Where High Security or Security cylinders/cores are indicated, provide nationwide, geographically exclusive key system complying with the following restrictions.
- d. Identification:
  - 1) Mark permanent cylinders/cores and keys with applicable blind code for identification. Do not provide blind code marks with actual key cuts.
  - 2) Identification stamping provisions must be approved by the Architect and Owner.
  - 3) Stamp cylinders/cores and keys with Owner's unique key system facility code as established by the manufacturer; key symbol and embossed or stamped with "DO NOT DUPLICATE" along with the "PATENTED" or patent number to enforce the patent protection.
  - 4) Failure to comply with stamping requirements will be cause for replacement of keys involved at no additional cost to Owner.
  - 5) Forward permanent cylinders/cores to Owner, separately from keys, by means as directed by Owner.
- e. Quantity: Furnish in the following quantities.
  - 1) Permanent Control Keys: 3.
  - 2) Master Keys: 6.
  - 3) Change (Day) Keys: 3 per cylinder/core that is keyed differently
  - 4) Key Blanks: Quantity as determined in the keying meeting.

## 2.09 KEY CONTROL SYSTEM

### A. Manufacturers:

1. Scheduled Manufacturer:
  - a. Telkee
2. Acceptable Manufacturers:
  - a. HPC
  - b. Lund

### B. Requirements:

1. Provide key control system, including envelopes, labels, tags with self-locking key clips, receipt forms, 3-way visible card index, temporary markers, permanent markers, and standard metal cabinet, all as recommended by system manufacturer, with capacity for 150% of number of locks required for Project.
  - a. Provide complete cross index system set up by hardware supplier, and place keys on markers and hooks in cabinet as determined by final key schedule.
  - b. Provide hinged-panel type cabinet for wall mounting.

## 2.10 DOOR CLOSERS

### A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
  - a. LCN 4040XP series
2. Acceptable Manufacturers and Products:
  - a. No Substitute

### B. Requirements:

1. Provide door closers conforming to ANSI/BHMA A156.4 Grade 1 requirements by BHMA certified independent testing laboratory. ISO 9000 certify closers. Stamp units with date of manufacture code.
2. Provide door closers with fully hydraulic, full rack and pinion action with high strength cast iron cylinder, and full complement bearings at shaft.
3. Cylinder Body: 1-1/2-inch (38 mm) diameter piston with 5/8-inch (16 mm) diameter double heat-treated pinion journal. QR code with a direct link to maintenance instructions.
4. Hydraulic Fluid: Fireproof, passing requirements of UL10C, and requiring no seasonal closer adjustment for temperatures ranging from 120 degrees F to -30 degrees F.
5. Spring Power: Continuously adjustable over full range of closer sizes, and providing reduced opening force as required by accessibility codes and standards. Provide snap-on cover clip, with plastic covers, that secures cover to spring tube.
6. Hydraulic Regulation: By tamper-proof, non-critical valves, with separate adjustment for latch speed, general speed, and backcheck. Provide graphically labelled instructions on the closer body adjacent to each adjustment valve. Provide positive stop on reg valve that prevents reg screw from being backed out.
7. Provide closers with solid forged steel main arms and factory assembled heavy-duty forged forearms for parallel arm closers.
8. Pressure Relief Valve (PRV) Technology: Not permitted.
9. Finish for Closer Cylinders, Arms, Adapter Plates, and Metal Covers: Powder coating finish which has been certified to exceed 100 hours salt spray testing as described in ANSI Standard A156.4 and ASTM B117, or has special rust inhibitor (SRI).
10. Provide special templates, drop plates, mounting brackets, or adapters for arms as required for details, overhead stops, and other door hardware items interfering with closer mounting.

## 2.11 ELECTRO-HYDRAULIC AUTOMATIC OPERATORS

### A. Manufacturers and Products:

1. Scheduled Manufacturer and Product:
  - a. LCN 4600 series
2. Acceptable Manufacturers and Products:
  - a. No Substitute

### B. Requirements:

1. Provide low energy automatic operator units with hydraulic closer complying with ANSI/BHMA A156.19.
2. Hydraulic Fluid: Fireproof, passing requirements of UL10C, and requiring no seasonal closer adjustment for temperatures ranging from 120 degrees F to -30 degrees F.
3. Provide units with conventional door closer opening and closing forces unless power operator motor is activated. Provide door closer assembly with adjustable spring size, back-check, and opening and closing speed adjustment valves to control door
4. Provide units with on/off switch for manual operation, motor start up delay, vestibule interface delay, electric lock delay, and door hold open delay.
5. Provide drop plates, brackets, and adapters for arms as required for details.
6. Provide actuator switches and receivers for operation as specified.
7. Provide weather-resistant actuators at exterior applications.
8. Provide key switches with LED's, recommended and approved by manufacturer of automatic operator as required for function described in operation description of hardware group below. Cylinders: Refer to "KEYING" article, herein.

9. Provide complete assemblies of controls, switches, power supplies, relays, and parts/material recommended and approved by manufacturer of automatic operator for each individual leaf. Actuators control both doors simultaneously at pairs. Sequence operation of exterior and vestibule doors with automatic operators to allow ingress or egress through both sets of openings as directed by Architect. Locate actuators, key switches, and other controls as directed by Architect.
10. Provide units with vestibule inputs that allow sequencing operation of two units, and SPDT relay for interfacing with latching or locking devices.

## 2.12 OVERHEAD STOPS AND OVERHEAD STOP/HOLDERS

### A. Manufacturers:

1. Scheduled Manufacturers:
  - a. Glynn-Johnson
2. Acceptable Manufacturers:
  - a. No Substitute

### B. Requirements:

1. Provide overhead stop at any door where conditions do not allow for a wall stop or floor stop presents tripping hazard.

## 2.13 THRESHOLDS, SEALS, DOOR SWEEPS, AUTOMATIC DOOR BOTTOMS, AND GASKETING

### A. Manufacturers:

1. Scheduled Manufacturer:
  - a. Zero International
2. Acceptable Manufacturers:
  - a. Per architect's approval

### B. Requirements:

1. Provide thresholds, weather-stripping, and gasketing systems as specified and per architectural details. Match finish of other items.
2. Smoke- and Draft-Control Door Assemblies: Where smoke- and draft-control door assemblies are required, provide door hardware that meets requirements of assemblies tested according to UL 1784 and installed in compliance with NFPA 105.
3. Provide door sweeps, seals, astragals, and auto door bottoms only of type where resilient or flexible seal strip is easily replaceable and readily available.
4. Size thresholds 1/2 inch (13 mm) high by 5 inches (127 mm) wide by door width unless otherwise specified in the hardware sets or detailed in the drawings.

## 2.14 FINISHES

### A. FINISH: BHMA 626/652 (US26D); EXCEPT:

1. Aluminum Geared Continuous Hinges: **Match door/frame. Specified finish is for estimating purpose only**
2. Overhead Stops and Holders: BHMA 630 (US32D)
3. Door Closers: Powder Coat to Match
4. Weatherstripping: Match door/frame

5. Removable Mullion: **Match door/frame. Specified finish is for estimating purpose only**

## PART 3 - EXECUTION

### 3.01 EXAMINATION

- A. Prior to installation of hardware, examine doors and frames, with Installer present, for compliance with requirements for installation tolerances, labeled fire-rated door assembly construction, wall and floor construction, and other conditions affecting performance. Verify doors, frames, and walls have been properly reinforced for hardware installation.
- B. Examine roughing-in for electrical power systems to verify actual locations of wiring connections before electrified door hardware installation.
- C. Submit a list of deficiencies in writing and proceed with installation only after unsatisfactory conditions have been corrected.

### 3.02 INSTALLATION

- A. Mount door hardware units at heights to comply with the following, unless otherwise indicated or required to comply with governing regulations.
  1. Standard Steel Doors and Frames: ANSI/SDI A250.8.
  2. Custom Steel Doors and Frames: HMMA 831.
  3. Interior Architectural Wood Flush Doors: ANSI/WDMA I.S. 1A
  4. Installation Guide for Doors and Hardware: DHI TDH-007-20
- B. Install door hardware in accordance with NFPA 80, NFPA 101 and provide post-install inspection, testing as specified in section 1.03.E unless otherwise required to comply with governing regulations.
- C. Install each hardware item in compliance with manufacturer's instructions and recommendations, using only fasteners provided by manufacturer.
- D. Do not install surface mounted items until finishes have been completed on substrate. Protect all installed hardware during painting.
- E. Set units level, plumb and true to line and location. Adjust and reinforce attachment substrate as necessary for proper installation and operation.
- F. Drill and countersink units that are not factory prepared for anchorage fasteners. Space fasteners and anchors according to industry standards.
- G. Install operating parts so they move freely and smoothly without binding, sticking, or excessive clearance.
- H. Hinges: Install types and in quantities indicated in door hardware schedule but not fewer than quantity recommended by manufacturer for application indicated.
- I. Lock Cylinders:
  1. Install construction cores to secure building and areas during construction period.
  2. Replace construction cores with permanent cores as indicated in keying section.
  3. Furnish permanent cores to Owner for installation.

- J. Wiring: Coordinate with Division 26, ELECTRICAL and Division 28 ELECTRONIC SAFETY AND SECURITY sections for:
1. Conduit, junction boxes and wire pulls.
  2. Connections to and from power supplies to electrified hardware.
  3. Connections to fire/smoke alarm system and smoke evacuation system.
  4. Connection of wire to door position switches and wire runs to central room or area, as directed by Architect.
  5. Connections to panel interface modules, controllers, and gateways.
  6. Testing and labeling wires with Architect's opening number.
- K. Key Control System: Tag keys and place them on markers and hooks in key control system cabinet, as determined by final keying schedule.
- L. Continuous Hinges: Re-locate the door and frame fire rating labels where they will remain visible so that the hinge does not cover the label once installed.
- M. Door Closers & Auto Operators: Mount closers/operators on room side of corridor doors, inside of exterior doors, and stair side of stairway doors from corridors. Mount closers/operators so they are not visible in corridors, lobbies and other public spaces unless approved by Architect.
- N. Overhead Stops/holders: Mount overhead stops/holders on room side of corridor doors, inside of exterior doors, and stair side of stairway doors.
- O. Power Supplies: Locate power supplies as indicated or, if not indicated, above accessible ceilings or in equipment room, or alternate location as directed by Architect.
- P. Thresholds: Set thresholds in full bed of sealant complying with requirements specified in Division 07 Section "Joint Sealants."
- Q. Stops: Provide floor stops for doors unless wall or other type stops are indicated in door hardware schedule. Do not mount floor stops where they may impede traffic or present tripping hazard.
- R. Perimeter Gasketing: Apply to head and jamb, forming seal between door and frame.
- S. Meeting Stile Gasketing: Fasten to meeting stiles, forming seal when doors are closed.
- T. Door Bottoms and Sweeps: Apply to bottom of door, forming seal with threshold when door is closed.

### 3.03 ADJUSTING

- A. Initial Adjustment: Adjust and check each operating item of door hardware and each door to ensure proper operation or function of every unit. Replace units that cannot be adjusted to operate as intended. Adjust door control devices to compensate for final operation of heating and ventilating equipment and to comply with referenced accessibility requirements.
1. Spring Hinges: Adjust to achieve positive latching when door can close freely from an open position of 30 degrees.
  2. Electric Strikes: Adjust horizontal and vertical alignment of keeper to properly engage lock bolt.
  3. Door Closers: Adjust sweep period to comply with accessibility requirements and requirements of authorities having jurisdiction.

- B. Occupancy Adjustment: Approximately three to six months after date of Substantial Completion, examine and readjust each item of door hardware, including adjusting operating forces, as necessary to ensure function of doors and door hardware.

#### 3.04 CLEANING AND PROTECTION

- A. Clean adjacent surfaces soiled by door hardware installation.
- B. Clean operating items per manufacturer's instructions to restore proper function and finish.
- C. Provide final protection and maintain conditions that ensure door hardware is without damage or deterioration at time of Substantial Completion.

#### 3.05 DOOR HARDWARE SCHEDULE

- A. The intent of the hardware specification is to specify the hardware for interior and exterior doors, and to establish a type, continuity, and standard of quality. However, it is the door hardware supplier's responsibility to thoroughly review existing conditions, schedules, specifications, drawings, and other Contract Documents to verify the suitability of the hardware specified.
- B. Discrepancies, conflicting hardware, and missing items are to be brought to the attention of the architect with corrections made prior to the bidding process. Omitted items not included in a hardware set should be scheduled with the appropriate additional hardware required for proper application.
- C. Hardware items are referenced in the following hardware schedule. Refer to the above specifications for special features, options, cylinders/keying, and other requirements.
- D. Hardware Sets:

Legend:

 Link to catalog cut sheet












 Electrified Opening

Hardware Group No. A01

For use on Door #(s):

101

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
2	EA	CONT. HINGE	112XY (VERIFY FINISH MATCHES STOREFRONT)		711	IVE
1	EA	REMOVABLE MULLION	KR4854B STAB (VERIFY FINISH MATCHES STOREFRONT)		622	VON
2	EA	PANIC HARDWARE	LD-98-DT		626	VON
1	EA	PANIC HARDWARE	LD-98-NL		626	VON
1	EA	MORTISE CYLINDER/CORE	MATCH EXISTING TYPE AND SYSTEM (SCHLAGE F KEYWAY) (FOR MULLION)		626	
1	EA	RIM CYLINDER/CORE	MATCH EXISTING TYPE AND SYSTEM (SCHLAGE F KEYWAY) (FOR TRIM)		626	
2	EA	ELECTRIC STRIKE	9600 FSE 12/24VDC	 	630	HES
2	EA	OH STOP	100S ADJ		630	GLY
2	EA	SURFACE CLOSER	4040XP ED AW/62G		689	LCN
2	EA	DROP PLATE AND ACCESSORIES	PROVIDE AS NECESSARY		689	
1	EA	MULLION SEAL	8780NBK PSA		BK	ZER
1	EA	WEATHERSTRIPPING	BY ALUMINUM DOOR/FRAME MANUFACTURER.			
1	EA	CREDENTIAL READER	BY DIVISION 28.			
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE			

PROVIDE CONTINUOUS HINGE IVES 027XY AT 2" THICK DOOR

OPERATION:

DOOR IS NORMALLY LATCHED AND SECURED

DOOR MAY REMAIN UNLOCKED ON A SCHEDULE

PRESENTING VALID CREDENTIAL TEMPORARILY RELEASES STRIKE FOR ENTRY WHEN DOOR IS LOCKED

DOOR IS SECURED UPON LOSS OF POWER TO THE STRIKE

FREE EGRESS AT ALL TIMES






Hardware Group No. A02

For use on Door #(s):

102                    103

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
2	EA	CONT. HINGE	112XY (VERIFY FINISH MATCHES STOREFRONT)		711	IVE
1	EA	REMOVABLE MULLION	4854B STAB (VERIFY FINISH MATCHES STOREFRONT)		622	VON
2	EA	PANIC HARDWARE	LD-98-DT		626	VON
2	EA	ELECTRIC STRIKE	9600 FSE 12/24VDC	 ⚡	630	HES
2	EA	OH STOP	100S ADJ		630	GLY
2	EA	SURFACE CLOSER	4040XP EDAW/62G		689	LCN
2	EA	DROP PLATE AND ACCESSORIES	PROVIDE AS NECESSARY		689	
1	EA	WEATHERSTRIPPING	BY ALUMINUM DOOR/FRAME MANUFACTURER.			
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE			⚡

PROVIDE CONTINUOUS HINGE IVES 027XY AT 2" THICK DOOR  
REFERENCE CARD READER AT DOOR #101

OPERATION:

DOOR IS NORMALLY LATCHED AND SECURED

DOOR MAY REMAIN UNLOCKED ON A SCHEDULE

PRESENTING VALID CREDENTIAL TEMPORARILY RELEASES STRIKE FOR ENTRY WHEN DOOR  
IS LOCKED

DOOR IS SECURED UPON LOSS OF POWER TO THE STRIKE







FREE EGRESS AT ALL TIMES

Hardware Group No. A03

For use on Door #(s):

104B

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	REMOVABLE MULLION	4854B STAB (VERIFY FINISH MATCHES STOREFRONT)		622	VON
1	EA	ELECTRIC STRIKE	9600 FSE 12/24VDC	 ⚡	630	HES
1	EA	SURF. AUTO OPERATOR	4642 TBWMS 120 VAC	 ⚡	689	LCN
1	EA	ACTUATOR, TOUCHLESS	8310-813		BLK	LCN
1	EA	ACTUATOR, TOUCHLESS	8310-813J		BLK	LCN
1	EA	MULLION SEAL	8780NBK PSA		BK	ZER
1	EA	CREDENTIAL READER	BY DIVISION 28.	⚡		
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE	⚡		
	EA	BALANCE HARDWARE	REUSE EXISTING			

OPERATION:

DOOR IS NORMALLY UNLOCKED DURING SCHOOL HOURS; AND LOCKED AFTER HOURS  
PRESENTING VALID CREDENTIAL TEMPORARILY RELEASES STRIKE FOR ENTRY WHEN DOOR  
IS LOCKED

EXTERIOR ACTUATOR IS CONTROLLED THROUGH ACCESS CONTROL SYSTEM; INTERIOR IS  
ALWAYS ACTIVE


DOOR IS SECURED UPON LOSS OF POWER TO THE STRIKE  
FREE EGRESS AT ALL TIMES

Hardware Group No. A04

For use on Door #(s):

104A

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	ELECTRIC STRIKE	9600 FSE 12/24VDC	 ⚡	630	HES
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE	⚡		
	EA	BALANCE HARDWARE	REUSE EXISTING			

REFERENCE CARD READER AT DOOR #104B

OPERATION:

DOOR IS NORMALLY UNLOCKED DURING SCHOOL HOURS; AND LOCKED AFTER HOURS  
PRESENTING VALID CREDENTIAL TEMPORARILY RELEASES STRIKE FOR ENTRY WHEN DOOR  
IS LOCKED

DOOR IS SECURED UPON LOSS OF POWER TO THE STRIKE  
FREE EGRESS AT ALL TIMES

Hardware Group No. A05

For use on Door #(s):

105B

Provide each door(s) with the following:




QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
	EA	ALL HARDWARE	REUSE EXISTING			

Hardware Group No. A06

For use on Door #(s):

105A

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	REMOVABLE MULLION	4854B STAB (VERIFY FINISH MATCHES STOREFRONT)		622	VON
1	EA	ELECTRIC STRIKE	9600 FSE 12/24VDC	 ⚡	630	HES
1	EA	MULLION SEAL	8780NBK PSA		BK	ZER
1	EA	CREDENTIAL READER	BY DIVISION 28.	⚡		
1	EA	REMOTE RELEASE BUTTON	BY DIVISION 28.	⚡		
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE	⚡		
	EA	BALANCE HARDWARE	REUSE EXISTING			

OPERATION:

DOOR IS NORMALLY LATCHED AND SECURED

PRESENTING VALID CREDENTIAL, OR PUSHING REMOTE RELEASE BUTTON TEMPORARILY  
RELEASES STRIKE FOR ENTRY



DOOR IS SECURED UPON LOSS OF POWER TO THE STRIKE  
FREE EGRESS AT ALL TIMES

Hardware Group No. A07

For use on Door #(s):

105E 105F

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	DBL CYL COMM LOCK	ND72P6 RHO XN12-003 X F KEYWAY		626	SCH
1	EA	ELECTRIC STRIKE	8000C 12/24 VDC		⚡ 630	HES
2	EA	CREDENTIAL READER	BY DIVISION 28.		⚡	
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE		⚡	
	EA	BALANCE HARDWARE	REUSE EXISTING			

OPERATION:

DOOR IS NORMALLY UNLOCKED AT HALL SIDE DURING SCHOOL HOURS AND LOCKED AFTER HOURS WITH A KEY

DOOR IS ALWAYS LOCKED AT OFFICE SIDE

PRESENTING VALID CREDENTIAL FROM EITHER SIDE OF THE DOOR TEMPORARILY RELEASES STRIKE FOR ENTRY OR EXIT WHEN DOOR IS LOCKED


DOOR IS LATCHED UPON LOSS OF POWER TO THE STRIKE

Hardware Group No. A08

For use on Door #(s):

104D

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	DBL CYL COMM LOCK	ND72P6 RHO XN12-003 X F KEYWAY		626	SCH
1	EA	CREDENTIAL READER	BY DIVISION 28.		⚡	
1	EA	REMOTE RELEASE BUTTON	BY DIVISION 28.		⚡	
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE		⚡	
	EA	BALANCE HARDWARE	REUSE EXISTING			

OPERATION:

DOOR IS NORMALLY UNLOCKED AT HALL SIDE DURING SCHOOL HOURS AND LOCKED AFTER HOURS WITH A KEY

DOOR IS ALWAYS LOCKED AT OFFICE SIDE

PRESENTING VALID CREDENTIAL FROM EITHER SIDE OF THE DOOR, OR PUSHING REMOTE FROM OFFICE RELEASE BUTTON TEMPORARILY RELEASES STRIKE FOR ENTRY OR EXIT WHEN DOOR IS LOCKED






DOOR IS LATCHED UPON LOSS OF POWER TO THE STRIKE

Hardware Group No. A09

For use on Door #(s):

104C                      105C

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	CONT. HINGE	112XY (VERIFY FINISH MATCHES STOREFRONT)		711	IVE
1	EA	DBL CYL COMM LOCK	ND72P6 RHO XN12-003 X F KEYWAY		626	SCH
1	EA	ELECTRIC STRIKE	8000C 12/24 VDC	 ⚡	630	HES
1	EA	OH STOP	100S ADJ		630	GLY
1	EA	SURFACE CLOSER	4040XP EDAW/62G		689	LCN
1	EA	DROP PLATE AND ACCESSORIES	PROVIDE AS NECESSARY		689	
1	EA	WEATHERSTRIPPING	BY ALUMINUM DOOR/FRAME MANUFACTURER.			
2	EA	CREDENTIAL READER	BY DIVISION 28.	⚡		
1	EA	REMOTE RELEASE BUTTON	BY DIVISION 28.	⚡		
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE	⚡		

PROVIDE CONTINUOUS HINGE IVES 027XY AT 2" THICK DOOR

OPERATION:

DOOR IS NORMALLY UNLOCKED AT HALL SIDE DURING SCHOOL HOURS AND LOCKED AFTER HOURS WITH A KEY

DOOR IS ALWAYS LOCKED AT OFFICE SIDE

PRESENTING VALID CREDENTIAL FROM EITHER SIDE OF THE DOOR, OR PUSHING REMOTE RELEASE BUTTON FROM OFFICE TEMPORARILY RELEASES STRIKE FOR ENTRY OR EXIT WHEN DOOR IS LOCKED




DOOR IS LATCHED UPON LOSS OF POWER TO THE STRIKE

Hardware Group No. A10

For use on Door #(s):

105D

Provide each door(s) with the following:

QTY		DESCRIPTION	CATALOG NUMBER		FINISH	MFR
1	EA	DBL CYL COMM LOCK	ND72P6 RHO XN12-003 X F KEYWAY		626	SCH
1	EA	CREDENTIAL READER	BY DIVISION 28.			
1	EA	LOW VOLTAGE POWER	BY LOW VOLTAGE			
	EA	BALANCE HARDWARE	REUSE EXISTING			

OPERATION:

DOOR IS NORMALLY UNLOCKED AT HALL SIDE DURING SCHOOL HOURS AND LOCKED AFTER HOURS WITH A KEY

DOOR IS ALWAYS LOCKED AT OFFICE SIDE

PRESENTING VALID CREDENTIAL FROM EITHER SIDE OF THE DOOR TEMPORARILY RELEASES STRIKE FOR ENTRY OR EXIT WHEN DOOR IS LOCKED

DOOR IS LATCHED UPON LOSS OF POWER TO THE STRIKE

END OF SECTION 08 7100

## SECTION 08 8000 - GLAZING

### 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 glazing for the following products and applications, including those specified in other Sections where glazing requirements are specified by reference to this Section:
  - 1. Doors.
  - 2. Interior borrowed lites.
  - 3. Spandrel glass.
  - 4. Storefront framing.
- B. Related Sections include the following:
  - 1. Section 08 1416 "Flush Wood Doors".
  - 2. Section 08 4113 "Aluminum-Framed Entrances and Storefronts".

#### 1.3 DEFINITIONS

- A. Manufacturers of Glass Products: Firms that produce primary glass, fabricated glass, or both, as defined in referenced glazing publications.
- B. Glass Thicknesses: Indicated by thickness designations in millimeters according to ASTM C 1036.
- C. Interspace: Space between lites of an insulating-glass unit that contains dehydrated air or a specified gas.
- D. Deterioration of Coated Glass: Defects developed from normal use that are attributed to the manufacturing process and not to causes other than glass breakage and practices for maintaining and cleaning coated glass contrary to manufacturer's written instructions. Defects include peeling, cracking, and other indications of deterioration in metallic coating.
- E. Deterioration of Insulating Glass: Failure of hermetic seal under normal use that is attributed to the manufacturing process and not to causes other than glass breakage and practices for maintaining and cleaning insulating glass contrary to manufacturer's written instructions. Evidence of failure is the obstruction of vision by dust, moisture, or film on interior surfaces of glass.
- F. Deterioration of Laminated Glass: Defects developed from normal use that are attributed to the manufacturing process and not to causes other than glass breakage and practices for maintaining and cleaning laminated glass contrary to manufacturer's written instructions. Defects include edge separation, delamination materially obstructing vision through glass, and blemishes exceeding those allowed by referenced laminated-glass standard.

#### 1.4 PERFORMANCE REQUIREMENTS

- A. General: Provide glazing systems capable of withstanding normal thermal movement and wind and impact loads (where applicable) without failure, including loss or glass breakage attributable to the following: defective manufacture, fabrication, and installation; failure of sealants or gaskets to remain watertight and airtight; deterioration of glazing materials; or other defects in construction.
- B. Glass Design: Glass thickness designations indicated are minimums and are for detailing only. Confirm glass thicknesses by analyzing Project loads and in-service conditions. Provide glass lites in the thickness designations indicated for various size openings, but not less than thicknesses and in strengths (annealed or heat treated) required to meet or exceed the following criteria:
  - 1. Glass Thicknesses: Select minimum glass thicknesses to comply with ASTM E 1300, according to the following requirements:
    - a. Specified Design Wind Loads: As indicated on Drawings.
    - b. Probability of Breakage for Vertical Glazing: 8 lites per 1000 for lites set vertically or not more than 15 degrees off vertical and under wind action.
      - 1) Load Duration: 3 seconds.
- C. Thermal Movements: Provide glazing that allows for thermal movements resulting from the following maximum change (range) in ambient and surface temperatures acting on glass framing members and glazing components. Base engineering calculation on surface temperatures of materials due to both solar heat gain and nighttime-sky heat loss.
  - 1. Temperature Change (Range): 120 deg F, ambient; 180 deg F, material surfaces.
- D. Thermal and Optical Performance Properties: Provide glass with performance properties specified based on manufacturer's published test data, as determined according to procedures indicated below:
  - 1. For monolithic-glass lites, properties are based on units with lites 6.0 mm thick.
  - 2. For laminated-glass lites, properties are based on products of construction indicated.
  - 3. For insulating-glass units, properties are based on units of thickness indicated for overall unit and for each lite.
  - 4. U-Factors: Center-of-glazing values, according to NFRC 100 and based on LBL's WINDOW 5.2 computer program, expressed as Btu/sq. ft. x h x deg F.
  - 5. Solar Heat-Gain Coefficient and Visible Transmittance: Center-of-glazing values, according to NFRC 200 and based on LBL's WINDOW 5.2 computer program.
  - 6. Visible Reflectance: Center-of-glazing values, according to NFRC 300.

#### 1.5 SUBMITTALS

- A. Product Data: For each glass product and glazing material indicated.
- B. Product Test Listings: From a qualified testing agency indicating fire-rated glass complies with requirements, based on comprehensive testing of current product.
- C. Samples: For the following products, in the form of 12-inch square Samples for glass.
  - 1. Glass for each designation indicated.
  - 2. For each color (except black) of exposed glazing sealant indicated.



- D. Glazing Schedule: Use same designations indicated on Drawings for glazed openings in preparing a schedule listing glass types and thicknesses for each size opening and location.
- E. Product Certificates: Signed by manufacturers of glass and glazing products certifying that products furnished comply with requirements.
  - 1. For solar-control low-e-coated glass, provide documentation demonstrating that manufacturer of coated glass is certified by coating manufacturer.

## 1.6 QUALITY ASSURANCE

- A. Manufacturer Qualifications for Insulating-Glass Units with Sputter-Coated, Low-E Coatings: A qualified insulating-glass manufacturer who is approved and certified by coated-glass manufacturer.
- B. Installer Qualifications: An experienced installer who has completed glazing similar in material, design, and extent to that indicated for this Project; whose work has resulted in glass installations with a record of successful in-service performance.
- C. Source Limitations for Glass: Obtain the following through one source from a single manufacturer for each glass type: clear float glass, laminated glass and insulating glass.
- D. Source Limitations for Glazing Accessories: Obtain glazing accessories through one source from a single manufacturer for each product and installation method indicated.
- E. Safety Glazing Products: Comply with testing requirements in 16 CFR 1201. No wire glass allowed.
  - 1. Subject to compliance with requirements, obtain safety glazing products permanently marked with certification label of the manufacturer acceptable to authorities having jurisdiction.
  - 2. Provide glazing that complies with 16 CFR 1201, Category II.
- F. Glazing Publications: Comply with published recommendations of glass product manufacturers and organizations below, unless more stringent requirements are indicated. Refer to these publications for glazing terms not otherwise defined in this Section or in referenced standards.
  - 1. GANA Publications: GANA's "Glazing Manual" and "Laminated Glazing Reference Manual."
  - 2. IGMA Publication for Insulating Glass: SIGMA TM-3000, "Glazing Guidelines for Sealed Insulating Glass Units."
- G. Insulating-Glass Certification Program: Permanently marked either on spacers or on at least one component lite of units with appropriate certification label of the following testing and inspecting agency:
  - 1. Insulating Glass Certification Council.
  - 2. Associated Laboratories, Inc.
- H. NFRC Certificate: Provide NFRC label certificate in compliance with 2009 IECC.

## 1.7 DELIVERY, STORAGE, AND HANDLING

- A. Protect glazing materials according to manufacturer's written instructions and as needed to prevent damage to glass and glazing materials from condensation, temperature changes, direct exposure to sun, or other causes.
- B. For insulating-glass units that will be exposed to substantial altitude changes, comply with insulating-glass manufacturer's written recommendations for venting and sealing to avoid hermetic seal ruptures.
- C. Maintain minimum and maximum temperature limits as recommended by manufacturers.

## 1.8 PROJECT CONDITIONS

- A. Environmental Limitations: Do not proceed with glazing when ambient and substrate temperature conditions are outside limits permitted by glazing material manufacturers and when glazing channel substrates are wet from rain, frost, condensation, or other causes.
  - 1. Do not install liquid glazing sealants when ambient and substrate temperature conditions are outside limits permitted by glazing sealant manufacturer or below 40 deg F.

## 1.9 WARRANTY

- A. Manufacturer's Special Warranty for Coated-Glass: Manufacturer's standard form, made out to Owner and signed by coated-glass manufacturer agreeing to replace coated-glass units that deteriorate as defined in "Definitions" Article, f.o.b. the nearest shipping point to Project site, within specified warranty period indicated below.
  - 1. Warranty Period: 10 years from date of manufacture.
- B. Manufacturer's Special Warranty on Laminated Glass: Manufacturer's standard form, made out to Owner and signed by laminated-glass manufacturer agreeing to replace laminated-glass units that deteriorate as defined in "Definitions" Article, f.o.b. the nearest shipping point to Project site, within specified warranty period indicated below.
  - 1. Warranty Period: Five years from date of Substantial Completion.
- C. Manufacturer's Special Warranty on Insulating Glass: Manufacturer's standard form, made out to Owner and signed by insulating-glass manufacturer agreeing to replace insulating-glass units that deteriorate as defined in "Definitions" Article, f.o.b. factory.
  - 1. Warranty Period: 10 years from date of manufacturer.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

- A. In other Part 2 articles where titles below introduce lists, the following requirements apply to product selection:
  - 1. Basis of Design Products: Subject to compliance with requirements, provide specified products or comparable products of a listed manufacturer.
  - 2. Substitutions: In accordance with Instructions to Bidders and Division 01 Section "Substitution Requirements."

## 2.2 GLASS PRODUCTS

- A. Annealed Float Glass: ASTM C 1036, Type I (transparent flat glass), Quality-Q3; of class indicated.
- B. Fully Tempered Float Glass: ASTM C 1048, Kind FT (fully tempered), Condition A (uncoated) unless otherwise indicated, Type I, Class 1 (clear) or Class 2 (tinted) as indicated, Quality-Q3.
  - 1. Fabrication Process: By horizontal (roller-hearth) process with roll-wave distortion parallel to bottom edge of glass as installed unless otherwise indicated.
  - 2. Roll Wave Maximum Distortion Tolerance: .003 inch target with .005 inch maximum peak to valley measurement.
  - 3. Bow and Warp Maximum Tolerance: 50 percent of the maximum allowed in ASTM C 1048.

## 2.3 GLAZING SEALANTS

- A. General: Provide products of type indicated, complying with the following requirements:
  - 1. Compatibility: Select glazing sealants that are compatible with one another and with other materials they will contact, including glass products, seals of insulating-glass units, and glazing channel substrates, under conditions of service and application, as demonstrated by sealant manufacturer based on testing and field experience.
  - 2. Suitability: Comply with sealant and glass manufacturers' written instructions for selecting glazing sealants suitable for applications indicated and for conditions existing at time of installation.
  - 3. VOC Content: For sealants used inside of the weatherproofing system, not more than 250 g/L when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
  - 4. Colors of Exposed Glazing Sealants: As selected by Architect from manufacturer's full range.
- B. Glazing Sealant: One part non-acidic moisture curing neutral-curing silicone glazing sealant complying with ASTM C 920 Class A, Type S, Grade NS, Class 100/50, Use NT.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Dow Corning Corporation; 790
    - b. GE Advanced Materials - Silicones; SilPruf LM SCS2700
    - c. Pecora Corporation; 890
    - d. Tremco Incorporated; Spectrem 1
  - 2. Applications: High movement joints at metal-to metal and glass to metal.
- C. Glazing Sealant: Neutral-curing silicone glazing sealant complying with ASTM C 920, Type S, Grade NS, Class 50, Use NT.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Dow Corning Corporation; 795
    - b. GE Advanced Materials -Silicones; SilPruf NB SCS9000 or SilPruf SCS2000
    - c. Pecora Corporation; 864
    - d. Tremco Incorporated; Spectrem 2
  - 2. Applications: General applications in glazing installation subject to high movement including perimeter; use non-staining formula at absorbent perimeter applications.

- D. Glazing Sealant: Neutral-curing silicone glazing sealant complying with ASTM C 920, Type S, Grade NS, Class 25, Use NT.
  - 1. Products: Subject to compliance with requirements, provide one of the following:
    - a. Dow Corning Corporation; 799
    - b. GE AdvancedMaterials-Silicones; UltraGlaze SSG4000 or UltraGlaze SSG4000AC
    - c. Tremco Incorporated; Proglaze SSG or Tremsil 600
  - 2. Applications: General applications in glazing installation including perimeter; use non-staining formula at absorbent perimeter applications.

#### 2.4 MISCELLANEOUS GLAZING MATERIALS

- A. General: Provide products of material, size, and shape complying with referenced glazing standard, requirements of manufacturers of glass and other glazing materials for application indicated, and with a proven record of compatibility with surfaces contacted in installation.
- B. Cleaners, Primers, and Sealers: Types recommended by sealant or gasket manufacturer.
- C. Setting Blocks: Elastomeric material with a Shore, Type A durometer hardness of 85, plus or minus 5.
- D. Spacers: Elastomeric blocks or continuous extrusions with a Shore, Type A durometer hardness required by glass manufacturer to maintain glass lites in place for installation indicated.
- E. Edge Blocks: Elastomeric material of hardness needed to limit glass lateral movement (side walking).
- F. Cylindrical Glazing Sealant Backing: ASTM C 1330, Type O (open-cell material), of size and density to control glazing sealant depth and otherwise produce optimum glazing sealant performance.

#### 2.5 FABRICATION OF GLAZING UNITS

- A. Fabricate glazing units in sizes required to glaze openings indicated for Project, with edge and face clearances, edge and surface conditions, and bite complying with written instructions of product manufacturer and referenced glazing publications, to comply with system performance requirements. All insulating glass shall be manufactured on a vertical insulating glass production line.
- B. Clean-cut or flat-grind vertical edges of butt-glazed monolithic lites in a manner that produces square edges with slight kerfs at junctions with outdoor and indoor faces.
- C. Grind smooth and polish exposed glass edges and corners.

#### 2.6 MONOLITHIC FLOAT-GLASS UNITS

- A. Glass Type MG#1: Clear annealed float glass.
  - 1. Minimum Thickness: 6 mm.
  - 2. Application: Glass units not subject to occupant contact.
- B. Glass Type MG#2: Clear fully tempered float glass.

1. Minimum Thickness: 6 mm.
2. Safety glazing label required.
3. Application: Interior glazing units unless otherwise indicated.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine framing glazing, with Installer present, for compliance with the following:
  1. Manufacturing and installation tolerances, including those for size, squareness, and offsets at corners.
  2. Presence and functioning of weep system.
  3. Minimum required face or edge clearances.
  4. Effective sealing between joints of glass-framing members.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Clean glazing channels and other framing members receiving glass immediately before glazing. Remove coatings not firmly bonded to substrates.

### 3.3 GLAZING, GENERAL

- A. Comply with combined written instructions of manufacturers of glass, sealants, gaskets, and other glazing materials, unless more stringent requirements are indicated, including those in referenced glazing publications.
- B. Glazing channel dimensions, as indicated on Drawings, provide necessary bite on glass, minimum edge and face clearances, and adequate sealant thicknesses, with reasonable tolerances. Adjust as required by Project conditions during installation.
- C. Protect glass edges from damage during handling and installation. Remove damaged glass from Project site and legally dispose of off Project site. Damaged glass is glass with edge damage or other imperfections that, when installed, could weaken glass and impair performance and appearance.
- D. Apply primers to joint surfaces where required for adhesion of sealants, as determined by preconstruction sealant-substrate testing.
- E. Install setting blocks in sill rabbets, sized and located to comply with referenced glazing publications, unless otherwise required by glass manufacturer. Set blocks in thin course of compatible sealant suitable for heel bead.
- F. Do not exceed edge pressures stipulated by glass manufacturers for installing glass lites.
- G. Provide spacers for glass lites where length plus width is larger than 50 inches (1270 mm) as follows:
  1. Locate spacers directly opposite each other on both inside and outside faces of glass. Install correct size and spacing to preserve required face clearances, unless gaskets are used that have demonstrated ability to maintain required face clearances and to comply with system performance requirements.

2. Provide 1/8-inch (3-mm) minimum bite of spacers on glass and use thickness equal to sealant width.
- H. Provide edge blocking where indicated or needed to prevent glass lites from moving sideways in glazing channel, as recommended in writing by glass manufacturer and according to requirements in referenced glazing publications.
- I. Set glass lites in each series with uniform pattern, draw, bow, and similar characteristics.
- J. Set glass lites with proper orientation so that coatings face exterior or interior as specified.

### 3.4 TAPE GLAZING

- A. Position tapes on fixed stops so that, when compressed by glass, their exposed edges are flush with or protrude slightly above sightline of stops.
- B. Install tapes continuously, but not necessarily in one continuous length. Do not stretch tapes to make them fit opening.
- C. Cover vertical framing joints by applying tapes to heads and sills first, then to jambs. Cover horizontal framing joints by applying tapes to jambs, then to heads and sills.
- D. Place joints in tapes at corners of opening with adjoining lengths butted together, not lapped. Seal joints in tapes with compatible sealant approved by tape manufacturer.
- E. Do not remove release paper from tape until right before each glazing unit is installed.
- F. Apply heel bead of elastomeric sealant.
- G. Center glass lites in openings on setting blocks, and press firmly against tape by inserting dense compression gaskets formed and installed to lock in place against faces of removable stops. Start gasket applications at corners and work toward centers of openings.
- H. Apply cap bead of elastomeric sealant over exposed edge of tape where fixed stop is indicated for exterior glazing.

### 3.5 GASKET GLAZING (DRY)

- A. Cut compression gaskets to lengths recommended by gasket manufacturer to fit openings exactly, with allowance for stretch during installation.
- B. Insert soft compression gasket between glass and frame or fixed stop so it is securely in place with joints miter cut and bonded together at corners.
- C. Installation with Pressure-Glazing Stops: Center glass lites in openings on setting blocks, and press firmly against soft compression gasket. Install dense compression gaskets and pressure-glazing stops, applying pressure uniformly to compression gaskets. Compress gaskets to produce a weathertight seal without developing bending stresses in glass. Seal gasket joints with sealant recommended by gasket manufacturer.
- D. Install gaskets so they protrude past face of glazing stops.

### 3.6 SEALANT GLAZING (WET)

- A. Install continuous spacers, or spacers combined with cylindrical sealant backing, between glass lites and glazing stops to maintain glass face clearances and to prevent sealant from extruding into glass channel and blocking weep systems until sealants cure. Secure spacers or spacers and backings in place and in position to control depth of installed sealant relative to edge clearance for optimum sealant performance.
- B. Force sealants into glazing channels to eliminate voids and to ensure complete wetting or bond of sealant to glass and channel surfaces.
- C. Tool exposed surfaces of sealants to provide a substantial wash away from glass.

### 3.7 CLEANING AND PROTECTION

- A. Protect exterior glass from damage immediately after installation by attaching crossed streamers to framing held away from glass. Do not apply markers to glass surface. Remove nonpermanent labels, and clean surfaces.
- B. Protect glass from contact with contaminating substances resulting from construction operations, including weld splatter. If, despite such protection, contaminating substances do come into contact with glass, remove substances immediately as recommended by glass manufacturer.
- C. Examine glass surfaces adjacent to or below exterior concrete and other masonry surfaces at frequent intervals during construction, but not less than once a month, for buildup of dirt, scum, alkaline deposits, or stains; remove as recommended in writing by glass manufacturer.
- D. Remove and replace glass that is broken, chipped, cracked, or abraded or that is damaged from natural causes, accidents, and vandalism, during construction period.
- E. Wash glass on both exposed surfaces in each area of Project not more than four days before date scheduled for inspections that establish date of Substantial Completion. Wash glass as recommended in writing by glass manufacturer.

END OF SECTION 08 8000

DIVISION 09 – FINISHES

09 2216	NON-STRUCTURAL METAL FRAMING
09 2900	GYPSUM BOARD
09 9124	INTERIOR PAINTING



## SECTION 09 2216 - NON-STRUCTURAL METAL FRAMING

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Non-load-bearing steel framing systems for interior partitions.
  - 2. Suspension systems for interior ceilings and soffits.
  - 3. Grid suspension systems for gypsum board ceilings.
- B. Related Requirements:
  - 1. Section 05 4000 "Cold-Formed Metal Framing" for exterior and interior load-bearing and exterior non-load-bearing wall studs and floor joists.

#### 1.2 INFORMATIONAL SUBMITTALS

- A. Product Certificates: For each type of code-compliance certification for studs and tracks.
- B. Evaluation Reports: For embossed, high-strength steel studs and tracks firestop tracks, from ICC-ES or other qualified testing agency acceptable to authorities having jurisdiction.

#### 1.3 DELIVERY, STORAGE, AND HANDLING

- A. Notify manufacturer of damaged materials received prior to installation.
- B. Deliver materials in manufacturer's original, unopened, undamaged containers with identification labels intact.
- C. Protect cold-formed metal framing from corrosion, deformation, and other damage during delivery, storage, and handling as required by AISI S202, "Code of Standard Practice for Cold-Formed Steel Structural Framing."

### PART 2 - PRODUCTS

#### 2.1 PERFORMANCE REQUIREMENTS

- A. 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 E119 by an independent testing agency.
- B. Design framing systems in accordance with AISI S220, "North American Specification for the Design of Cold-Formed Steel Framing - Nonstructural Members," unless otherwise indicated.
- C. Design Loads: As indicated on architectural Drawings or **5 lbf/sq. ft.** minimum as required by the IBC.

#### 2.2 FRAMING SYSTEMS

- A. Framing Members, General: Comply with AISI S220 for conditions indicated.
  - 1. Steel Sheet Components: Comply with AISI S220 requirements for metal unless otherwise indicated.

2. Protective Coating: Comply with AISI S220; ASTM A653/A653M, G40; or coating with equivalent corrosion resistance. Galvannealed products are unacceptable.
    - a. Coating demonstrates equivalent corrosion resistance with an evaluation report acceptable to authorities having jurisdiction.
- B. Studs and Track: AISI S220.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CEMCO; California Expanded Metal Products Co.
    - b. ClarkDietrich.
    - c. Jaimes Industries.
    - d. MBA Building Supplies.
    - e. SCAFCO Steel Stud Company.
  2. Minimum Base-Steel Thickness: 0.0329 inch.
  3. Depth: As indicated on Drawings.
- C. Slip-Type Head Joints: Where indicated, provide one of the following:
1. Single Long-Leg Track System: ASTM C645 top track with 2-inch- deep flanges in thickness not less than indicated for studs, installed with studs friction fit into top track and with continuous bridging located within 12 inches of the top of studs to provide lateral bracing.
  2. Double-Track System: ASTM C645 top outer tracks, inside track with 2-inch- deep flanges in thickness not less than indicated for studs and fastened to studs, and outer track sized to friction-fit over inner track.
  3. Deflection Track: Steel sheet top track manufactured to prevent cracking of finishes applied to interior partition framing resulting from deflection of structure above; in thickness not less than indicated for studs and in width to accommodate depth of studs.
    - a. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
      - 1) CEMCO; California Expanded Metal Products Co.
      - 2) ClarkDietrich.
      - 3) MBA Building Supplies.
      - 4) SCAFCO Steel Stud Company.
- D. Firestop Tracks: Top track 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. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. CEMCO; California Expanded Metal Products Co.
    - b. ClarkDietrich.
    - c. Fire Trak Corp.
    - d. SCAFCO Steel Stud Company.
- E. Flat Strap and Backing Plate: Steel sheet for blocking and bracing in length and width indicated.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. ClarkDietrich.
    - b. MBA Building Supplies.
    - c. MRI Steel Framing, LLC.
    - d. SCAFCO Steel Stud Company.
  2. Minimum Base-Steel Thickness: 0.0329 inch.
- F. Cold-Rolled Channel Bridging: Steel, 0.0538-inch minimum base-steel thickness, with minimum 1/2-inch- wide flanges.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. ClarkDietrich.
    - b. MBA Building Supplies.
    - c. SCAFCO Steel Stud Company.
  2. Depth: **1-1/2 inches**.
  3. Clip Angle: Not less than **1-1/2 by 1-1/2 inches, 0.068-inch-** thick, galvanized steel.
- G. Hat-Shaped, Rigid Furring Channels: ASTM C645.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. ClarkDietrich.
    - b. Jaimes Industries.
    - c. MBA Building Supplies.
    - d. SCAFCO Steel Stud Company.
  2. Minimum Base-Steel Thickness: **0.0329 inch**.
  3. Depth: **7/8 inch**.
- H. Resilient Furring Channels: **1/2-inch-** deep, steel sheet members designed to reduce sound transmission.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. ClarkDietrich.
    - b. MBA Building Supplies.
    - c. SCAFCO Steel Stud Company.
  2. Configuration: Asymmetrical or hat shaped.
- I. 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 A641/A641M, Class 1 zinc coating, soft temper, **0.062-inch-** diameter wire, or double strand of **0.048-inch-** diameter wire.
- J. Z-Shaped Furring: With slotted or nonslotted web, face flange of **1-1/4 inches**, wall attachment flange of **7/8 inch**, minimum uncoated-steel thickness of **0.0179 inch**, and depth required to fit insulation thickness indicated.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. ClarkDietrich.
    - b. MBA Building Supplies.
    - c. SCAFCO Steel Stud Company.

## 2.3 SUSPENSION SYSTEMS

- A. Tie Wire: ASTM A641/A641M, Class 1 zinc coating, soft temper, **0.062-inch-** diameter wire, or double strand of **0.048-inch-** diameter wire.
- B. Wire Hangers: ASTM A641/A641M, Class 1 zinc coating, soft temper, **0.16 inch** in diameter.
- C. Flat Hangers: Steel sheet, **1 by 3/16 inch** by length indicated.
- D. Carrying Channels (Main Runners): Cold-rolled, commercial-steel sheet with a base-steel thickness of **0.0538 inch** and minimum **1/2-inch-** wide flanges.

1. Depth: 2 inches.
- E. Furring Channels (Furring Members):
1. Cold-Rolled Channels: 0.0538-inch uncoated-steel thickness, with minimum 1/2-inch- wide flanges, 3/4 inch deep.
  2. Steel Studs and Tracks: ASTM C645.
    - a. Minimum Base-Steel Thickness: 0.0329 inch.
    - b. Depth: As indicated on Drawings.
  3. Hat-Shaped, Rigid Furring Channels: ASTM C645, 7/8 inch deep.
    - a. Minimum Base-Steel Thickness: 0.0329 inch.
  4. Resilient Furring Channels: 1/2-inch- deep members designed to reduce sound transmission.
    - a. Configuration: Asymmetrical hat shaped.
- F. Grid Suspension System for Gypsum Board Ceilings: ASTM C645, direct-hung system composed of main beams and cross-furring members that interlock.
1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
    - a. Armstrong Ceiling & Wall Solutions.
    - b. Certainteed; SAINT-GOBAIN.
    - c. Rockfon; ROCKWOOL International.
    - d. USG Corporation.

## 2.4 AUXILIARY MATERIALS

- A. General: Provide auxiliary materials that comply with referenced installation standards.
1. Fasteners for Steel Framing: Of type, material, size, corrosion resistance, holding power, and other properties required to fasten steel members to substrates.
- B. Isolation Strip at Exterior Walls: Provide the following:
1. Foam Gasket: Adhesive-backed, closed-cell vinyl foam strips that allow fastener penetration without foam displacement, 1/8 inch thick, in width to suit steel stud size.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and substrates, with Installer present, and including welded hollow-metal frames, cast-in anchors, and structural framing, for compliance with requirements and other conditions affecting performance of the Work.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

- A. Suspended Assemblies: Coordinate installation of suspension systems with installation of overhead structure to ensure that inserts and other provisions for anchorages to building structure have been installed to receive hangers at spacing required to support the Work and that hangers will develop their full strength.
1. Furnish concrete inserts and other devices indicated to other trades for installation in advance of time needed for coordination and construction.
- B. Coordination with Sprayed Fire-Resistive Materials:
1. Before sprayed fire-resistive materials are applied, attach offset anchor plates or ceiling tracks to surfaces indicated to receive sprayed fire-resistive materials. Where offset anchor

- plates are required, provide continuous plates fastened to building structure not more than **24 inches** o.c.
2. After sprayed fire-resistive materials are applied, remove them only to extent necessary for installation of non-load-bearing steel framing. Do not reduce thickness of fire-resistive materials below that are required for fire-resistance ratings indicated. Protect adjacent fire-resistive materials from damage.

### 3.3 INSTALLATION, GENERAL

- A. Installation Standard: ASTM C754.
  1. Gypsum Plaster Assemblies: Also comply with requirements in ASTM C841 that apply to framing installation.
  2. Portland Cement Plaster Assemblies: Also comply with requirements in ASTM C1063 that apply to framing installation.
  3. Gypsum Veneer Plaster Assemblies: Also comply with requirements in ASTM C844 that apply to framing installation.
  4. Gypsum Board Assemblies: Also comply with requirements in ASTM C840 that apply to framing installation.
- B. Install framing and accessories plumb, square, and true to line, with connections securely fastened.
- C. Install supplementary framing, and blocking to support fixtures, equipment services, heavy trim, grab bars, toilet accessories, furnishings, or similar construction.
- D. Install bracing at terminations in assemblies.
- E. Do not bridge building control and expansion joints with non-load-bearing steel framing members. Frame both sides of joints independently.

### 3.4 INSTALLING FRAMED ASSEMBLIES

- A. Install framing system components according to spacings indicated, but not greater than spacings required by referenced installation standards for assembly types.
  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 at floors and overhead supports. Extend framing full height to structural supports or substrates above suspended ceilings except where partitions are indicated to terminate at suspended ceilings. Continue framing around ducts that penetrate partitions above ceiling.
  1. Slip-Type Head Joints: Where framing extends to overhead structural supports, install to produce joints at tops of framing systems that prevent axial loading of finished assemblies.
  2. Door Openings: Screw vertical studs at jambs to jamb anchor clips on door frames; install track section (for cripple studs) at head and secure to jamb studs.
    - a. Install two studs at each jamb unless otherwise indicated.
    - b. Install cripple studs at head adjacent to each jamb stud, with a minimum **1/2-inch** clearance from jamb stud to allow for installation of control joint in finished assembly.
    - c. Extend jamb studs through suspended ceilings and attach to underside of overhead structure.

3. Other Framed Openings: Frame openings other than door openings the same as required for door openings unless otherwise indicated. Install framing below sills of openings to match framing required above door heads.
  4. 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 07 2100 "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.

### 3.5 INSTALLING CEILING SUSPENSION SYSTEMS

- A. Install suspension system components according to spacings indicated, but not greater than spacings required by referenced installation standards for assembly types.
1. Hangers: **48 inches** o.c.
  2. Carrying Channels (Main Runners): **48 inches** o.c.
  3. Furring Channels (Furring Members): **16 inches** o.c.
- B. Isolate suspension systems from building structure where they abut or are penetrated by building structure to prevent transfer of loading imposed by structural movement.
- C. Suspend hangers from building structure as follows:
1. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum that are not part of supporting structural or suspension system.
    - a. Splay hangers only where required to miss obstructions and offset resulting horizontal forces by bracing, countersplaying, or other equally effective means.
  2. Where width of ducts and other construction within ceiling plenum produces hanger spacings that interfere with locations of hangers required to support standard suspension system members, install supplemental suspension members and hangers in the form of trapezes or equivalent devices.
    - a. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced installation standards.
  3. Wire Hangers: Secure by looping and wire tying, either directly to structures or to inserts, eye screws, or other devices and fasteners that are secure and appropriate for substrate, and in a manner that will not cause hangers to deteriorate or otherwise fail.
  4. Flat Hangers: Secure to structure, including intermediate framing members, by attaching to inserts, eye screws, or other devices and fasteners that are secure and appropriate for

structure and hanger, and in a manner that will not cause hangers to deteriorate or otherwise fail.

5. Do not attach hangers to steel roof deck.
6. Do not attach hangers to permanent metal forms. Furnish cast-in-place hanger inserts that extend through forms.
7. Do not attach hangers to rolled-in hanger tabs of composite steel floor deck.
8. Do not connect or suspend steel framing from ducts, pipes, or conduit.

D. Fire-Resistance-Rated Assemblies: Wire tie furring channels to supports.

E. Grid Suspension Systems: Attach perimeter wall track or angle where grid suspension systems meet vertical surfaces. Mechanically join main beam and cross-furring members to each other and butt-cut to fit into wall track.

F. Installation Tolerances: Install suspension systems that are level to within **1/8 inch in 12 feet** measured lengthwise on each member that will receive finishes and transversely between parallel members that will receive finishes.

END OF SECTION 09 2216

## SECTION 09 2900 - GYPSUM BOARD

### PART 1 - GENERAL

#### 1.1 SUMMARY

- A. Section Includes:
  - 1. Interior gypsum board.
- B. Related Requirements:
  - 1. Section 09 2216 "Non-Structural Metal Framing" for non-structural steel framing and suspension systems that support gypsum board panels.
  - 2. Section 09 9124 "Interior Painting".

#### 1.2 ACTION SUBMITTALS

- A. Product Data: For the following:
  - 1. Gypsum board, Type X.
  - 2. Interior trim.
  - 3. Aluminum trim.
  - 4. Joint treatment materials.
- B. Samples: For the following products:
  - 1. Trim Accessories: Full-size Sample in **12-inch-** long length for each 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 SOURCE LIMITATIONS

- A. Obtain each type of gypsum panel and joint finishing material from single source with resources to provide products of consistent quality in appearance and physical properties.



## 2.2 GYPSUM BOARD, GENERAL

- A. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

## 2.3 INTERIOR GYPSUM BOARD

- A. Gypsum Board, Type X: ASTM C1396/C1396M.
  - 1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. American Gypsum.
    - b. Certainteed; SAINT-GOBAIN.
    - c. Georgia-Pacific Gypsum LLC.
    - d. National Gypsum Company.
    - e. USG Corporation.
  - 2. Thickness: **5/8 inch**.
  - 3. Long Edges: Tapered.

## 2.4 TRIM ACCESSORIES

- A. Interior Trim: ASTM C1047.
  - 1. Material: Galvanized or aluminum-coated steel sheet or rolled zinc.
  - 2. Shapes:
    - a. Cornerbead.
    - b. LC-Bead: J-shaped; exposed long flange receives joint compound.
    - c. L-Bead: L-shaped; exposed long flange receives joint compound.
    - d. U-Bead: J-shaped; exposed short flange does not receive joint compound.
    - e. Expansion (control) joint.
    - f. Curved-Edge Cornerbead: With notched or flexible flanges.
- B. Aluminum Trim: Extruded accessories of profiles and dimensions indicated.
  - 1. **Manufacturers:** Subject to compliance with requirements, provide products by one of the following:
    - a. Fry Reglet Corporation.
    - b. Gordon Inc.
    - c. Pittcon Industries.
    - d. Tamlyn.
  - 2. Aluminum: Alloy and temper with not less than the strength and durability properties of **ASTM B221**, Alloy 6063-T5.
  - 3. Finish: Corrosion-resistant primer compatible with joint compound and finish materials specified.

## 2.5 JOINT TREATMENT MATERIALS

- A. General: Comply with ASTM C475/C475M.
- B. Joint Tape:
  - 1. Interior Gypsum Board: Paper.
- C. Joint Compound for Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.
  - 1. Prefilling: At open joints, rounded or beveled panel edges, and damaged surface areas, use setting-type taping compound.
  - 2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use setting-type taping compound.

- a. Use setting-type compound for installing paper-faced metal trim accessories.
3. Fill Coat: For second coat, use drying-type, all-purpose compound.
4. Finish Coat: For third coat, use drying-type, all-purpose compound.

## 2.6 AUXILIARY MATERIALS

- A. Provide auxiliary materials that comply with referenced installation standards and manufacturer's written instructions.
- B. 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.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

- A. Examine areas and substrates including welded hollow-metal frames and support framing, with Installer present, for compliance with requirements and other conditions affecting performance of the Work.
- B. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 INSTALLATION AND FINISHING OF PANELS, GENERAL

- A. Comply with ASTM C840.
- B. Install ceiling panels across framing to minimize the number of abutting end joints and to avoid abutting end joints in central area of each ceiling. Stagger abutting end joints of adjacent panels not less than one framing member.
- C. Install panels with face side out. Butt panels together for a light contact at edges and ends with not more than **1/16 inch** of open space between panels. Do not force into place.
- D. Locate edge and end joints over supports, except in ceiling applications where intermediate supports or gypsum board back-blocking is provided behind end joints. Do not place tapered edges against cut edges or ends. Stagger vertical joints on opposite sides of partitions. Do not make joints other than control joints at corners of framed openings.
- E. Form control and expansion joints with space between edges of adjoining gypsum panels.

- F. Cover both faces of support framing with gypsum panels in concealed spaces (above ceilings, etc.), except in chases braced internally.
  - 1. Unless concealed application is indicated or required for sound, fire, air, or smoke ratings, coverage may be accomplished with scraps of not less than **8 sq. ft.** in area.
  - 2. Fit gypsum panels around ducts, pipes, and conduits.
  - 3. Where partitions intersect structural members projecting below underside of floor/roof slabs and decks, cut gypsum panels to fit profile formed by structural members; allow **1/4- to 3/8-inch-** wide joints to install sealant.
- G. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments. Provide **1/4- to 1/2-inch-** wide spaces at these locations and trim edges with edge trim where edges of panels are exposed. Seal joints between edges and abutting structural surfaces with acoustical sealant.
- H. Attachment to Steel Framing: Attach panels so leading edge or end of each panel is attached to open (unsupported) edges of stud flanges first.
- I. STC-Rated Assemblies: Seal construction at perimeters, behind control joints, and at openings and penetrations with a continuous bead of acoustical sealant. Install acoustical sealant at both faces of partitions at perimeters and through penetrations. Comply with ASTM C919 and with manufacturer's written instructions for locating edge trim and closing off sound-flanking paths around or through assemblies, including sealing partitions above acoustical ceilings.
- J. Install sound attenuation blankets before installing gypsum panels unless blankets are readily installed after panels have been installed on one side.

### 3.3 INSTALLATION OF INTERIOR GYPSUM BOARD

- A. Install interior gypsum board in the following locations:
  - 1. Type X: As indicated on Drawings.
- 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 horizontally (perpendicular to framing) unless otherwise indicated or required by fire-resistance-rated assembly, and minimize end joints.
    - a. Stagger abutting end joints not less than one framing member in alternate courses of panels.
    - b. At stairwells and other high walls, install panels horizontally unless otherwise indicated or required by fire-resistance-rated assembly.
  - 3. On Z-shaped furring members, apply gypsum panels vertically (parallel to framing) with no end joints. Locate edge joints over furring members.
  - 4. Fastening Methods: Apply gypsum panels to supports with steel drill screws.
- C. Multilayer Application:
  - 1. On ceilings, apply gypsum board indicated for base layers before applying base layers on walls/partitions; apply face layers in same sequence. Apply base layers at right angles to framing members and offset face-layer joints one framing member, **16 inches** minimum, from parallel base-layer joints, unless otherwise indicated or required by fire-resistance-rated assembly.
  - 2. On partitions/walls, apply gypsum board indicated for base layers and face layers vertically (parallel to framing) with joints of base layers located over stud or furring member and face-layer joints offset at least one stud or furring member with base-layer joints unless otherwise indicated or required by fire-resistance-rated assembly. Stagger joints on opposite sides of partitions.

3. On Z-shaped furring members, apply base layer vertically (parallel to framing) and face layer either vertically (parallel to framing) or horizontally (perpendicular to framing) with vertical joints offset at least one furring member. Locate edge joints of base layer over furring members.
4. Fastening Methods: Fasten base layers and face layers separately to supports with 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. LC-Bead: Use at exposed panel edges.
  3. L-Bead: Use where indicated on Drawings.
  4. U-Bead: Use at exposed panel edges.
  5. Curved-Edge Cornerbead: Use at curved openings.
- D. Aluminum Trim: Install in locations indicated on Drawings.

### 3.5 FINISHING OF 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 4: At panel surfaces that will be exposed to view unless otherwise indicated.
    - a. Primer and its application to surfaces are specified in Section 09 9123 "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 09 2900

## SECTION 09 9123 - 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. This Section includes surface preparation and the application of paint systems on the following interior substrates:
  - 1. Gypsum board.
- B. Related Sections include the following:
  - 1. Section 07 9200 "Joint Sealants" for painting of sealant.
  - 2. Section 09 2900 "Gypsum Board" for painting of gypsum board.

#### 1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Samples for Initial Selection: For each type of topcoat product indicated.
- C. Samples for Verification: For each type of paint system and in each color and gloss of topcoat indicated.
  - 1. Submit Samples on rigid backing, 8 inches (200 mm) square.
  - 2. Step coats on Samples to show each coat required for system.
  - 3. Label each coat of each Sample.
  - 4. Label each Sample for location and application area.
- D. Product List: For each product indicated, include the following:
  - 1. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.

#### 1.4 QUALITY ASSURANCE

- A. MPI Standards:
  - 1. Products: Complying with MPI Standards.
- B. VOC Requirements:
  - 1. Products: Complying with VOC Requirements.
- C. Mockups: Apply benchmark samples of each paint system indicated and each color and finish selected to verify preliminary selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.

1. Architect will select one surface to represent surfaces and conditions for application of each paint system specified in Part 2 - Products.
  - a. Wall and Ceiling Surfaces: Provide sample draw down of 11" x 12".
  - b. Other Items: Architect will designate items or areas required.
2. Apply benchmark samples after permanent lighting and other environmental services have been activated.
3. Final approval of color selections will be based on benchmark samples.
  - a. If preliminary color selections are not approved, apply additional benchmark samples of additional colors selected by Architect at no added cost to Owner.

#### 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 (7 deg C).
  1. Maintain containers in clean condition, free of foreign materials and residue.
  2. Remove rags and waste from storage areas daily.

#### 1.6 PROJECT CONDITIONS

- A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F (10 and 35 deg C).
- B. Do not apply paints when relative humidity exceeds 85 percent; at temperatures less than 5 deg F (3 deg C) above the dew point; or to damp or wet surfaces.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following: (All paint materials are based on Comex, Gemini, and Sherwin-Williams).
  1. Benjamin Moore & Co.
  2. Columbia Paint & Coatings.
  3. Dunn-Edwards Corporation.
  4. Gemini.
  5. ICI Paints/PPG.
  6. Insl-x.
  7. Iowa Paint Manufacturing Company, Inc.
  8. Kwal Paint.
  9. Miller Paint.
  10. Porter Paints.
  11. Sherwin-Williams Company (The).

#### 2.2 PAINT, GENERAL

- A. Material Compatibility:
  1. Provide materials for use within each paint system that are 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, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.

B. Chemical Components of Field-Applied Interior Paints and Coatings: Provide topcoat paints and anti-corrosive and anti-rust paints applied to ferrous metals that comply with the following chemical restrictions; these requirements do not apply to paints and coatings that are applied in a fabrication or finishing shop:

1. Aromatic Compounds: Paints and coatings shall not contain more than 1.0 percent by weight of total aromatic compounds (hydrocarbon compounds containing one or more benzene rings).
2. Restricted Components: Paints and coatings shall not contain any of the following:
  - a. Acrolein.
  - b. Acrylonitrile.
  - c. Antimony.
  - d. Benzene.
  - e. Butyl benzyl phthalate.
  - f. Cadmium.
  - g. Di (2-ethylhexyl) phthalate.
  - h. Di-n-butyl phthalate.
  - i. Di-n-octyl phthalate.
  - j. 1,2-dichlorobenzene.
  - k. Diethyl phthalate.
  - l. Dimethyl phthalate.
  - m. Ethylbenzene.
  - n. Formaldehyde.
  - o. Hexavalent chromium.
  - p. Isophorone.
  - q. Lead.
  - r. Mercury.
  - s. Methyl ethyl ketone.
  - t. Methyl isobutyl ketone.
  - u. Methylene chloride.
  - v. Naphthalene.
  - w. Toluene (methylbenzene).
  - x. 1,1,1-trichloroethane.
  - y. Vinyl chloride.

C. Colors: As selected by Architect from manufacturer's full range.

1. Primer: One Coat, unless otherwise specified.
2. Finish: Two Coats of paint.
3. Paint Color Selection:
  - a. Field – One color.
  - b. Accent – Five colors.

## 2.3 PAINT, MATERIALS

A. All Gypsum Board and Exposed Concrete (Other Than Those Receiving Epoxy Paint) Shall Receive:

1. 1 Coat Sherwin-Williams B28W08000 PVA Interior Latex Primer & Sealer.
2. 2 Coats Comex C102 UltraTech Interior Latex Satin Enamel.

- B. All Hollow Metal Doors and Frames Shall Receive:
  - 1. Touch-up factory primer.
  - 2. 1 Coat Sherwin-Williams B66-310 Series Pro Industrial Pro-Cryl Universal Primer.
  - 3. 2 Coats Sherwin-Williams B66W01151 Pro Industrial DTM Acrylic Semi-Gloss Coating.

## 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 work.
- B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:
  - 1. Gypsum Board: 12 percent.
- C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.
- D. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.
  - 1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

### 3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates indicated.
- B. Remove plates, machined surfaces, and similar items already in place that 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.
  - 2. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.
- C. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.
  - 1. Remove incompatible primers and re-prime substrate with compatible primers as required to produce paint systems indicated.
- D. Gypsum Board Substrates: Do not begin paint application until finishing compound is dry and sanded smooth.

### 3.3 APPLICATION

- 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.
- B. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats to match color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.
  - C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
  - D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

### 3.4 FIELD QUALITY CONTROL

- A. Testing of Paint Materials: Owner reserves the right to invoke the following procedure at any time and as often as Owner deems necessary during the period when paints are being applied:
  1. Owner will engage the services of a qualified testing agency to sample paint materials being used. Samples of material delivered to Project site will be taken, identified, sealed, and certified in presence of Contractor.
  2. Testing agency will perform tests for compliance with product requirements.
  3. Owner may direct Contractor to stop applying paints if test results show materials being used do not comply with product requirements. Contractor shall remove noncomplying-paint materials from Project site, pay for testing, and repaint surfaces painted with rejected materials. Contractor will be required to remove rejected materials from previously painted surfaces if, on repainting with complying materials, the two paints are incompatible.

### 3.5 CLEANING AND PROTECTION

- A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
- 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.

END OF SECTION 09 9123

DIVISION 26 – ELECTRICAL

26 0500	ELECTRICAL GENERAL PROVISIONS
26 0502	ELECTRICAL SUBMITTALS AND O & M MANUALS
26 0507	ELECTRICAL CONNECTIONS FOR EQUIPMENT
26 0519	CONDUCTORS AND CABLES (600V AND BELOW)
26 0526	GROUNDING
26 0529	SUPPORTING DEVICES
26 0532	CONDUIT RACEWAYS
26 0533	ELECTRICAL BOXES AND FITTINGS
26 0553	ELECTRICAL IDENTIFICATION
26 4119	DEMOLITION

SECTION 26 0500 - ELECTRICAL GENERAL PROVISIONS

PART 1 – GENERAL

1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Architectural, Structural, Mechanical and other applicable documents are considered a part of the electrical documents insofar as they apply as if referred to in full.

1.2 DESCRIPTION OF WORK:

- A. The extent of electrical work is indicated on drawings and/or specified in Divisions 26, 27 and 28 sections of the specification. Provide all labor, materials, equipment, supervision and service necessary for a complete electrical system. Work includes, but is not necessarily limited to, the following items.

<u>ITEM</u>	<u>SECTION</u>
1. Electrical General Provisions	26 0500
2. Electrical Submittals O & M Manuals	26 0502
3. Electrical Connections for Equipment	26 0507
4. Conductors and Cables	26 0519
5. Grounding	26 0526
6. Supporting Devices	26 0529
7. Conduit Raceway	26 0532
8. Electrical Boxes and Fittings	26 0533
9. Electrical Identification	26 0553
10. Demolition	26 4119
11. Common Requirements for Security Systems	28 0501
12. Access Control System	28 2205
13. IP Video Surveillance System	28 2300
14. Fire Alarm and Detection System	28 3111

- B. Use of standard industry symbols together with the special symbols, notes, and instructions indicated on the drawings describe the work, materials, apparatus and systems required as a portion of this work.
- C. Visit the site during the bidding period to determine existing conditions affecting electrical and other work. All costs arising from site conditions and/or preparation shall be included in the base bid. No additional charges will be allowed due to inadequate site inspection.

1.3 DEFINITION OF TERMS:

- A. The following terms used in Divisions 26, 27 and 28 documents are defined as follows:
  - 1. "Provide": Means furnish, install and connect, unless otherwise indicated.
  - 2. "Furnish": Means purchase and deliver to project site.
  - 3. "Install": Means to physically install the items in-place.

4. "Connect": Means make final electrical connections for a complete operating piece of equipment.

1.4 RELATED SECTIONS:

- A. Consult all other sections, determine the extent and character of related work and properly coordinate work specified herein with that specified elsewhere to produce a complete installation.
- B. General and Supplementary Conditions: Drawings and general provisions of contract and Division 1 of the Specifications, apply to all Division 26, 27 and 28 sections.
- C. Earthwork:
  1. Provide trenching, backfilling, boring and soil compaction as required for the installation of underground conduit, buried cable, in-grade pull boxes, manholes, lighting pole foundations, etc. See Division 31, Sitework, and other portions of Divisions 26, 27 and 28, for material and installation requirements.
- D. Miscellaneous Metal Work:
  1. Provide fittings, brackets, backing, supports, rods, welding and pipe as required for support and bracing of raceways, lighting fixtures, panelboards, distribution boards, switchboards, motor controls centers, etc. See Division 5, Metals for material and installation requirements.
- E. Miscellaneous Lumber and Framing Work:
  1. Provide wood grounds, nailers, blocking, fasteners, and anchorage for support of electrical materials and equipment. See Division 6, Rough Carpentry for material and installation requirements.
- F. Moisture Protection:
  1. Provide membrane clamps, sheet metal flashing, counter flashing, caulking and sealants as required for waterproofing of conduit penetrations and sealing penetrations in or through fire walls, floors and ceiling slabs and foundation walls. All penetrations through vapor barriers at slabs on grade shall be taped and made vapor tight. See Division 7, Thermal and Moisture Protection for material and installation requirements.
- G. Access panels and doors:
  1. Provide in walls, ceiling, and floors for access to electrical devices and equipment. See Division 8, Doors and Windows for material and installation requirements.
- H. Painting:
  1. Provide surface preparation, priming and finish coating as required for electrical cabinets, exposed conduit, pull and junction boxes, poles, surface metal raceways, etc. See Division 9, Finishes for material and installation requirements.

1.5 WORK FURNISHED AND INSTALLED UNDER ANOTHER SECTION REQUIRING CONNECTIONS UNDER THIS SECTION:

- A. Provide electrical service, make requisite connections and perform operational test. Items furnished and installed under other sections and connected under this section, include but are not limited to the following:
  1. Electric motors.
  2. Package mechanical equipment: fans, fan coil units, pumps, boilers, duplex compressors, etc.
  3. Motorized dampers.

4. Fire and smoke dampers
5. Duct mounted smoke detectors.
6. Electric hardware.
7. Systems/Open Office Furniture.
8. Electric Chain Hoist.
9. Temperature control panels.
10. Fire Riser Connections.

1.6 ITEMS FURNISHED UNDER ANOTHER DIVISION, BUT INSTALLED AND CONNECTED UNDER THIS DIVISION:

- A. Items furnished under other Divisions, but turned over to Division 26 for installation and final connection include, but are not necessarily limited to, the following:
1. Wall mounted control stations for motorized roll-up doors/grills.
  2. Wall mounted control stations for motorized projection screens.
  3. Wall mounted control stations for electric chain hoist repair lift.

1.7 INTERPRETATION OF DRAWINGS AND SPECIFICATIONS:

- A. Before bidding, Contractor shall familiarize himself with the drawings, specifications and project site. Submit requests for clarification to Architect/Engineer in writing prior to issuance of final addendum. After signing the contract, the Contractor shall meet the intent, purpose, and function of the Contract Documents. Any costs of materials, labor and equipment arising therefrom, to make each system complete and operable, is the responsibility of the Contractor.

1.8 QUALITY ASSURANCE:

- A. Reference to codes, standards, specifications and recommendations of technical societies, trade organizations and governmental agencies refers to the latest edition of such publications adopted and published prior to submittal of the bid proposed, unless noted otherwise herein. Such codes or standards are considered a part of this specification as though fully repeated herein.
- B. When codes, standards, regulations, etc. allow work of lesser quality or extent than is specified under this Division, nothing in said codes shall be construed or inferred as reducing the quality, requirements or extent of the Drawings and Specifications. Perform work in accordance with applicable requirements of all governing codes, rules and regulations including the following minimum standards, whether statutory or not:
1. National Electric Code (NEC).
  2. International Building Code (IBC).
  3. International Fire Code (IFC).
  4. International Mechanical Code (IMC).
- C. Standards: Comply with the following standards where applicable for equipment and materials specified under this Division.
- |    |       |  |
|----|-------|--|
| 1. | UL    | Underwriters' Laboratories                     |
| 2. | ASTM  | American Society for Testing Materials         |
| 3. | CBN   | Certified Ballast Manufacturers                |
| 4. | IPCEA | Insulated Power Cable Engineers Association    |
| 5. | NEMA  | National Electrical Manufacturer's Association |
| 6. | ANSI  | American National Standards Institute          |

7. ETL Electrical Testing Laboratories

- D. All electrical apparatus furnished under this Section shall conform to (NEMA) standards and the NEC and bear the Underwriters' Laboratories (UL) label where such label is applicable.
- E. Comply with requirements of State and Local Ordinances. If a conflict occurs between these requirements and the Contract Documents, the most stringent requirements shall govern. The Contractor accepts this responsibility upon submitting his bid, and no extra charge will be allowed after the contract is awarded. This shall not be construed as relieving the Contractor from complying with any requirements of the Contract Documents that may be in excess of the aforementioned requirements, and not contrary to same.
- F. Obtain all permits, inspections, etc. required by authority having jurisdiction. Include all fees in bid. Furnish a certificate of approval to the Owner's Representative from the Inspection Authority at completion of the work.
- G. Employ only qualified craftsmen with at least three years of experience. Workmanship shall be neat, have a good mechanical appearance and conform to best electrical construction practices. Provide a competent superintendent to direct the work at all times. Any person found incompetent shall be discharged from the project and replaced by satisfactory personnel.
- H. Contractor shall have a current state contracting license applicable to type of work to be performed under this contract.
- I. Required Pre-Electrical Construction Meeting with Electrical Engineer: Electrical contractor/representative will be required to attend a pre-electrical construction meeting (approximately 30-60 minutes) with engineering representative in the electrical engineers office prior to electrical construction commencement. This meeting will address any questions on the part of the contractor and the expectations of the Engineer with regard to specifications, plans and site visits for both rough and finish electrical work.
- J. AV contractor shall attend the electrical pre-construction meeting per specification 26 0500.
  - 1. Electrical Contractor shall inform the AV Installer of pre-construction meeting. AV Contractor shall be in attendance at the pre-construction meeting.

1.9 CONSTRUCTION CHANGE ORDER PROPOSALS

- A. In the event that a submission of a change order is issued by the contractor, the following information will be required to be submitted by the contractor, prior to any consideration by the owner/architect.
  - a. Where project manager or project engineer work is required, the labor cost shall not exceed 2% of the electrical portion of the change order.
  - b. All equipment, including conduit and wire, shall be itemized, identifying unit costs and quantities of equipment. Distributor quotes shall accompany all change order requests. The distributor quotes shall include costs for all equipment including conduit and wire. Lot pricing for equipment is not acceptable.
  - c. The general contractor shall review and confirm that the quantity and costs of materials submitted appear reasonable for the scope proposed.
  - d. Labor units shall not exceed base NECA #1 standards. No adjustment factors shall be approved.

- e. Any research and labeling time, shall be the responsibility of the electrical contractor and shall not be included in the change order request.
- f. Any costs associated with the purchase of tools or transportation shall be fully itemized for review by architect/owner.
- g. Overtime rates shall only be approved where additional manpower cannot achieve the same result.
- h. Change order form shall follow the following format:
  - i. PCO number
  - ii. Detailed description of work being performed
  - iii. Location on project where work is performed
  - iv. Chosen NECA column
  - v. Identified material:
    - 1. QTY
    - 2. Unit cost
    - 3. Mark up
    - 4. Material total
  - vi. Identified labor:
    - 1. QTY
    - 2. Unit cost
    - 3. Composite labor rate
    - 4. Labor total

1.10 RECORD DRAWINGS:

- A. Maintain, on a daily basis, a complete set of "Record Drawings", reflecting an accurate record of work in accordance with the following:
  - 1. Show the complete routing and location of all feeders rated 100 amps and larger. Locate work buried below grade or under slab, work concealed above ceilings, and work in concealed spaces, dimensionally from fixed structural elements (not partition walls, etc.)
  - 2. Show the complete routing and location of all telecommunications conduits, systems raceways, and empty raceways, 1-1/4" and larger. Locate work buried below grade or under slab, work concealed above ceilings, and work in concealed spaces, dimensionally from fixed structural elements (not partition walls, etc.).
  - 3. Show all changes, deviations, addendum items, change orders, job instructions, etc., that change the work from that shown on the contract documents, including wall relocations, fixtures and device changes, branch circuiting changes, etc. Where locations of boxes, raceways, equipment, etc. are adjusted in the field to fit conditions, but such new locations may not be obvious by referring to the contract document, show new locations on the record drawings.
- B. At the discretion of the Architect/Engineer, the drawings will be reviewed on a periodic basis and used as a pre-requisite for progress payments. This requirement shall not be construed as authorization for the Contractor to make changes in the layout, or work without written authorization for such changes. The "Record Drawings" for daily recording shall consist of a set of blue line prints of the Contract Drawings.
- C. Upon completion of the work, purchase a complete set of electronic drawings. Transfer all "Record" information from the blue line prints to the drawings via the current CAD program that it was written. The Architect/Engineer shall review the drawings and the Contractor shall incorporate the resulting comments into the final record drawings. The Contractor shall make two complete copies of the drawings electronically and forward this to the Engineer.
- D. Certify the "Record Drawings" for correctness by placing and signing the following

certifications of the first sheet of the drawings:

"CERTIFIED CORRECT (3/8" high letters)

(Name of General Contractor)

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

(Name of Electrical Contractor)

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

1.11 GUARANTEE:

- A. Ensure that electrical system installed under this contract is in proper working order and in compliance with drawings, specifications, and/or authorized changes. Without additional charge, replace any work or materials that develop defect, except from ordinary wear and tear, within one year from the date of substantial completion. Exception: Incandescent and fluorescent lamps shall be guaranteed for a period of two months from the date of substantial completion.

1.12 OTHER:

- A. Right to Hire. "Client" agrees that during the project and for a period of twenty four (24) months following substantial completion that it will not, directly or indirectly, employ or solicit to employ BNA Personnel.

PART 2 – PRODUCTS

2.1 GENERAL:

- A. Products are specified by manufacturer name, description, and/or catalog number. Discrepancies between equipment specified and the intended function of equipment shall be brought to the attention of the Architect/Engineer in writing prior to bidding. Failure to report any conflict, including catalog numbers, discontinued products, etc., does not relieve the Contractor from meeting the intent of the contract documents nor shall it change the contract cost. If the Contractor is unable to interpret any part of the plans and/or specifications, or should he find discrepancies therein, he shall bring this to the attention of the Architect/Engineer who will issue interpretation and/or additional instructions to Bidders before the project is bid.

2.2 MANUFACTURERS:

- A. Provide products of manufacturers specified. Manufacturers catalog numbers and descriptions establish the quality of product required. Substitutions will be considered if a duplicate written application (2-copies) is at the office of the Architect/Engineer eight (8) working days prior to the day of the bidding. The application shall include the following: 1) A statement certifying that the equipment proposed is equal to that specified; that it has the same electrical and physical characteristics, compatible dimensions, and meets the functional intent of the contract documents; 2) The specified and submittal catalog numbers of the equipment under consideration; 3) A pictorial and specification brochure.
- B. Any conflict arising from the use of substituted equipment shall be the responsibility of the Contractor, who shall bear all costs required to make the equipment comply with the intent of the contract documents.
- C. Samples may be required for non-standard or substituted items before installation during



construction. Provide all samples as required.

- D. No materials or apparatus may be substituted after the bid opening except where the equipment specified has been discontinued.
- E. Provide only equipment specified in the Contract Documents or approved by addendum.

### 2.3 SPARE PARTS:

- A. Provide spare parts (fuses, diffusers, lamps, etc.) as specified. Transmit all spare parts to Owner's Representative prior to substantial completion.

## PART 3 – EXECUTION

### 3.1 INSTALLATION:

- A. Layout electrical work in advance of construction to eliminate unnecessary cutting, drilling, channeling, etc. Where such cutting, drilling, or channeling becomes necessary for proper installation; perform with care. Use skilled mechanics of the trades involved. Repair damage to building and equipment at no additional cost to the contract. Cutting work of other Contractors shall be done only with the consent of that Contractor. Cutting structural members shall not be permitted.
- B. Since the drawings of floor, wall, and ceiling installation are made at small scale; outlets, devices, equipment, etc., are indicated only in their approximate location unless dimensioned. Locate outlets and apparatus symmetrically on floors, walls and ceilings where not dimensioned, and coordinate such locations with work of other trades to prevent interferences. Verify all dimensions on the job. Do not scale the electrical drawings, but refer to the architectural and mechanical shop drawings and project drawings for dimensions as applicable.
- C. Perform for other trades, the electrical wiring and connection for all devices, equipment or apparatus. Consult Architectural, Mechanical, and other applicable drawings, and all applicable shop drawings to avoid switches, outlets, and other equipment from being hidden behind doors, cabinets, counters, heating equipment, etc., or from being located in chalkboards, tackboards, glass panels, etc. Relocate buried electrical devices and/or connections as directed at no additional cost.
- D. Coordinate the location of outlets, devices, connections, and equipment with the supplier of the systems furniture prior to rough-in.
- E. Where conduit, outlets or apparatus are to be encased in concrete, it must be located and secured by a journeyman or foreman present at the point of installation. Check locations of the electrical items before and after concrete and/or masonry installation and relocate displaced items.
- F. Provide block-outs, sleeves, demolition work, etc., required for installation of work specified in this division.

### 3.2 CLEAN:

- A. Clean up all equipment, conduit, fittings, packing cartons and other debris that is a direct result of the installation of the work of this Division.
- B. Clean fixtures, interiors and exteriors of all equipment, and raceways. Replace all filters in electrical equipment upon request for Substantial Completion.

### 3.3 POWER OUTAGES:

- A. All power outages required for execution of this work shall occur during non-standard

working hours and at the convenience of the Owner. Include all costs for overtime work in bid.

- B. Submit written request at least 7 days in advance of scheduled outage and proceed with outage only after receiving authorization from the Owner's Representative.
- C. Keep all outages to an absolute minimum.

3.4 STORAGE AND PROTECTION OF MATERIALS:

- A. Provide storage space for storage of materials and apparatus and assume complete responsibility for all losses due to any cause whatsoever. In no case shall storage interfere with traffic conditions in any public thoroughfare or constitute a hazard to persons in the vicinity. Protect completed work, work underway, and apparatus against loss or damage.

3.5 FIRE PENETRATION SEALS:

- A. Seal all penetrations for work of this section through fire rated floors, walls and ceilings to prevent the spread of smoke, fire, toxic gas or water through the penetration either before, during or after fire. The fire rating of the penetration seal shall be at least that of the floor, wall or ceiling that it is installed, so that the original fire rating of the floor or wall is maintained as required by Article 300-21 of the National Electrical Code. Where applicable, provide OZ Type CFSF/I and CAFSF/I fire seal fittings for conduit and cable penetrations through concrete and masonry walls, floors, slabs, and similar structures. Where applicable, provide 3M CID cast-in device for floor slabs. Where applicable, provide 3M fire barrier sealing penetration system, and/or IPC Flame Safe Fire Stop System, and/or Chase Foam fire stop system, including wall wrap, partitions, caps, and other accessories as required. All materials to comply with UL 1479 (ASTM E-814). Comply with manufacturer's instructions and recommendations for installation of sealing fittings and barrier sealing systems.

3.6 PROJECT FINALIZATION AND START-UP:

- A. Upon completion of equipment and system installation, assemble all equipment Factory Representatives and Subcontractors for system start-up.
- B. Each Representative and Subcontractor shall assist in start-up and check out their respective system and remain at the site until the total system operation is accepted by the Owner's representative.
- C. The Factory Representative and/or System Subcontractor shall give personal instruction on operating and maintenance of their equipment to the Owner's maintenance and/or operation personnel. To certify acceptance of operation and instruction by the Owner's Representative, the contractor shall prepare a written statement as follows:
  - 1. This is to certify that the Factory Representative and System Subcontractor for each of the systems listed below have performed start-up and final check out of their respective systems.
  - 2. The Owner's Representative has received complete and thorough instruction in the operation and maintenance of each system.

SYSTEM	FACTORY REPRESENTATIVE
(List systems included)	(List name and address of Factory Representative)

\_\_\_\_\_  
Owner's Representative

\_\_\_\_\_  
Contractor

D. Send copy of acceptance to Architect/Engineer.

3.7 FINAL REVIEW:

A. At the time of final review, the project foreman shall accompany the reviewing party, and remove coverplates, panel covers and other access panels as requested, to allow review of the entire electrical system.

END OF SECTION 26 0500

BLANK PAGE

## SECTION 26 0502 - ELECTRICAL SUBMITTALS AND O & M MANUALS

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to all Division 26, 27 and 28 sections.
- B. Architectural, Structural, Mechanical and other applicable documents are considered a part of the electrical documents insofar as they apply as if referred to in full. Contractor must review the entire set of plans and specifications. Reviewing only the electrical set is not acceptable.
- C. Consult all other sections, determine the extent and character of related work and properly coordinate work specified herein with that specified elsewhere to produce a complete installation.

#### 1.2 SUBMITTAL REQUIREMENTS:

##### A. GENERAL:

1. After the Contract is awarded but prior to ordering, manufacture, or installation of any equipment, prepare complete Submittals including shop drawings, product data, brochures, etc. for materials and equipment as required by each section of the specification.
2. Review of Submittals shall not relieve the Contractor of responsibility for dimensions and/or errors that may be contained therein, or deviations from the Contract Document's requirements. It shall be clearly understood that the noting of some errors but overlooking others does not grant the Contractor permission to proceed in error. Regardless of any information contained in the Shop Drawings and Brochures, the requirements of the Contract Document's shall govern and are not waived, or superseded in any way by the review of the Shop Drawings and Brochures.
3. Submittals are reviewed, not approved. Comments made within submittals do not alter the contract documents in any way. The contractor is still responsible, regardless of comments (if any) made within submittals, for complying with drawings and specifications.
4. Notify engineer in writing if any of the comments noted in the submittals alter the contract cost. A comment within the submittal process which increases/decreases cost of product is not an authorization to the contractor under any circumstances to proceed.
5. Notify engineer of any modifications between contract documents and submittals. It is the responsibility of the contractor to ensure compliance.
6. ELECTRONIC SUBMITTAL REQUIREMENTS:
  - a. Provide submittals in Portable Document Format (PDF).
  - b. Documents must be electronically bookmarked and keyword searchable using Adobe Acrobat (<http://www.adobe.com/acrobat>) or Bluebeam Revu (<http://www.bluebeam.com>) for each relevant section. For example, include electronic bookmarks separating "Light Fixtures" from "Panelboards".

- c. Electronically highlight all options for light fixtures, electrical equipment, etc. Manual highlighting and scanning of the documents is NOT acceptable and will NOT be reviewed.
- d. Provide only completed cutsheets for all fixture and equipment types. Blank cutsheets submitted with a schedule are NOT acceptable and will NOT be reviewed.
- e. At the time of submission, the electrical contractor shall provide a complete and comprehensive submission of all required specification sections/shop drawings at the same time. Exceptions may be given, with prior approval, for time-sensitive equipment.
- f. A maximum of one submittal per specification section is allowed. It is NOT acceptable to provide a product by product submittal. Single product by product submittals will NOT be reviewed.

**B. SCHEDULING**

**1. GENERAL**

- a. A minimum period of two weeks, exclusive of transmittal time, will be required each time Submittals are submitted or resubmitted for review. This time period shall be considered by the Contractor when scheduling submittal data.
- b. If the shop drawings are rejected twice, the contractor shall reimburse the engineer the sum of \$1,200.00 for the third review and any additional reviews required prior to commencement of the third review.

**C. QUALITY ASSURANCE**

**1. PRE-SUBMITTAL PREPARATION**

- a. Prior to submission of the Shop Drawings and Project Data, review and certify that they are in compliance with the Contract Documents. Verify all dimensional information to ensure proper clearance for installation of equipment.
- b. Shop drawings requiring the use of electronic documents (floor plans, Lighting plans, fire alarm plans, etc.) shall be requested via a request for information (RFI) through the general contractor. Electronic documents will be provided to the Architect for distribution. No direct vendor requests will be accepted.
- c. Contractor is completely responsible for the content of the submittal

**2. SUBMITTAL REQUIREMENTS**

- a. Certifications shall be written or in the form of rubber stamp impressions as follows:
  - i. I hereby certify that this Shop Drawing and/or Brochure has been checked prior to submittal and that it complies in all respects with the requirements of the Contract Drawings and Specifications for this Project.

(Name of Electrical Subcontractor)

Name \_\_\_\_\_.

Position \_\_\_\_\_ Date \_\_\_\_\_.

- b. Brochures to be submitted shall be published by the Manufacturers and shall contain complete and detailed engineering and dimensional information. Brochures submitted shall contain only information relevant to

the particular equipment or materials to be furnished. The Contractor shall not submit catalogs that describe several different items in addition to those items to be used, unless all irrelevant information is marked out, or unless relevant information is clearly marked. Brochures from each manufacturer shall be identified and submitted separately.

- c. Shop Drawings shall be done in an easily legible scale and shall contain sufficient plans, elevations, sections, and isometrics to clearly describe the equipment or apparatus, and its location. Drawings shall be prepared by an Engineer/Draftsmen skilled in this type of work. Shop Drawings shall be drawn to at least 1/4" = 1'0" scale.
- d. Observe the following rules when submitting the Shop Drawings and Brochures.

- i. Each Shop Drawing shall indicate in the lower right hand corner, and each Brochure shall indicate on the front cover the following: Title of the sheet or brochure, name and location of the building; names of the Architect and Electrical Engineer, Contractor, Subcontractors, Manufacturer, Supplier/Vendor, etc., date of submittal, and the date of correction and revision. Unless the above information is included the submittal will be returned for resubmittal.

1. Submittal Identification shall include the following:

- a. A unique number, sequentially assigned, shall be noted on the transmittal form accompanying each item submitted.
- b. Original submittal numbers shall have the following format: "XXX-Y;" where "XXX" is the originally assigned submittal number and "Y" is a sequential letter assigned for resubmittals (for example, A, B, or C being the first, second, and third resubmittals, respectively). Submittal 25B, for example, is the second resubmittal of Submittal 25.

- e. SPECIFICATION section and paragraph to which submittal applies.

D. POST-SUBMITTAL

- 1. Check all materials and equipment after arrival on the job site and verify compliance with the Contract Documents.

1.3 PROVIDE SUBMITTALS AS REQUESTED FOR EACH OF THE SECTIONS LISTED BELOW:

A. 26 0533 Electrical Boxes and Fittings

- 1. Submit manufacturer's data including specifications, installation instruction and general recommendations for each type of floor box used on project.

B. 26 0553 Electrical Identification

- 1. Submit manufacturer's data on each type of electrical identification products
    - a. Submit one sample of each component of the electrical identification

system as follows: Wire/cable tape marker, Tags, Engraved, plastic laminate labels, Arc-flash hazard labels

- C. 26 0943 Lighting Control Equipment
1. Submit manufacturer's data on lighting control equipment including, but not limited to published catalog data sheets, rough-in diagrams and instructions for installation, operating and maintenance, suitable for inclusion in maintenance manuals.
  2. Meet with the electrical engineer at their office prior to preparation of shop drawings to discuss and verify specific programming and zoning requirements of system(s).
  3. Meet with the lighting representative/manufacturer of the approved and accepted lighting control equipment to verify and understand specific installation requirements associated with that system.
  4. Submit detailed drawings and documentation of lighting control components and interconnection including, but not necessarily limited to:
    - a. Electronic controllers
    - b. Control stations
    - c. Photo sensors
    - d. Occupancy sensors
    - e. Network wiring details
    - f. Input and output wiring details
    - g. Lighting control panel load schedules
    - h. Provide a complete sequencing and programming schedules for all devices, zones and scenes.
    - i. Wallstations layouts
    - j. Accurately scaled equipment layouts, wire/cable routing and connections to control wiring and electrical power feeders.
- D. 26 2726 Wiring Devices
1. Submit manufacturer's data on electrical wiring devices.
- E. 26 5100 Interior and Exterior Building Lighting
1. Submit manufacturer's data on interior and exterior building lighting fixtures.
  2. Submit dimensioned drawings of lighting fixtures. Submit fixture shop drawings in PDF format with separate sheet for each fixture, assembled in luminaire "type" alphabetical order, with proposed fixture catalog number and accessories clearly indicated on each sheet.
  3. When applicable submit standard color samples with the shop drawings. If standard colors are not acceptable, a color sample will be provided to the fixture manufacturer. Return of the shop drawings will be delayed until color samples are provided.
  4. Submit ballast and driver manufacturer cut sheets.
  5. Submit a list of all lamps used on projects.
    - a. Stock of all spare items shall be delivered as directed to Owner's storage



space. All components shall be labeled to match construction document nomenclature.

- F. 27 1500 Canyons School District – Network Cabling Global Specification
1. See district specifications for exact submittal requirements.
  2. Provide proof of RCDD certification and connectivity manufacturer certification.
  3. Provide submittals for all racks/cabinets; patch panels, devices, cabling, firestopping solutions, tray, non-continuous cable support devices, grounding equipment, and miscellaneous equipment to be used on project. Where multiple part numbers are listed on a datasheet/cutsheet, highlight or circle applicable part.
  4. Provide color samples of all available standard color faceplates to architect.
  5. Provide proposed labeling scheme for approval by owner/engineer.
  6. Provide catalog cutsheets of all test equipment that will be used.
- G. 27 5123 - Intercommunication Systems– Update System and Programming as required
1. Submit manufacturer's data on intercom system devcies including, but not limited to, roughing-in diagrams and instructions for installation, operating and maintenance, suitable for inclusion in maintenance manuals.
  2. Provide shop drop drawings updating existing system.
- H.
- I. 28 1600 Security Systems– Update System and Programming as required
1. Submit manufacturer's data on security system devcies including, but not limited to, roughing-in diagrams and instructions for installation, operating and maintenance, suitable for inclusion in maintenance manuals.
  2. Provide shop drop drawings updating existing system.
- J. 28 3111 Fire Alarm and Detection System – Update System and Programming as required:
1. Submit manufacturer's data on fire alarm and detection systems including, but not limited to, roughing-in diagrams and instructions for installation, operating and maintenance, suitable for inclusion in maintenance manuals.
  2. Provide shop drawings showing equipment/device locations and connecting wiring of entire fire alarm and detection system. Include wiring diagrams and riser diagrams of panel. Provide dimensioned drawing of Fire Alarm Control Panel and Building Graphic. Shop drawings shall be prepared by an individual with a minimum NICET Level IV (Fire Protection Engineering/Fire Alarm Systems) certification. The individuals name and certification number shall be indicated on submittal design drawings.
  3. Submit a written statement to the Architect and the state and local Fire Marshal's Office that each device of the fire alarm system will be installed, inspected and tested in accordance with applicable requirements of NFPA Standard 72.
  4. Submit a complete set of documents to the Office of the State Fire Marshal containing the following information:
    - a. A complete set of shop drawings indicating:

- i. Location of all alarm-initiating and alarm-signaling devices.
    - ii. Point-to-point wiring diagrams for all alarm-initiating and alarm-signaling devices.
  - b. Wiring diagrams for:
    - i. Alarm control panels.
    - ii. Auxiliary function relays and solenoids.
    - iii. Remote signaling equipment.
    - iv. Standby battery calculations, including voltage drop calculation.
  - c. A complete equipment list identifying:
    - i. Type
    - ii. Model
    - iii. Manufacturer
    - iv. Manufacturer catalog data sheets
    - v. UL Listing and/or FM approval showing compatibility of device with Fire Alarm Control Panel (FACP)
  - d. A complete zone list identifying all:
    - i. Alarm-initiating and alarm-signaling devices.
    - ii. Remote signaling and auxiliary function zones.
    - iii. Specific devices associated with each zone.
  - e. Sample "System Record Document".
  - f. Fire Alarm Key Plan Drawing showing the location of all device addresses and/or zones.

#### 1.4 OPERATION & MAINTENANCE MANUALS

- A. Provide operating instruction and maintenance data books for all equipment and materials furnished under this Division.
- B. Submit four copies of operating and maintenance data books for review at least four weeks before final review of the project. Assemble all data in a completely indexed volume or volumes and identify the size, model, and features indicated for each item. The binder (sized to the material) shall be a 2" slide lock unit (Wilson-Jones WLJ36544B). The cover shall be engraved with the job title in 1/2" high letters and the name and address of the Contractor in 1/4" high letters. Provide the same information in 1/8" letters on the spine.
- C. Include complete cleaning and servicing data compiled in clearly and easily understandable form. Show serial numbers of each piece of equipment, complete lists of replacement parts, motor ratings, etc. Each unit shall have its own individual sheet. (Example: If two items of equipment A and D appear on the same sheet, an individual sheet shall be provided for each unit specified).
- D. Include the following information where applicable.
  - 1. Identifying name and mark number.
  - 2. Certified outline Drawings and Shop Drawings.
  - 3. Parts lists.

4. Performance curves and data.
  5. Wiring diagrams.
  6. Light fixture schedule with the lamps and ballast data used on the project for all fixtures
  7. Manufacturer's recommended operating and maintenance instructions.
  8. Vendor's name and address for each item.
- E. The engineer will review the manuals and when approved, will forward the manuals on to the architect. If the manuals are rejected twice, the contractor shall reimburse the engineer the sum of \$1,200.00 for each review afterwards.
- F. Provide high quality video and audio recording for all training sessions. All trainings shall be recorded by utilizing a pro-grade digital camera system. Utilize camera tripod and record audio directly at the presenter. Smartphone recordings are not allowed.
- G. Provide Operation and Maintenance Manual information for each section listed below in addition to the general requirements listed above.
1. 26 0943 Lighting Control Equipment
    - a. Record Drawings
      - i. A complete set of 'as-builts' drawings showing installed wiring, specific interconnections between all equipment, and internal wiring of this equipment shall be included in the operating and maintenance manuals upon complete of the system.
      - ii. Provide a DIGITAL COPY to the owner containing the information specified below. The DIGITAL COPY shall include all information required to allow the Owner to change the schedules themselves. The DIGITAL COPY shall contain a minimum of following:
        1. CAD drawing files of 'as-built' lighting control components and point to point connections.
        2. General configuration programming.
        3. Job specific configuration programming to include schedule.
        4. Tutorial file on complete programming of lighting control system.
  2. 26 0943 Lighting Control Equipment
    - a. Record Drawings
      - i. A complete set of 'as-builts' drawings showing installed wiring, specific interconnections between all equipment, and internal wiring of this equipment shall be included in the operating and maintenance manuals upon complete of the system.
      - ii. Provide a DIGITAL COPY to the owner containing the information specified below. The DIGITAL COPY shall include all information required to allow the Owner to change the schedules themselves. The DIGITAL COPY shall contain a minimum of following:

1. CAD drawing files of 'as-built' lighting control components and point to point connections.
  2. General configuration programming.
  3. Job specific configuration programming to include schedule.
  4. Tutorial file on complete programming of lighting control system.
3. 26 5100 Interior and Exterior Building Lighting
- a. The supply two complete manuals consisting of, as a minimum, general system arrangement, lighting cutsheets, schematic of System components and options, factory test reports, trouble-shooting data, parts lists, preventative maintenance information, and warranty contact information.
4. 27 1500 Canyons School District – Network Cabling Global Specification
- a. Adhere to district specific requirements outlines within specifications.
  - b. Test Results as outlined in Section 27 1500
  - c. Manual shall include all service, installation, programming and warranty, including test results for each cable.
  - d. Provide laminated plans (minimum size 11 x 17) of all telecommunications record drawings (including riser diagrams) in each and every EF, ER and TR.
  - e. Record Drawings
    - i. The Owner shall provide electronic (DWG) format of telephone/data system drawings that as-built construction information can be added. These documents will be modified accordingly by the telecommunications contractor to denote as-built information as defined above and returned to the Owner.
    - ii. Provide a complete set of "as built" drawings in paper and electronic (DWG and PDF) formats showing cabinets, racks, patch panels, wiring, specific interconnections between all equipment and internal wiring of equipment within 30 working days of completion. Drawings are to include all labeling information used in denoting equipment used in the installation. Labeling, icons, and drawing conventions used shall be consistent throughout all documentation provided.
5. 27 4100 Audiovisual Systems
- a. Provide a list of finish options for selection. Do not order any equipment if finishes have not been selected on the shop drawings.
  - b. Provide shop drawings for 27 4100 at the time of original shop drawing submission. Do not order AV equipment from the first submission. One hundred and twenty (120) days prior to the time of AV equipment installation, provide a second submission of AV equipment only. Provide current equivalent if specified model has been discontinued.
  - c. The following items shall be included in the shop drawings submittal:

- i. Project manager's written proof, with signature and date, that shop drawings and/or brochure has been checked for accuracy prior to submittal. Shop drawings to comply in all respects with the requirements of the contract drawings and specifications for this project.
- ii. A complete bill of materials, broken out per system type, for all components, accessories and hardware to be provided in order to assemble a complete and working system as described within the contract documents.
  - 1. The bill of material is intended to be used to verify equipment within each system. Only one cut sheet per unique product type is required.
  - 2. Example several systems may require the same flat panel display mount, that mount should be listed in each system type with only one (1) cut sheet provided for that product.
- iii. Manufacturer's data sheets and installation details for all devices, plates, cables and similar equipment. Product data showing multiple options, products and/or models shall be clearly marked identifying the specific options, products and/or models being provided.
- iv. Signal flow drawings showing all audio, video, control, network and power connections required between all pieces of equipment within each system.
  - 1. Unique cable/wire identifier for each connection that correspond to field cabling labelling scheme.
  - 2. All connections require connector type and male/female termination to be identified. Type shall correspond to a connector legend or shall be clearly identified per instance.
  - 3. Wiring pinouts for all multipin connectors used
  - 4. Detailed panel drawings showing wall, floor, rack, etc. input/output panel dimensions, connector types and text labeling for each connection shown
  - 5. Physical location information for each device.
  - 6. Upon request AV Consult's signal flow drawings may be utilized for signal flow documentation within the shop drawings, provided, the items above are included. Contractor shall make request for electronic files as indicated in section 1.2.C.
- v. Equipment rack elevations.
- vi. Matrix routing and preset configuration tables, and digital signal processing configuration details.
- vii. Wireless microphone transmission frequencies.
- viii. Submit all manufacturer training, 3rd party and/or

organization certificates for each equipment and/or systems required for the implementation of this specification.

d. All touch panel layouts, page logic functions and control system functionality, shall be submitted and approved by the Owner and AV Consultant prior to installation and programming of the control systems. Contractor shall submit the following information at the following stages during the construction of the GUI.

- i. Draft Stage: Draft drawings and/or sketches of; basic layouts, button details, text details and page flip progression. Include control schemes for all applicable devices in system.
- ii. Intermediate Stage: Intermediate Touch Panel Menus designed with manufacturer's software. Submit printouts and/or software files for review. Include detailed layouts, extensive control schemes for all controlled components, comprehensive button and text configurations, page flips and pop-up progression. Incorporate any changes or comments from previous stage mentioned above.
- iii. Demo Stage: Provide an active Touch Panel and controller to extensively demonstrate the operation of the control system. Demo of system shall be subject for review and considered as a deliverable. Include all revised detailed layouts, extensive control schemes for all controlled components, comprehensive button and text configurations, page flips and pop-up progression. Incorporate any changes or comments from the previous stage mentioned above.
- iv. Final Stage: Submit Final Touch Panel Menus designed with manufacturer's software. Submit printouts and software files for review. Include all detailed layouts, all revised control schemes for all controlled components, revised button and text configurations, page flips and pop-up progression. Include final page configurations for control of system from the touch panel. Incorporate any and all changes or comments from the previous stage mentioned above.

6. 27 5123 Intercommunications System

a. Provide updated programming and as-built drawings.

7. 28 1600 Security Systems

a. Provide updated programming and as-built drawings.

8. 28 3111 Fire Alarm and Detection System

a. Manual Requirements

- i. Operating and maintenance manuals shall be submitted prior to testing of the system. Manuals shall include all service, installation, and programming information.

b. Record Drawings

- i. A complete updated set of CAD "as-built" drawings showing installed wiring, color coding, specific interconnections between all equipment, and internal wiring of the equipment shall be delivered to the owner upon completion of the system. Vendor shall not request drawings from the Engineer. Vendor shall request current architectural drawings from the Architect and include all cost with bid.
  - ii. A building map shall be supplied to the owner indicating the exact location of all devices along with the addresses of the individual devices. Install building fire alarm map adjacent to the fire alarm panel and all remote operating panels. Provide high quality plastic sign (map holder) with two layers. The back layer shall be painted black. The front layer shall be a clear center for viewing the CAD fire alarm drawing. Edges of the sign shall be colored to match the building interior. The building map shall indicate the various devices and wiring by the use of different colors (minimum of five colors).
  - iii. Provide a DIGITAL COPY to the Owner containing the information specified below. The DIGITAL COPY shall include all information required to allow the Owner to change the fire alarm program themselves. The DIGITAL COPY shall contain a minimum of the following:
    - 1. CAD drawing files of building fire alarm map.
    - 2. CAD drawing files of as-built fire alarm components and point to point connections.
    - 3. General configuration programming.
    - 4. Job specific configuration programming.
- c. Final Submittal to the Office of the Fire Marshal
- i. Record of Completion: Provide a completed System Record of Completion (NFPA 72-Figure 4.5.2.1) in accordance with Section 4.5.3.
  - ii. Operation Instructions and A-Built Drawings: Provide one set of instructions on operation of the Fire Alarm System and one set of As-Built drawings. Demonstrate compliance of installation of the System Record Documents at or near the fire alarm control unit.
  - iii. Fire Alarm Key Plan Drawing: Demonstrate compliance of installation of the fire alarm key plan drawing at the FACP.
  - iv. TUTORIAL FILE ON COMPLETE PROGRAMMING OF FIRE ALARM SYSTEM

END OF SECTION 26 0502

BLANK PAGE



## SECTION 26 0507 - ELECTRICAL CONNECTIONS FOR EQUIPMENT

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is part of each Division-23 section making reference to electrical connections.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of electrical connection for equipment includes final electrical connection of all equipment having electrical requirements. Make final connections for all owner furnished equipment. See other applicable portions of specification for building temperature control wiring requirements.
- B. Refer to Division-8 sections for Door Hardware, ADA, and controls furnished integrally with equipment; not work of this section.
- C. Refer to sections of other Divisions for specific individual equipment power requirements.

#### 1.3 QUALITY ASSURANCE:

- A. **NEC COMPLIANCE:** Comply with applicable portions of NEC as to type products used and installation of electrical power connections.
- B. **UL LABELS:** Provide electrical connection products and materials that have been UL-listed and labeled.

### PART 2 - PRODUCTS

#### 2.1 GENERAL:

- A. For each electrical connection indicated, provide complete assembly of materials, including but not necessarily limited to, raceways, conductors, cords, cord caps, wiring devices, pressure connectors, terminals (lugs), electrical insulating tape, heat-shrinkable insulating tubing, cable ties, solderless wire nuts, and other items and accessories as needed to complete splices, terminations, and connections as required. Crimp on or slip-on type splicing materials (insulation displacement type) designed to be used without wire stripping are not acceptable. See Section 26 0532, Conduit Raceways; Section 26 2726 Wiring Devices; and Section 26 0519 Conductors and Cables for additional requirements. Provide final connections for equipment consistent with the following:
  - 1. Permanently installed fixed equipment - flexible seal-tite conduit from branch circuit terminal equipment, or raceway; to equipment, control cabinet, terminal junction box or wiring terminals. Totally enclose all wiring in raceway.
  - 2. Movable and/or portable equipment - wiring device, cord cap, and multi-conductor cord suitable for the equipment and in accordance with NEC requirements (Article 400).
  - 3. Other methods as required by the National Electrical Code and/or as required by special equipment or field conditions.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF ELECTRICAL CONNECTIONS:

- A. Make electrical connections in accordance with connector manufacturer's written instructions and with recognized industry practices, and complying with requirements of NEC and NECA's "Standard of Installation" to ensure that products fulfill requirements.
- B. Connect electrical power supply conductors to equipment conductors in accordance with equipment manufacturer's written instructions and wiring diagrams.
- C. Coordinate installation of electrical connections for equipment with equipment installation work.
- D. Verify all electrical loads (voltage, phase, horse power, full load amperes, number and point of connections, minimum circuit ampacity, etc.) for equipment furnished under other Divisions of this specification, by reviewing respective shop drawings furnished under each division. Meet with each subcontractor furnishing equipment requiring electrical service and review equipment electrical characteristics. Report any variances from electrical characteristics noted on the electrical drawings to Architect before proceeding with rough-work. In summary, it is not in the Electrical Engineers scope to review the shop drawings from other trades/divisions.
- E. Obtain and review the equipment shop drawings to determine particular final connection requirements before rough-in begins for each equipment item.
- F. Refer to basic materials and methods Section 26 0553 Electrical Identification, Conductors, for identification of electrical power supply conductor terminations.

END OF SECTION 26 0507

## SECTION 26 0519 - CONDUCTORS AND CABLES (600V AND BELOW)

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is part of each Division-26 section making reference to conductors and cables specified herein.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of electrical conductor and electrical cable work is indicated by drawings and schedules.
- B. Types of conductors and cables in this section include the following:
  - 1. Copper Conductors (600V)
- C. Applications for conductors and cables required for project include:
  - 1. Branch Circuits

#### 1.3 RECORDS SUBMITTAL:

- A. Submit record in triplicate of megohmmeter readings to Architect/Engineer. Please see paragraphs 3.2A AFTER INSTALLATION TEST FOR CABLE 600 VOLTS AND BELOW for testing requirements.

#### 1.4 QUALITY ASSURANCE:

- A. Comply with NEC as applicable to construction and installation of electrical conductors and cable. Comply with UL standards and provide electrical conductors and cables that have been UL-listed and labeled.
- B. Comply with applicable portions of NEMA/Insulated Cable Engineers Association standards pertaining to materials, construction and testing of conductors and cable.
- C. Comply with applicable portions of ANSI/ASTM and IEEE standards pertaining to construction of conductors and cable.

#### 1.5 SUBMITTALS:

- A. Refer to Section 26 0502 for electrical submittal requirements.

### PART 2 - PRODUCTS

#### 2.1 COPPER CONDUCTORS (600V):

- A. Provide factory-fabricated conductors of sizes, ratings, materials, and types indicated for each service. Where not indicated provide proper selection to comply with project's installation requirements and NEC standards. Provide conductors in accordance with the following:
  - 1. Branch Circuit Conductors and All Conductors #3 AWG and Smaller - Copper conductor, with THHN/THWN insulation. Size all conductors in accordance with NEC; minimum size to be #12 AWG.

- B. Provide a maximum of three phase conductors in any one conduit or as approved by electrical engineer. Where phase conductors share a common neutral they must have a means to simultaneously disconnect all ungrounded conductors at the point where the branch circuits originate. The ungrounded and neutral conductors of a multi-wire branch circuit must be grouped together by wire ties at the point of origination.
- C. Provide neutral and ground wire as specified elsewhere in documents.
- D. Provide separate neutral conductor for all single phase branch circuits installed. No shared neutrals are allowed. Neutral conductor shall be the same size as the phase conductor.

## PART 3 - EXECUTION

### 3.1 INSTALLATION:

- A. General: Install electric conductors and cables as indicated, in compliance with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standards of Installation", and in accordance with recognized industry practices.
- B. Coordinate installation work with electrical raceway and equipment installation work, as necessary for proper interface.
- C. Cables may be pulled by direct attachment to conductors or by use of basket weave pulling grip applied over cables. Attachment to pulling device shall be made through approved swivel connection. Nonmetallic jacketed cables of small size may be pulled directly by conductors by forming them into a loop that pull wires can be attached; remove insulation from conductors before forming the loop. Larger sizes of cable may be pulled by using basket weave pulling grip, provided the pulling force does not exceed limits recommended by manufacturer; if pulling more than one cable, bind them together with friction tape before applying the grip. For long pulls requiring heavy pulling force, use pulling eyes attached to conductors.
- D. Do not exceed manufacturer's recommendations for maximum allowable pulling tension, side wall pressure, and minimum allowable bending radius. In all cases, pulling tension applied to the conductors shall be limited to 0.008 lbs. per circular mil of conductor cross-section area.
- E. Pull in cable from the end having the sharpest bend; i.e. bend shall be closest to reel. Keep pulling tension to minimum by liberal use of lubricant, and turning of reel, and slack feeding of cable into duct entrance. Employ not less than one man at reel and one in pullhole during this operation.
- F. For training of cables, minimum bend radius to inner surface of cable shall be 12 times cable diameter.
- G. Where cable is pulled under tension over sheaves, conduit bends, or other curved surfaces, make minimum bend radius 50% greater than specified above for training.
- H. Use only wire and cable pulling compound recommended by the specific cable manufacturer, and that is listed by UL.
- I. Seal all cable ends unless splicing is to be done immediately. Conduit bodies shall not contain splices.
- J. Support all cables in pullholes, concrete trenches, and similar locations by cable racks and secure to rack insulators with nylon cord or self-locking nylon cable ties. Place each cable on separate insulator. In manholes, pullholes, concrete trenches, and similar locations, wrap strips of fire-proofing tape (approx. 1/16 inch thick by 3 inches wide) tightly around each cable spirally in half-lapped wrapping or in two butt-joined wrappings with the second wrapping covering the joints in the first. Apply tape with the coated side

toward the cable, and extend tape one inch into the ducts. To prevent unraveling, random wrap the fireproofing tape the entire length of the fireproofing with pressure sensitive glass cloth tape. Provide fireproofing tape of a flexible, conformable fabric having one side coated with flame retardant, flexible, polymeric coating and/or a chlorinated elastomer not less than 0.050 inch thick weighing not less than 2.5 pounds per square yard. Provide tape that is noncorrosive to cable sheath, self-extinguishing, and that will not support combustion. Construct tape of materials that do not deteriorate when subjected to oil, water, gases, salt water, sewage and fungus.

K. Follow manufacturer's instructions for splicing and cable terminations.

### 3.2 AFTER INSTALLATION TEST FOR CABLE 600 VOLTS AND BELOW:

A. Prior to energization, test cable and wire for continuity of circuitry, and for short circuits, Megger all circuits of 100 amp and greater rating. Correct malfunctions. Record all test data and provide written test report.

B. Subsequent to wire and cable connections, energize circuitry and demonstrate functioning in accordance with requirements.

### 3.3 IDENTIFICATION OF FEEDERS: Refer to Section 26 0553 for requirements.

END OF SECTION 26 0519

BLANK PAGE

## SECTION 26 0526 - GROUNDING

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-26 Basic Materials and Methods sections apply to work specified in this section.

#### 1.2 DESCRIPTION OF WORK:

- A. Provide grounding as specified herein, and as indicated on drawings.
- B. Provide grounding and bonding of all electrical and communication apparatus, machinery, appliances, building components, and items required by the NEC to provide a permanent, continuous, low impedance, grounding system.
- C. Unless otherwise indicated, ground the complete electrical installation including the system neutral, metallic conduits and raceways, boxes, fittings, devices, cabinets, and equipment in accordance with all code requirements.
- D. Ground each separately derived system, as described in NEC Section 250-30, unless otherwise indicated.
- E. Types of grounding in this section include the following:
  - 1. Enclosures
  - 2. Systems
  - 3. Equipment
  - 4. Other items indicated on drawings
- F. Requirements of this section apply to electrical grounding work specified elsewhere in these specifications.

#### 1.3 QUALITY ASSURANCE:

- A. Comply with NEC as applicable to electrical grounding and ground fault protection systems. Comply with applicable ANSI and IEEE requirements. Provide products that have been UL listed and labeled.
- B. Resistance from the service entrance ground bus, through the grounding electrode to earth, shall not exceed 5 ohms.

#### 1.4 SUBMITTALS:

- A. Not Required.

### PART 2 – PRODUCTS

#### 2.1 MATERIALS AND COMPONENTS:

- A. GENERAL: Except as otherwise indicated, provide each electrical grounding system as specified herein, and as shown on drawings, including but not necessarily limited to, cables/wires, connectors, terminals (solderless lugs), grounding rods/electrodes and plate electrodes, bonding jumper braid, and other items and accessories needed for complete installation. Where materials or components are not otherwise indicated,

comply with NEC, NEMA and established industry standards for applications indicated.

- B. ELECTRICAL GROUNDING CONDUCTORS: Unless otherwise indicated, provide electrical grounding conductors for grounding connections matching power supply wiring materials and sized according to NEC. Provide with green insulation.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION OF GROUNDING SYSTEMS:

- A. Install electrical grounding systems in accordance with manufacturer's written instructions and with recognized industry practices to ensure grounding devices comply with requirements.
- B. Install clamp-on connectors only on thoroughly cleaned and metal contact surfaces, to ensure electrical conductivity and circuit integrity.
- C. Provide grounding for the entire raceway, enclosure, equipment and device system in accordance with NEC. All non-metallic raceways shall include copper grounding conductor sized in accordance with NEC. Include copper grounding conductor in all raceway installed in suspended slabs.
- D. Provide service entrance grounding by means of ground rods (quantity of two, driven exterior to building), by means of bonding to water main, and by means of bonding to building structural steel. In addition, provide a grounding electrode for not less than 30 lineal feet in concrete footing or foundation that is in direct contact with earth. Size electrode in accordance with NEC, but in no case, smaller than No. 4 AWG bare copper. Support electrode so as to be below finished grade near the bottom of the trench, and approximately three inches from the bottom or sides of the concrete. Locate a point of connection for inspection.
- E. Provide grounding conductors for dimming systems in accordance with manufacturer's requirement.

END OF SECTION 26 0526



## SECTION 26 0529 - SUPPORTING DEVICES

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification section, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is a part of each Division-26, 27 and 28 section making reference to supports, anchors, sleeves, and seals, specified herein.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of supports, anchors, and sleeves is indicated by drawings and schedules and/or specified in other Division-26 sections. See Section 260532, Raceways, for additional requirements.
- B. Work of this section includes supports, anchors, sleeves and seals required for a complete raceway support system, including but not limited to: clevis hangers, riser clamps, C-clamps, beam clamps, one and two hole conduit straps, offset conduit clamps, expansion anchors, toggle bolts, threaded rods, U-channel strut systems, threaded rods and all associated accessories.

#### 1.3 QUALITY ASSURANCE:

- A. Comply with NEC as applicable to construction and installation of electrical supporting devices. Comply with applicable requirements of ANSI/NEMA Std. Pub No. FB 1, "Fittings and Supports for Conduit and Cable Assemblies". Provide electrical components that are UL-listed and labeled.

### PART 2 - PRODUCTS

#### 2.1 MANUFACTURED SUPPORTING DEVICES:

##### A. GENERAL:

- 1. Provide supporting devices; complying with manufacturer's standard materials, design and construction in accordance with published product information, and as required for a complete installation; and as herein specified. See drawings for additional requirements.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION OF SUPPORTING DEVICES:

- A. Install hangers, anchors, sleeves, and seals as required, in accordance with manufacturer's written instructions and with recognized industry practices to ensure supporting devices comply with requirements. Comply with requirements of NECA, NEC and ANSI/NEMA for installation of supporting devices.
- B. Coordinate with other electrical work, including raceway and wiring work, as necessary to interface installation of supporting devices with other work.
- C. Install hangers, supports, clamps and attachments to support piping properly from building structures. Arrange for grouping of parallel runs of horizontal conduits to be supported together on trapeze type hangers where possible. For pre-and post tensioned

construction, use pre-set inserts for support of all electrical work. Do not use toggle bolts, moly bolts, wood plugs or screws in sheetrock or plaster as support for any equipment or raceway.

D. Independent support wires are not allowed as indicated as per NEC 300.11(B).

E. RACEWAYS:

1. Support raceways that are rigidly attached to structure at intervals not to exceed 8 feet on center, minimum of two straps per 10 foot length of raceway, and within 12" of each junction box, coupling, outlet or fitting. Support raceway at each 90° degree bend. Support raceway (as it is installed) in accordance with the following:

<u>NUMBER OF RUNS</u>	<u>3/4" TO 1-1/4" Ø</u>	<u>1-1/2" &amp; LARGER Ø</u>
1	Full straps, clamps or hangers.	Hanger
2	Full straps, clamps or hangers.	Mounting Channel
3 or more	Mounting Channel	Mounting Channel

2. Support suspended raceways on trapeze hanger systems; or individually by means of threaded rod and straps, clamps, or hangers suitable for the application. Do not use "tie wire" as a portion of any raceway support system; do not support raceway from ceiling support wires.

F. FLOOR MOUNTED EQUIPMENT:

1. Provide rigid attachment of all floor mounted equipment to the floor slab or structural system. Provide 5/8" bolts or expansion anchors at each 90 degree corner and at intervals not to exceed 48" on center along entire perimeter of the equipment. Provide rigid attachment for all floor mounted switchboards, panelboards, power and control equipment, motor control centers, dimmer cabinets, transformers (provide neoprene vibrations isolators at anchor points), oil switches, battery packs and racks, and similar equipment furnished under Division 26, 27 and 28.

END OF SECTION 26 0529

## SECTION 26 0532 - CONDUIT RACEWAY

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division 1 Specification sections, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is part of each Division-26 section making reference to electrical raceways and specified herein.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of raceways is indicated by drawings and schedules.
- B. Division-26 is responsible to provide conduit and rough-in for all thermostat controls located within walls. Coordinate with the Controls Contractor and verify exact location of all thermostats. Obtain and review submittals of Temperature Control Equipment from Controls Contractor and Divisions 21-23.
- C. Types of raceways in this section include the following:
  - 1. Electrical Metallic Tubing
  - 2. Flexible Metal Conduit
  - 3. Intermediate Metal Conduit
  - 4. Liquid-tight Flexible Metal Conduit
  - 5. Rigid Metal Conduit
  - 6. Rigid Non-metallic Conduit

#### 1.3 QUALITY ASSURANCE:

- A. **MANUFACTURERS:** Firms regularly engaged in manufacture of raceway systems of types and sizes required, whose products have been in satisfactory use in similar service for not less than three (3) years.
- B. **STANDARDS:** Comply with applicable portions of NEMA standards pertaining to raceways. Comply with applicable portions of UL safety standards pertaining to electrical raceway systems; and provide products and components that have been UL-listed and labeled. Comply with NEC requirements as applicable to construction and installation of raceway systems.

#### 1.4 SUBMITTALS:

- A. Not Required.

### PART 2 – PRODUCTS

#### 2.1 METAL CONDUIT AND TUBING:

- A. **GENERAL:**
  - 1. Provide metal conduit, tubing and fittings of types, grades, sizes and weights (wall thicknesses) as indicated; with minimum trade size of 3/4".
- B. **RIGID METAL CONDUIT (RMC):** FS WW-C-0581 and ANSI C80.1.

- C. INTERMEDIATE STEEL CONDUIT (IMC): FS WW-C-581.
- D. PVC EXTERNALLY COATED RIGID STEEL CONDUIT: ANSI C80.1 and NEMA Std. Pub. No. RN 1.
- E. ALUMINUM CONDUIT: Not acceptable.
- F. ELECTRICAL NON-METALLIC TUBING (ENT) SYSTEM: Not acceptable.
- G. MC CABLE: Only acceptable as indicated below.
  - 1. The use of MC or MC-PCS cable is only acceptable for light fixture whips utilizing 0-10V control schemes, not longer than 72" in length, located above removable grid ceilings. All MC cable shall be provided with anti-short fittings.
    - a. Acceptable Manufacturers
      - i. AFC – MC Luminary Cable
      - ii. Encore – MC-LED Lighting Cable
      - iii. Southwire – MC-PCS Duo
- H. RIGID AND INTERMEDIATE STEEL CONDUIT FITTINGS:
  - 1. Provide fully threaded malleable steel couplings; raintight and concrete tight where required by application. Provide double locknuts and metal bushings at all conduit terminations. Install OZ Type B bushings on conduits 1-1/4" and larger.
- I. ELECTRICAL METALLIC TUBING (EMT): FS WW-C-563 and ANSI C80.3.
- J. EMT FITTINGS:
  - 1. Provide insulated throat nylon bushings with non-indenter type malleable steel fittings at all conduit terminations. Install OZ Type B bushings on conduits 1" larger. Cast or indenter type fittings are not acceptable.
- K. FLEXIBLE METAL CONDUIT: FS WW-C-566, of the following type;
  - 1. Zinc-coated steel.
- L. FLEXIBLE METAL CONDUIT FITTINGS: FS W-F-406, Type 1, Class 1, and Style A.
- M. LIQUID TIGHT FLEXIBLE METAL CONDUIT:
  - 1. Provide liquid-tight, flexible metal conduit; constructed of single strip, flexible continuous, interlocked, and double-wrapped steel; galvanized inside and outside; coated with liquid-tight jacket of flexible polyvinyl chloride (PVC).
- N. LIQUID-TIGHT FLEXIBLE METAL CONDUIT FITTINGS: FS W-F-406, Type 1, Class 3, Style G.
- O. EXPANSION FITTINGS: OZ Type AX, or equivalent to suit application.

## 2.2 NON-METALLIC CONDUIT AND DUCTS:

- A. GENERAL:
  - 1. Provide non-metallic conduit, ducts and fittings of types, sizes and weights as indicated; with minimum trade size of 3/4".
- B. PVC AND ABS PLASTIC UTILITIES DUCT FITTINGS:
- C. ANSI/NEMA TC 9, match to duct type and material.
- D. HDPE CONDUIT: Not acceptable.

### 2.3 CONDUIT; TUBING; AND DUCT ACCESSORIES:

- A. Provide conduit, tubing and duct accessories of types and sizes, and materials, complying with manufacturer's published product information, that mate and match conduit and tubing. Provide manufactured spacers in all duct bank runs.

### 2.4 SEALING BUSHINGS:

- A. Provide OZ Type FSK, WSK, or CSMI as required by application. Provide OZ type CSB internal sealing bushings.

### 2.5 CABLE SUPPORTS:

- A. Provide OZ cable supports for vertical risers, type as required by application.

## PART 3 - EXECUTION

### 3.1 INSTALLATION OF ELECTRICAL RACEWAYS:

- A. Install electrical raceways where indicated; in accordance with manufacturer's written instructions, applicable requirements of NEC and NECA "Standard of Installation", and in accordance with the following:
  - 1. BRANCH CIRCUITS, SIGNAL AND CONTROL CIRCUITS, AND INDIVIDUAL EQUIPMENT CIRCUITS RATED LESS THAN 100 AMPS:
    - a. Install in electric metallic tubing (EMT). Below concrete slab-on-grade or in earth fill, install in non-metallic plastic duct. In areas exposed to weather, moisture, or physical damage, install in RMC or IMC. In suspended slabs, install in EMT (NOT APPROVED).
- B. Coordinate with other work including metal and concrete deck work, as necessary to interface installation of electrical raceways and components.
- C. Install raceway in accordance with the following:
  - 1. Provide a minimum of 12" clearance measured from outside of insulation from flues, steam and hot water piping, etc. Avoid installing raceways in immediate vicinity of boilers and similar heat emitting equipment. Conceal raceways in finished walls, ceilings and floor (other than slab-on-grade), except in mechanical, electrical and/or communication rooms, conceal all conduit and connections to motors, equipment, and surface mounted cabinets unless exposed work is indicated on the drawings. Run concealed conduits in as direct a line as possible with gradual bends. Where conduit is exposed in mechanical spaces, etc., install parallel with or at right angles to building or room structural lines. Do not install lighting raceway until piping and duct work locations have been determined in order to avoid fixtures being obstructed by overhead equipment.
  - 2. PVC conduit may be utilized within CMU and Block type walls. At the point exiting or offsetting from wall transition to EMT and metal electrical box as required.
  - 3. The required raceway size, for any given installation, shall remain the same throughout the entire length of the run. At no point shall any conduit be reduced in size.
  - 4. Where cutting raceway is necessary, remove all inside and outside burrs; make cuts smooth and square with raceway. Paint all field threads (or portions of raceway where corrosion protection has been damaged) with primer and enamel finish coat to match adjacent raceway surface.

5. Provide a minimum of 1 ½" from nearest surface of the roof decking to raceway.
  6. In open gymnasiums, auditoriums, etc; all conduit shall be installed in straight lines parallel to, or at right angles to, the structure or adjacent building elements. Separations between conduits and fastenings of conduits shall be neat and consistent. Conduit shall be installed as tight to the bottom of structural elements when parallel to joists as code will allow. Overall installation shall be accomplished in an aesthetic and workmanlike manner. No conduits shall be allowed to run perpendicular to the bottom chord and at the bottom of the joists.
  7. Provide conduit from device to device in open and/or exposed ceilings. Ceilings with clouds are considered open/exposed ceiling. No exposed cables shall be seen from below.
  8. Provide a maximum of three phase conductors in any one conduit or as approved by electrical engineer. Where phase conductors share a common neutral they must have a means to simultaneously disconnect all ungrounded conductors at the point where the branch circuits originate. The ungrounded and neutral conductors of a multi-wire branch circuit must be grouped together by wire ties at the point of origination.
  9. Provide neutral and ground wire as specified elsewhere in documents.
  10. Provide separate neutral conductor for all single phase branch circuits installed. No shared neutrals are allowed. Neutral conductor shall be the same size as the phase conductor.
- D. Comply with NEC for requirements for installation of pull boxes in long runs.
  - E. Cap open ends of conduits and protect other raceways as required against accumulation of dirt and debris. Pull a mandrel and swab through all conduit before installing conductors. Install a 200 lb. nylon pull cord in each empty conduit run.
  - F. Replace all crushed, wrinkled or deformed raceway before installing conductors.
  - G. Do not use flame type devices as a heat application to bend PVC conduit. Use a heating device that supplies uniform heat over the entire area without scorching the conduit.
  - H. Provide rigid metal conduit (RMC) for all bends greater than 22 degrees in buried conduit. Provide protective coating for RMC bend as specified herein.
  - I. Where raceways penetrate building, area ways, manholes or vault walls and floors below grade, install rigid metal conduit (RMC) for a minimum distance of 10 feet on the exterior side of the floor or wall measured from interior face. Provide OZ, Type FSK, WSK or CSMI sealing bushings (with external membrane clamps as applicable) for all conduit penetrations entering walls or slabs below grade. Provide segmented type CSB internal sealing bushings in all raceways penetrating building walls and slabs below grade, and in all above grade raceway penetrations susceptible to moisture migration into building through raceway.
  - J. Install liquid-tight flexible conduit for connection of motors, transformers, and other electrical equipment where subject to movement and vibration.
  - K. Install spare 3/4" conduits (capped) from each branch panelboard into the ceiling and floor space. Run five into the ceiling space and five into the floor space. Where the floor is not accessible run six conduits into the ceiling space. Run conduits the required distance necessary to reach accessible ceiling space.
  - L. Provide OZ expansion fittings on all conduits crossing building expansion joints, both in slab and suspended.
  - M. Provide OZ cable supports in all vertical risers in accordance with NEC 300-19; type as required by application.

- N. Complete installation of electrical raceways before starting installation of cables/conductors within raceways.
- O. Raceway installation below grade:
1. Apply protective coating to metallic raceways in direct contact with earth or fill of any type; consisting of spirally wrapped PVC tape (1/2" minimum overlap of scotch wrap tape or equal); or factory applied vinyl cladding (minimum thickness .020 inches). Completely wrap and tape all field joints.
  2. Burial depths must comply with NEC Section 300-5 but in no case be less than 24", unless noted otherwise on drawings.
- P. Raceway installation below slab-on-grade, or below grade:
1. For slab-on-grade construction, install runs of rigid plastic conduit (PVC) below slab. All raceway shall be located at top of sub-grade and a minimum of 6" below bottom of slab. Stake down conduits as required to keep conduits from floating or moving. Coordinate strictly with other trades at grade level structural members for correct installation. Install RMC (with protective coating) for raceways passing vertically through slab-on-grade. Slope raceways as required to drain away from electrical enclosures and to avoid collection of moisture in raceway low points.
  2. Apply protective coating to metallic raceways in direct contact with earth or fill of any type; consisting of spirally wrapped PVC tape (1/2" minimum overlap of scotch wrap tape or equal); or factory applied vinyl cladding (minimum thickness .020 inches). Completely wrap and tape all field joints.
  3. Mark all buried conduits that do not require concrete encasement by placing yellow plastic marker tape (minimum 6" wide) along entire length of run 12" below final grade. Where multiple small lines are buried in a common trench and do not exceed an overall width of 16", install a single line marker.
  4. Burial depths must comply with NEC Section 300-5 but in no case be less than 24", unless noted otherwise on drawings.
  5. Do not locate utility feeds under any structure. Verify all utility power paths with RMP prior to any rough-in. Utility burial depths must comply with RMP requirements or AHJ, but in no case be less than 48" minimum, unless noted otherwise on drawings, diagrams etc.
- Q. Raceway installation in suspended slabs:
1. No conduit can be installed in suspended slabs.
- R. Raceway installation in hazardous locations:
1. Install RMC in all hazardous locations as defined by NEC. Provide suitable fittings, seal-offs, boxes, etc. to comply with requirements.
  2. Engage at least five full threads on all fittings. Provide inspection fittings with explosion proof drains to prevent water accumulation in conduit runs. Install seal-offs for arcing or high temperature equipment, at housing with splices or taps and where conduits enter or leave the hazardous area. Provide seal-offs of the appropriate type for vertical or horizontal installation. Ground all metallic parts.
- S. Electrical Identification: Refer to Section 260553 for requirements.

END OF SECTION 26 0532

BLANK PAGE



## SECTION 26 0533 - ELECTRICAL BOXES AND FITTINGS

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specifications sections, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is a part of each Division-26, 27 and 28 section making reference to electrical wiring boxes and fittings specified herein. See Section 260532, Raceways, for additional requirements.

#### 1.2 DESCRIPTION OF WORK:

- A. The extent of electrical box and electrical fitting work is indicated by drawings and schedules.
- B. Types of electrical boxes and fittings in this section include the following:
  - 1. Outlet Boxes
  - 2. Junction Boxes
  - 3. Pull Boxes
  - 4. Floor Boxes
  - 5. Conduit Bodies
  - 6. Bushings
  - 7. Locknuts
  - 8. Knockout Closures
  - 9. Miscellaneous Boxes and Fittings

#### 1.3 QUALITY ASSURANCE:

- A. Comply with NEC as applicable to construction and installation of electrical boxes and fittings. Comply with ANSI C 134,1 (NEMA Standards Pub No. OS 1) as applicable to sheet-steel outlet boxes, device boxes, covers and box supports. Provide electrical boxes and fittings that have been UL-listed and labeled.

#### 1.4 SUBMITTALS:

- A. Submit manufacturer's data including specifications, installation instruction and general recommendations for each type of floor box used on project.

### PART 2 - PRODUCTS

#### 2.1 FABRICATED MATERIALS:

##### A. INTERIOR OUTLET BOXES:

- 1. Provide one piece, galvanized flat rolled sheet steel interior outlet wiring boxes with accessory rings, of types, shapes and sizes, including box depths, to suit each respective location and installation, construct with stamped knockouts in back and sides, and with threaded screw holes with corrosion-resistant screws for securing box and covers and wiring devices; minimum size 4"x4"x2-1/8".

2. Provide an 'FS' box, with no knockouts when surface mounted in a finished, non-utility space. Surface mounting is only acceptable when approved by the Architect.
- B. INTERIOR OUTLET BOX ACCESSORIES:
1. Provide outlet box accessories as required for each installation, including mounting brackets, hangers, extension rings, fixture studs, cable clamps and metal straps for supporting outlet boxes, that are compatible with outlet boxes being used and fulfilling requirements of individual wiring applications.
- C. WEATHERPROOF OUTLET BOXES:
1. Provide corrosion-resistant cast-metal weatherproof outlet wiring boxes, of types, shapes and sizes (including depth) required, with threaded conduit ends, cast-metal face plates with spring-hinged waterproof caps suitably configured for each application, with face plate gaskets and corrosion-resistant fasteners.
- D. JUNCTION AND PULL BOXES:
1. Provide code-gage sheet steel junction and pull boxes, with screw-on covers; of types, shapes and sizes to suit each respective location and installation; with welded seams and equipped with stainless steel nuts, bolts, screws and washers.
- E. CONDUIT BODIES:
1. Provide galvanized cast-metal conduit bodies, of types, shapes and sizes to suit respective locations and installation, construct with threaded-conduit-entrance ends, removable covers, and corrosion-resistant screws.
- F. BUSHINGS, KNOCKOUT CLOSURES AND LOCKNUTS:
1. Provide corrosion-resistant punched-steel box knockout closures, conduit locknuts and malleable steel conduit bushings and offset connectors, of types and sizes to suit respective uses and installation.

### PART 3 - EXECUTION

#### 3.1 INSTALLATION OF ELECTRICAL BOXES AND FITTINGS:

##### A. GENERAL:

1. Install electrical boxes and fittings where indicated, complying with manufacturer's written instructions, applicable requirements of NEC and NECA's "Standard of Installation", and in compliance with recognized industry practices to ensure that products fulfill requirements.
2. Coordinate installation of electrical boxes and fittings with wire/cable and raceway installation work.
3. Provide coverplates for all boxes. See Section 262726, Wiring Devices.
4. Provide weatherproof outlets for interior and exterior locations exposed to weather or moisture.
5. Provide knockout closures to cap unused knockout holes where blanks have been removed.
6. Install boxes and conduit bodies to ensure ready accessibility of electrical wiring. Do not install boxes above ducts or behind equipment. Install recessed boxes with face of box or ring flush with adjacent surface. Seal between switch, receptacle and other outlet box openings and adjacent surfaces with plaster, grout, or similar suitable material.

7. Fasten boxes rigidly to substrates or structural surfaces, or solidly embed electrical boxes in concrete or masonry. Use bar hangers for stud construction. Use of nails for securing boxes is prohibited. Set boxes on opposite sides of common wall with minimum 10" of conduit between them. Set boxes on opposite sides of fire resistant walls with minimum of 24" separation.
8. Provide a minimum of 1 ½" from the nearest surface of the roof decking to the installed boxes.
9. Provide electrical connections for installed boxes.

END OF SECTION 26 0533

BLANK PAGE

## SECTION 26 0553 - ELECTRICAL IDENTIFICATION

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Requirements of the following Division 26 Sections apply to this section:
  - 1. "Basic Electrical Requirements".
  - 2. "Basic Electrical Materials and Methods".

#### 1.2 SUMMARY

- A. This section includes identification of electrical materials, equipment and installations. It includes requirements for electrical identification components including but not limited to the following:
  - 1. Buried electrical line warnings.
  - 2. Identification labels for raceways, cables and conductors.
  - 3. Operational instruction signs.
  - 4. Warning and caution signs.
  - 5. Equipment labels and signs.
  - 6. Arc-flash hazard labels
- B. Related Sections: The following sections contain requirements that relate to this section:
- C. Division 9 Section "Painting" for related identification requirements.
- D. Refer to other Division 26 sections for additional specific electrical identification associated with specific items.

#### 1.3 QUALITY ASSURANCE

- A. Electrical Component Standard: Components and installation shall comply with NFPA 70 "National Electrical Code"

#### 1.4 SUBMITTALS: Refer to Section 26 0503 for requirements.

### PART 2 – PRODUCTS

#### 2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by the following:
  - 1. American Labelmark Co.
  - 2. Calpico, Inc.
  - 3. Cole-Flex Corp.
  - 4. Emed Co., Inc.
  - 5. George-Ingraham Corp.
  - 6. Ideal Industries, Inc.
  - 7. Kraftbilt
  - 8. LEM Products, Inc.

9. Markal Corp
10. National Band and Tag Co.
11. Panduit Corp.
12. Radar Engineers Div., EPIC Corp.
13. Seton Name Plate Co.
14. Standard Signs, Inc.
15. W.H Brady, Co.

## 2.2 ELECTRICAL IDENTIFICATION PRODUCTS

- A. Colored Conduit Systems for raceway identification:
  1. Factory-painted conduit and/or factory-painted couplings and fittings
- B. Colored paint for raceway identification:
  1. Use [Kwal Paint](#) colors as specified in Part 3 – Execution.
- C. Color Adhesive Marking Tape for Raceways, Wires and Cables:
  1. Self-adhesive vinyl tape not less than 3 mills thick by 1" to 2" in width.
- D. Underground Line Detectable Marking Tape:
  1. Permanent, bright colored, continuous-printed, acid- and alkali-resistant plastic tape specifically compounded for direct-burial service. Not less than 6" wide by 4 mills thick.
  2. With metallic core encased in a protective jacket for corrosion protection, detectable by metal detector when tape is buried up to 30 inches deep.
  3. Printed legend indicative of general type of underground line below.
- E. Wire/Cable Designation Tape Markers:
  1. Vinyl or vinyl-cloth, self-adhesive, wraparound, cable/conductor markers with pre-printed numbers and letters.
- F. Brass or Aluminum Tags:
  1. Metal tags with stamped legend, punched for fastener.
  2. Dimensions: 2" X 2" 19 gage.
- G. Engraved, Plastic Laminated Labels, Signs and Instruction Plates:
  1. Engraving stock plastic laminate, 1/16" minimum thickness for signs up to 20 sq. in. or 8" in length; 1/8 " thick for larger sizes. Engraved legend in 1/4" high white letters on black face and punched for mechanical fasteners.
- H. Arc-flash Hazard Labels:
  1. ANSI Z535.4 Safety Label.
  2. Adhesive backed polyester with self-laminating flap. Chemical, abrasion and heat resistant.
  3. Dimensions: 5" x 3.5"
  4. Information contained: Arc-flash boundary; Voltage; Flash Hazard Category; Incident Energy (arc rating); checkboxes for the required Personal Protective Equipment (PPE) and the date that the calculations were performed.
- I. Equipment Labels:
  1. Adhesive backed polyester with self-laminating flap. Chemical, abrasion and heat resistant.

2. Dimensions: minimum 5" x 2"
3. Conductor-Identification-Means Labels:
  - a. Information contained: the method utilized for identifying ungrounded conductors within switchboards, distribution panels and branch circuit panels.
4. Available-Fault-Current Labels:
  - a. Information contained: maximum available fault current at the respective piece of equipment, and date of calculation of fault current.
5. Source-of-Supply Labels:
  - a. Information contained: indicate the device or equipment where the power supply originates.
- J. Baked Enamel Warning and Caution Signs for Interior Use:
  1. Preprinted aluminum signs, punched for fasteners, with colors legend and size appropriate to location.
- K. Fasteners for Plastic-Laminated and Metal Signs:
  1. Self-tapping stainless steel screws or # 10/32 stainless steel machine screws with nuts, flat and lock washers.
- L. Cable Ties:
  1. Fungus-inert, self-extinguishing, one-piece, self-locking nylon cable ties, 0.18" minimum width, 50-lb. Minimum tensile strength, and suitable for a temperature range from minus 40° F. to 185° F. Provide ties for specified colors when used for color coding.
- M. Colored Support Wires:
  1. When electrical equipment/wiring is supported by wires within the ceiling cavity, these wires shall be independent of the ceiling support assembly and shall be distinguishable by painting entire length in bright yellow.

## PART 3 – EXECUTION

### 3.1 INSTALLATION

- A. Lettering and Graphics:
  1. Coordinate names, abbreviations, colors and other designations used in electrical identification work with corresponding designations specified or indicated. Install numbers, lettering and colors as approved in submittals and as required by code.
- B. Install identification devices in accordance with manufacturer's written instructions and requirements of NEC.
- C. Sequence of Work:
  1. Where identification is to be applied to surfaces that require a finish, install identification after completion of finish work.
- D. Conduit Identification:
  1. Identify Raceways of Certain Systems with Color Coding. Acceptable means of color identification are as follows:
    - a. Factory-painted conduit.
    - b. Band exposed or accessible raceways of the following systems for identification. Bands shall be pre-tensioned, snap-around colored plastic

sleeves, colored adhesive marking tape, or a combination of the two. Make each color band 2 inches wide, completely encircling conduit, and place adjacent bands of two-color markings in contact, side by side. Install bands at changes in direction, at penetrations of walls and floors, and at 40-foot maximum intervals in straight runs. Apply the following colors:

- i. Fire Alarm System: Red
- ii. Sound/IC: Yellow
- iii. Data: Blue
- iv. MATV: Black
- v. Security: Orange
- vi. Legally Required Emergency Systems: Red with Black Stripe (Per NEC 700.10(A))

2. Identify Junction, Pull and Connection Boxes.

- a. Code-required caution sign for boxes shall be pressured-sensitive, self-adhesive label indication system voltage in black, preprinted on orange background. Install on outside of box cover. Also label box covers on outside of cover with identity of contained circuits. Use pressure-sensitive plastic labels at exposed locations and similar labels or plasticized card stock tags at concealed boxes.

3. Label and paint the covers of the systems junction boxes as follows:

<u>SYSTEM</u>	<u>COLOR (ALL COLORS ARE KWAL PAINT)</u>	
Fire Alarm	Red Alert	AC118R
Sound/IC	Competition Yellow	7225A
Security	Fiesta Orange	AC107Y
Data	Neon Blue	7076A
MATV	Flat Black	
Legally Required EM System	Red/Black Stripe	

E. Underground Electrical Line Identification.

- 1. During trench backfilling, for exterior underground power, signal, and communications lines, install continuous underground line detectable marking tape, located directly above line at 6 to 8 inches below finished grade. Where multiple lines are installed in a common trench or concrete envelope, do not exceed an overall width of 16 inches; install a single line marker.
- 2. Install detectable marking tape for all underground wiring, both direct-buried and in raceway.
- 3. Provide red marker dye applied to concrete encased ductbank.

F. Conductor Color Coding.

- 1. Provide color coding for secondary service, feeder and branch circuit conductors throughout the project secondary electrical system as follows:

<u>CONDUCTOR</u>	<u>208Y / 120V System</u>	<u>480Y / 277V System</u>
Phase A	Black	Brown



Phase B	Red	Orange
Phase C	Blue	Yellow
Shared/Single Neutral	White	Gray
Neutral A (dedicated)	White w/Black Stripe	Gray w/Black Stripe
Neutral B (dedicated)	White w/Red Stripe	Gray w/Orange Stripe
Neutral C (dedicated)	White w/Blue Stripe	Gray w/Yellow Stripe
Equipment Ground	Green	Green
Isolated Ground	Green w/Yellow Strip	Green w/Yellow Stripe

2. Switch legs, travelers and other wiring for branch circuits shall be of colors other than those listed above.
3. Use conductors with color factory applied the entire length of the conductors except as follows:
  - a. The following field-applied color-coding methods may be used in lieu of factory-coded wire for sizes larger than No. 10 AWG.
  - b. Apply colored, pressure-sensitive plastic tape in half-lapped turns for a distance of 6 inches from terminal points and in boxes where splices or taps are made. Apply the last two laps of tape with no tension to prevent possible unwinding. Use 1-inch-wide tape in colors as specified. Do not obliterate cable identification markings by taping. Tape locations may be adjusted slightly to prevent such obliteration.
  - c. In lieu of pressure-sensitive tape, colored cable ties may be used for color identification. Apply three ties of specified color to each wire at each terminal or splice point starting 3 inches from the terminal and spaced 3 inches apart. Apply with a special tool or pliers, tighten for snug fit, and cut off excess length.

G. Power Circuit Identification.

1. Securely fasten identifying metal tags or aluminum wraparound marker bands to cables, feeders, and power circuits in vaults, pull boxes, junction boxes, manholes, and switchboard rooms with 1/4-inch steel letter and number stamps with legend to correspond with designations on Drawings. If metal tags are provided, attach them with approximately 55-lb monofilament line or one-piece self-locking nylon cable ties.
2. Tag or label conductors as follows:
  - a. Future Connections: Conductors indicated to be for future connection or connection under another contract with identification indicating source and circuit numbers.
  - b. Multiple Circuits: Where multiple branch circuits or control wiring or communications/ signal conductors are present in the same box or enclosure (except for three-circuit, four-wire home runs), label each conductor or cable. Provide legend indicating source, voltage, circuit number, and phase for branch circuit wiring. Phase and voltage of branch circuit wiring may be indicated by mean of coded color of conductor insulation. For control and communications/signal wiring, use color coding or wire/cable marking tape at terminations and at intermediate locations where conductors appear in wiring boxes, troughs, and control cabinets. Use consistent letter/number conductor designations throughout on wire/cable marking tapes.

3. Match identification markings with designations used in panelboards shop drawings, Contract Documents, and similar previously established identification schemes for the facility's electrical installations.
- H. Apply warning, caution and instruction signs and stencils as follows:
1. Install warning, caution, or instruction signs where required by NEC, where indicated, or where reasonably required to assure safe operation and maintenance of electrical systems and of the items they connect. Install engraved plastic-laminated instruction signs with approved legend where instructions or explanations are needed for system or equipment operation. Install butyrate signs with metal backing for outdoor items. Warning and caution signs shall be furnished and installed on, but not be limited to the following equipment and locations:
    - a. Entrances to rooms and other guarded locations that contain exposed live parts 600 volts or less; signs shall forbid unqualified personnel to enter.
    - b. Switch and Overcurrent device enclosures with splices, taps and feed-through conductors. Provide warning label on the enclosures that identifies the nearest disconnecting means for any feed-through conductors.
    - c. Entrances to buildings, vaults, rooms or enclosures containing exposed live parts or exposed conductors operating at over 600 volts: DANGER-HIGH VOLTAGE-KEEP OUT.
    - d. Metal-enclosed switchgear, unit substations, transformers, enclosures, pull boxes, connection boxes and similar equipment operating at over 600 volts shall have appropriate caution signs and warning labels.
    - e. Indoor and Outdoor substations operating over 600 volts. Provide warning signs, instructional signs and single-line diagrams in accordance with NEC 225.70.
- I. Emergency Operating Signs: Install engraved laminated signs with white legend on red background with minimum 3/8-inch high lettering for emergency instructions on power transfer, load shedding, or other emergency operations.
- J. Install equipment/system circuit/device identification as follows:
1. Apply equipment identification labels of engraved plastic-laminate on each major unit of electrical equipment in building, including central or master unit of each electrical system. This includes communication/signal/alarm systems, unless unit is specified with its own self-explanatory identification. Except as otherwise indicated, provide single line of text, with 1/4"-high lettering on 1-inch-high label (1 1/2-inch-high where two lines are required) white lettering in black field. White lettering in red field for Emergency Power Systems. Text shall match terminology and numbering of the Contract Documents and shop drawings. Apply labels for each unit of the following categories of electrical equipment.
    - a. Each service disconnect, to identify it as a service disconnect.
    - b. Panelboards (exterior and interior), electrical cabinets, and enclosures. For subpanels, identify feeder circuit served from.
    - c. Switches in fusible panelboards shall be labeled. Main switches shall be identified.
    - d. Access doors and panels for concealed electrical items.
    - e. Electrical switchgear and switchboards.
    - f. Motor control centers.

- g. Motor starters, including circuit origination, HP, heater size, FLA, and mechanical equipment designation.
  - h. Disconnect switches.
  - i. Pushbutton stations.
  - j. Power transfer equipment.
  - k. Contactors.
  - l. Dimmers.
  - m. Control devices.
  - n. Transformers.
  - o. Power generating units, to include transfer switches.
  - p. Telephone switching equipment.
  - q. Clock/program master equipment.
  - r. Call system master station.
  - s. TV/audio monitoring master station.
  - t. Fire alarm master station or control panel.
  - u. Busduct – Label all cable tap boxes, bus plug-in units, etc. with plastic laminate labels designating load served.
  - v. Variable frequency drives.
  - w. Lighting Control Equipment.
  - x. Uninterruptable Power Supply.
- K. Post Conductor-Identification-Means labels at locations of switchboards, distribution panels and branch circuit panels. The labels shall identify the color-coding used on ungrounded conductors for each voltage system used on the premises.
- L. Apply Available-Fault-Current labels at the service entrance equipment.
- M. Apply Source-of-Supply labels on the exterior covers of equipment (except in single- or two-family dwellings) as follows:
- 1. Each switchboard supplied by a feeder.
  - 2. Each branch circuit panelboard supplied by a feeder.
  - 3. Each disconnect switch serving elevators, escalators, moving walks, chairlifts, platform lifts and dumbwaiters.
  - 4. Each dry type transformer (or primary-side disconnect switch at transformer). If the primary-side disconnect is remote from the transformer, both the remote disconnect and the transformer shall be labeled, and the transformer label shall also indicate the location of the disconnect.
  - 5. Each feeder disconnect, branch circuit disconnect, panelboard or switchboard in a remote building or structure.
  - 6. Each on-site emergency power source, with sign placed at service entrance equipment to comply with NEC 700.
- N. The label shall identify the device or equipment where the power supply originates, and the system voltage, phase or line and system at all termination, connection and splice points. For example: Feeder Power Supply for Panel "XX" Originates at Panel "XX" (or Switchboard "XX", Transformer "XX", Switch "XX", etc.); 120/208 volts, 3-phase, Phase Color Identification (or 120/240, 277/480, etc.).
- O. Install Arc-flash hazard labels on the following equipment:
- 1. Each piece of service entrance equipment.

2. Each power distribution switchboard or panel.
  3. Each individually mounted circuit breaker.
  4. Each branch circuit panelboard.
  5. Each motor control center.
  6. Each individually mounted motor starter.
  7. Each meter socket enclosure.
- P. Apply circuit/control/item designation labels of engraved plastic laminate for disconnect switches, breakers, pushbuttons, pilot lights, motor control centers, and similar items for power distribution and control components above, except panelboards and alarm/signal components, where labeling is specified elsewhere.
- Q. Install labels at locations indicated and at locations for best convenience of viewing without interference with operation and maintenance of equipment.
- R. Engrave all receptacle plates other than those serving 120 volt, single phase devices. State voltage and amperage characteristics: Example; "208V 30A".
- S. Mark each device box (for each type of wiring device) with a permanent ink felt tip marker, indicating the circuit that the device is connected to: Example; "CKT A-1"
- T. Label circuit breaker feeding fire alarm panel "Fire Alarm Circuit". Using plastic laminate label, white lettering on a red background.

END OF SECTION 26 0553

## SECTION 26 4119 - DEMOLITION

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Special Provisions, Division 1 and Division-2 Specification sections, apply to work of this section.
- B. This section is a Division-26 Basic Materials and Methods section, and is part of each Division-26 section making reference to demolition.

#### 1.2 DESCRIPTION OF WORK:

- A. Extent of major items of demolition work is indicated by drawings. Other demolition work shall be performed as required to maintain system operation.
- B. The intent of the drawings is to indicate major items affected and not to show every device, outlet, fixture, etc. affected by demolition work.
- C. The drawings do not necessarily reflect as-built conditions. The contractor shall visit the jobsite prior to bidding to determine the overall scope of demolition work.
- D. Refer to sections of other Divisions for applicable requirements affecting demolition work.
- E. Refer to Section 260500 for requirements with regard to power outages affecting the operation of existing electrical systems.

#### 1.3 QUALITY ASSURANCE:

##### A. NEC COMPLIANCE:

- 1. Comply with applicable portions of NEC as to methods used for demolition work.

### PART 2 - PRODUCTS (NOT USED)

### PART 3 - EXECUTION

#### 3.1 GENERAL:

- A. Demolition work shall be laid out in advance to eliminate unnecessary cutting, drilling, channeling, etc. Where such cutting, drilling, or channeling becomes necessary, perform with care, use skilled mechanics of the trades involved. Repair damage to building and equipment. Cutting work of other Contractors shall be done only with the consent of that Contractor. Cutting of structural members shall not be permitted.

#### 3.2 PATCHING AND REPAIR

- A. The Contractor is responsible for all demolition, patching and repair of all finished interior surfaces pertaining to the installation of this particular phase of work. All surfaces shall be finished (painted, etc.) to match the adjacent materials, finishes and colors.
- B. Hard surfaces: Whenever demolition or excavation is required for the installation of the electrical system, it shall be the responsibility of this contractor to make repairs and/or replacements of hard finish surfaces such as concrete, asphalt, roofing, etc.
- C. The method of patching and repair shall follow good construction practices and all finished surfaces shall match materials and finish wherein the demolition occurred.

#### 3.3 EXISTING EQUIPMENT

- A. The following is a part of this project and all costs pertaining thereto shall be included in the base bid.
- B. The new electrical equipment and apparatus shall be coordinated and connected into the

existing system as required. Auxiliary systems shall comply, unless otherwise specified.

- C. The existing electrical devices, conduit and/or equipment that for any reason obstructs construction shall be relocated. Provide conduit, wiring, junction boxes, etc. as required to extend existing circuits and systems to relocated devices or equipment.
- D. The new fixtures indicated for existing outlets shall be installed in accordance with the fixture specifications.
- E. When installing equipment in the existing building, it shall be concealed.
- F. All existing electrical equipment and systems in portions of the building not being remodeled shall be kept operational, in service and in working condition throughout the entire construction period. Restore any circuits and systems interrupted. Provide temporary panels, temporary wiring and conduit, etc. as required.
- G. Maintain circuit integrity and continuity of all existing circuits and systems that interfere with or are interrupted by remodel work unless those circuits are to be abandoned completely. Maintain all circuits and systems in operation during construction. Provide temporary panels, temporary wiring and conduit, etc. as required.
- H. Existing raceways may be used where possible in place, except as noted. All circuits, conduit and wire that are not used in the remodeled area shall be removed back to the panelboard, where it shall be labeled a spare with circuit number indicated. Re-used raceway shall meet all requirements for new installations.
- I. The existing light fixtures that are not used in the remodeled area shall be carefully removed, and turned over to the owner or properly disposed of. Those fixtures indicated for re-use shall be thoroughly cleaned, repaired as required, re-lamped and installed as indicated.
- J. Move and adjust existing lighting as required for demolition and construction.
- K. Obtain permission from the Architect and Owner's representative before penetrating any ceiling, floor, and wall surfaces.
- L. Any and all equipment having electrical connections that require disconnecting and reconnection at the same or another location throughout the course of construction shall be included as part of this contract.

END OF SECTION 26 4119

DIVISION 28 – ELECTRONIC SAFETY AND SECURITY

28 0501 COMMON REQUIREMENTS FOR SECURITY SYSTEMS

28 2205 ACCESS CONTROL SYSTEM

28 2300 IP VIDEO SURVEILLANCE SYSTEM

28 3111 FIRE ALARM AND DETECTION SYSTEM

## SECTION 28 0501 - COMMON REQUIREMENTS FOR SECURITY SYSTEMS

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Architectural, Structural, Mechanical, Electrical and other applicable documents are considered a part of the security documents insofar as they apply as if referred to in full. Contractors must review the entire set of plans and specifications. Reviewing only the security set is not acceptable.
- C. Division 26, 27 & 28 basic materials and methods sections apply to work specified in this section, including but not limited to for requirements for raceways, trays, boxes, and fittings, and supporting devices, and other sections, as applicable.
- D. Refer to specification 26 0553 Electrical Identification for cabling, conduit, and junction box color requirements.
- E. Refer to specification 27 1500 Telephone Data Systems for category and/or optical fiber cable, connectivity specifications, additional pathway requirements, and installation standards.
- F. This specification does not address other Division 28 sections, such as the Nurse Call System and/or Fire Alarm and Detection Systems.

#### 1.2 ENGINEER CONTACT INFORMATION:

- A. BNA Security Contact(s):
  - 1. Drayton Bailey  
Phone: 801-532-2196  
Email: [Drayton@BNAConsulting.com](mailto:Drayton@BNAConsulting.com)
  - 2. Dan Varney  
Phone: 801-532-2196  
Email: [DVarney@BNAConsulting.com](mailto:DVarney@BNAConsulting.com)

#### 1.3 DESCRIPTION OF WORK:

- A. Security work is defined as any Division 28 system specified, including but not limited to access control and video surveillance systems.
- B. The extent of security work is indicated on drawings and/or specified in Divisions 26, 27 and 28 sections of the specification. Provide all labor, materials, equipment, supervision, and service necessary for complete and working systems.
- C. Provide the specified systems in a complete and operating condition with all necessary materials and labor to fulfill the requirements and the intent of the drawings and specifications. Except as otherwise indicated, provide manufacturer's standard system components. Contractor shall provide all cables, materials, and equipment, whether specifically mentioned herein or not, to ensure a complete and functional system.
- D. Contractor is responsible for coordinating with all other trades for equipment locations, mounting requirements, supports, and plenum space requirements. Contractor shall provide plenum rated cabling if required per the mechanical drawings.
- E. Contractor shall provide 3/4" EMT conduit from devices to accessible ceiling space, then utilize non-continuous cable support devices (J-Hooks) to head-end equipment, utilizing cable tray if on project.
- F. All raceways and enclosures shall be securely fastened and/or mounted as per the



currently adopted version of the National Electrical Code (NFPA 70). All work must be completed in a neat and workmanlike manner.

#### 1.4 BID SUBMITTAL:

- A. Provide a detailed scope of work document for all services provided.
- B. The contractor is required to furnish a comprehensive bill of materials encompassing all components, accessories, and hardware essential for the assembly of a complete and fully functional system, as specified within the contract documents. The bill of materials must detail each item with clarity, including quantities, specifications, and any pertinent details necessary for system integration. Compliance with contract specifications and industry standards is imperative.
- C. Provide a breakout cost of material and labor as different line items. Bids must include line-item pricing for major parts and components of the system.
- D. Submit manufacturer certifications for all systems provided. Certifications must be from the local office providing the installation.
- E. All permitting costs shall be included in base bid.
- F. All equipment shall be installed as shown on the drawings and in strict accordance with the specifications. Any errors, conflicts, or omissions discovered in the specifications, or drawings, shall be submitted in writing to the Security Consultant for clarification in an RFI prior to bid.

#### 1.5 QUALITY ASSURANCE:

- A. MANUFACTURERS: Firms regularly engaged in manufacture of security system equipment and components of the types described here in and whose products have been in satisfactory use in similar applications for not less than 5 years.
- B. Integrating firm shall have worked satisfactorily for a minimum of (5) years of completing systems equal to this scope, quality, type, and complexity.
  - 1. Key personnel assigned to the project shall each have a minimum of (5) years of experience in completing systems equal to this scope, quality, type, and complexity.
  - 2. Contractor shall be a factory authorized installer of all equipment specified for the geographical area of the project.
  - 3. Contractor shall maintain complete installation and service facilities for the duration of the project contract.
  - 4. Contractors shall have current manufacturer certifications for all security systems and equipment listed within this specification. Certifications must be from local office providing the installation.
- C. All work shall be done by expert technicians qualified in the field with knowledge of specified systems. Workmanship shall comply with industry best practices concerning grounding, shielding, cable dressing, cable termination and equipment mounting.
- D. All technicians are required to have proper state licensing to perform work within this specification.
- E. List of qualifications include:
  - 1. Industries certifications including manufacturers.
  - 2. Past and current projects within the last 5 years are similar in scope and size.
  - 3. (3) Different referrals from the owners of (3) different projects within the last 5 years.

#### 1.6 GENERAL COORDINATION:

- A. Meet with Electrical Contractor prior to pathway rough-in to coordinate system

requirements in each area and review each security device that requires 120V power.

- B. Meet with Owner's IT Department prior to ordering equipment to coordinate IT services to equipment.
- C. Meet with Low Voltage Cabling Contractor (Division 27 1500) at least once, prior to rough-in, to verify all category cabling needs to equipment.
- D. Regular inspections are required and shall be scheduled by the contractor through the Owner/Architect at least twenty-four hours in advance.
- E. Coordinate color and finish of all components with Architect.
- F. Notify engineer of any modifications between contract documents and submittals. It is the contractor's responsibility to ensure compliance with the documents.
- G. Contractor's Project Manager will be required to schedule and provide weekly updates via remote meeting and/or email communications on progress of installation and update project schedule if any dates change from original completion.

#### 1.7 SUBMITTALS:

- A. Refer to specification 26 0502 "Electrical Submittals and Spare Parts" for submittal requirements.

### PART 2 – PRODUCTS

#### 2.1 GENERAL REQUIREMENTS

- A. Provide complete raceway system for security system including but not limited to, raceway, outlets, cover plates, backboards, cabinets, grounding and miscellaneous items as required.
- B. Provide plywood terminal backboards, 4' x 8' x  $\frac{3}{4}$ " unless otherwise noted for all security equipment unless otherwise noted to be installed in racks.

### PART 3 – EXECUTION:

#### 3.1 GENERAL REQUIREMENTS

- A. Provide and install proper finger wire duct with covers within each panel per project requirements. Provide and install Velcro to neatly bundle cables. All cabling shall be installed in a neat and workmanlike manner.
- B. Install systems as indicated, in accordance with equipment manufacturers' written instructions, and with recognized industry practices, to ensure that system equipment complies with requirements. Comply with NEC requirements and applicable portions of NECA's "Standards of Installation" practices.
- C. Coordinate all equipment locations and mounting details with other trades and suppliers.
- D. Provide at least one duplex receptacle on dedicated power circuit next to specified panels.
- E. Grounding: Provide grounding connections sufficiently tight to assure permanent and effective ground.
- F. Conceal raceways and conduits unless otherwise noted in specifications and drawings. Where exposed raceways are permitted, run parallel/perpendicular to walls.

### PART 4 – TESTING:

#### 4.1 GENERAL REQUIREMENTS:

- A. Testing: Upon completion of installation of system and after energized, demonstrate system compliance with intent.

- B. Coordinate final inspection of the systems installed, with Security Consultant, three (3) weeks in advance.

## PART 5 – LABELING & TRAINING

### 5.1 GENERAL REQUIREMENTS:

- A. The contractor shall develop and submit for approval a labeling system for the device and cable installation. Coordinate with the owner and negotiate an appropriate labeling scheme with the contractor. At a minimum, the labeling system shall clearly identify all components of the system: racks, cables, panels, and wall plates. The labeling system shall designate the cables' origin and destination and a unique identifier for the cable within the system. All labeling information shall be recorded on the as-built drawings and all test documents shall reflect the appropriate labeling scheme.
- B. All labels shall meet UL 969 requirements for legibility, defacement, and adhesion requirements. Handwritten labels are not allowed. All labels shall maintain consistent typeface, size, and color.

### 5.2 TRAINING:

- A. Provide two training sessions that consist of two hours each of training on the operation of each system, at job site, at no cost to owner. Systems shall be complete and have been finalized by the Consultant prior to training.
- B. The security contractor will terminate, program and test control equipment. As built drawing package (refer to specification 26 0502 "Electrical Submittals and Spare Parts" for as-built drawing package requirements) shall be provided to Owner personnel before commissioning shall begin. System loops will be tested, and any fault conditions found shall be corrected immediately by the contractor.

### 5.3 CYBERSECURITY

- A. Contractor shall change all default usernames and passwords for all network devices provided. A Strong Password should -
  1. Be at least 8 characters in length.
  2. Contain both upper and lowercase alphabetic characters (e.g., A-Z, a-z)
  3. Have at least one numerical character (e.g., 0-9)
  4. Have at least one special character (e.g., ~! @\$%^&\*()\_+)=)
- B. No written username or passwords shall be located in any areas of installation, except in the O&M manual.
- C. Network devices to be set up on a separate network other than owner's LAN ensuring no internal or external users can access system without authorization. Follow manufacturers hardening guide and use best industry practices to secure network and devices provided by contractor and associated with system.

### 5.4 WARRANTY AND SERVICE:

- A. The minimum warranty period shall be one year, the warranty period will begin when the system completion documents are submitted to the owners and the system has successfully passed all tests and inspections. Included in the completion documents will be a warranty and service contact form, this form will be filled out by the burglar alarm contractor, all necessary contact information shall be included to guarantee a response to the system site within 24 HOURS OF THE REQUEST FOR SYSTEM SERVICE. Only qualified technicians capable of making needed repairs and/or system programming are accepted to respond for service.
- B. Contractor shall honor equipment warranties for term established by manufacturer if greater than warranty time frame mentioned above.
- C. During warranty time period:

1. Systems designed for 24/7 operation shall be repaired and/or replaced within 24 hours of time of notification. If defective components cannot be repaired in time, provide temporary equipment as required.
2. During warranty time period, upon owner request, the contractor shall provide programming changes up to (4) four times or 4 hours free of charge.

END OF SECTION 28 0501

BLANK PAGE

## SECTION 28 2205 - ACCESS CONTROL SYSTEM

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Refer to Division 8 for the door hardware schedule and requirements.
- C. Division-26, 27 & 28 basic materials and methods sections apply to work specified in this section.
- D. Division 28 0501 Common Work Results for Electronic Safety & Security, apply to this section.

#### 1.2 DESCRIPTION OF WORK:

- A. Provide a complete and operating access control system to expand onto the existing system as indicated in the drawings, diagrams, and specifications, and is hereby defined to include, but not be limited to: access control server, mercury control panels, reader boards, power supplies, batteries, credential card readers, wireless momentary door release buttons and receivers, raceway, outlets, cover plates, jacks, backboards, cabinets, grounding, video surveillance integration, intercom integration, protective enclosures, and all required wiring. Contractor shall furnish all cables, materials, and equipment, whether specifically mentioned herein or not, to ensure a complete and functional system.
- B. Provide all necessary materials and labor to fulfill all the requirements and the intent of the drawings and specifications. Except as otherwise indicated, provide manufacturer's standard system components.
- C. Contractor is responsible for coordinating with the Division 8 door hardware contractor to review the door hardware specification and ensure all components requiring a connection are installed.
- D. Equipment lists are provided to set equipment expectations and may not be complete. Coordinate with devices shown on drawings for system intent. Provide a complete and functional system as described within the construction documents.

#### 1.3 COORDINATION (ACCESS CONTROL SPECIFIC):

- A. Coordinate with Owner, Division 8 contractor, and Division 26 contractor PRIOR to rough-in to coordinate exact location and rough-in of end devices and door functionality. Carefully review Division 8 package (including door hardware schedule and specification) prior to bid and include all components requiring a connection by Division 26 & 28. Meet with Division 8 post-bid and prior to purchase of any equipment. It is not the Security Engineer's responsibility to complete the coordination between Division 8 and Division 26 & 28 for exact locations, connections, and rough-in.
- B. All door hardware specified shall be reviewed upon award of the bid and before ordering any equipment.
- C. During construction, each location showing equipment shall be walked by the contractor and any discrepancies on door hardware fit, finish, and function shall be brought to the architect and security engineer's attention immediately. It is the contractor's responsibility to provide a complete and functioning system and door opening.
- D. Division 26, 27, and 28 contractors shall verify electrical service provided prior to ordering any electrical equipment serving electronic door hardware equipment and has the final responsibility for properly coordinating the electrical work, including the exact location of the electrical connection(s).

- E. Obtain submittals of all door hardware equipment from door hardware specification and Division 8 and 28 contractor(s). Carefully review door hardware submittal and advise in writing of any discrepancies.
- F. The contractor shall include necessary wiring and programming for fire-alarm panel tie-in and door release. Contractor is responsible to schedule and coordinate with the fire alarm contractor. It is the responsibility of the Contractor to review the Division 8 package (specifications and door hardware schedule) to confirm which doors require fire alarm release.
- G. Prior to starting any work coordinate with the owner, the Div.8 and Div.26 contractors and discuss how the ADA equipment will need to be programmed to operate with the access control system. The access control contractor shall include the necessary wiring to the ADA operators.
- H. Coordinate all interfaces between door hardware and electrical contractor, including any additional panel interface modules and licensing to provide interface between PoE/wireless electronic locks.
- I. Provide a dedicated 20-amp circuit for access control panel equipment.

1.4 QUALITY ASSURANCE:

- A. Manufacturer Certified & State Licensed Contractor(s):
  - 1. Lenel / OnGuard
    - i. Stone Security
    - ii. Security 101
- B. Bidders not pre-approved: See Division 28 0501 Part 1.5.

PART 2 – PRODUCTS

2.1 GENERAL REQUIRMENTS:

- A. Provide a complete and operable open platform / mercury-based access control system that meets the owner’s requirements, operates to the manufacturer specifications, and maintains building security.
- B. The network appliance shall be able to run on an existing TCP/IP network and accessible, configurable, and manageable from any network-connected PC with a browser and/or client.

2.2 GENERAL EQUIPMENT REQUIREMENTS:

- A. Provide necessary equipment as a baseline to ensure a complete access control system is achieved:
  - 1. Access Control Head-End Equipment/Panels

<u>Description</u>	<u>Manufacturer</u>	<u>Part Number</u>
Access Control Workstation	-	Owner Provided
Intelligent Dual Reader Controller	Lenel	LNL-X2220
Intelligent Single Door Controller	Lenel	LNL-X2210
Intelligent System Controller	Lenel	LNL-X3300
Advanced Dual Reader Controller	Lenel	LNL-X4420
Output Control Module	Lenel	LNL-1200
Dual Reader Interface Module	Lenel	LNL-1320-S3
Single Reader Interface Module	Lenel	LNL-1300
Input Control Module	Lenel	LNL-1100

4 Door Power Supply ACS Enclosure	LifeSafety Power	FPO75-B100C4D8PE2M
8 Door Power Supply ACS Enclosure	LifeSafety Power	FPO150-B100C8D8PE4M1
16 Door Power Supply ACS Enclosure	LifeSafety Power	FPO150/250-2C82D8PE8M2
Rechargeable Sealed Back-Up Battery	Yuasa, UltraTech Power Sonic, Elk	12V 8Ah

2. End Devices

Credential Card Readers		
Signo 40-Standard Wall Reader	HID Global	40NKS-02-000000
Signo 20-Mullion Style Reader	HID Global	20NKS-02-000000
Signo 40K-Standard Wall Reader w/Keypad	HID Global	40KNKS-02-000000
Signo 20K-Mullion Style Reader w/Keypad	HID Global	20KNKS-02-000000
Wireless Desk Door Release Button	Inovonics	EN1235SF
Wireless Receiver for Button	Inovonics	EN4204R
<i>(If Applicable)</i>		
Request to Exit Motion	Bosch	DS160 (or equivalent)
Trim Plate	Bosch	TS160 (if applicable)

B. Equipment lists are provided to set equipment expectations and may not be complete. Coordinate with devices shown on drawings, system risers and equipment list for system intent. Provide a complete and functional system as described within the construction documents.

1. DIV.28 to provide and install all integrated credential card reader / electrified lockset combinations.
2. DIV.28 shall provide all the power supplies for electrified door hardware equipment. Coordinate & verify with DIV.8 for the exact power requirements.
3. Coordinate, discuss, and verify with the architect, owner, and electrical contractor the door hardware that is going to be provided & installed.
4. Provide 1 year of software updates for access control software.

2.3 POWER SUPPLIES:

- A. The DC voltage power supply shall provide dual output fused ports of either 12 or 24 VDC and receive its power input from 120VAC. Units shall be expandable by adding additional modules for up to three power modules. Power modules shall provide power capabilities from 75 to 250W. The system shall provide configurations for power distribution, control & signaling, fire alarm interface, fail safe/fail secure locking control, and shall be a standard feature of the system.
- B. Locate separate power supplies by the access control panels. Provide additional enclosures if needed.
- C. Provide all access control panels and electrified door hardware power supplies with 12V sealed lead rechargeable backup batteries that will provide minimum standby power capacity for 24 hours.
- D. Provide a category cable as required to each device for remote functionality such as control, status reporting, information logging, remote battery testing, fault reporting / restore, and shall interface with multiple control and monitoring modules to extend the remote functionality to multiple individual outputs for direct control, extended information gathering and reporting.



## 2.4 CREDENTIAL CARD READERS:

- A. Connect contactless smart card reader with pigtail cable.
- B. Tamper detection on card readers shall be programmed to send notification through access control system in the event of damage or tampering.
- C. Credential card readers must support mobile phone credentials.
- D. Mount card readers on a 4 square j-box with a single gang mud ring. Do not provide a junction back box for mullion style card; route wiring through mullion/door frame.

## PART 3 – EXECUTION

### 3.1 INSTALLATION OF ACCESS CONTROL SYSTEM:

- A. **GENERAL:** Install the access control system as indicated, in accordance with the equipment manufacturer's specifications, written instructions, and with recognized industry practices, to ensure that system equipment complies with requirements. Comply with the requirements of NEC, and applicable portions of NECA's "Standards of Installation" practices.
- B. Prior to starting any work, coordinate and verify the access control layout, wiring, equipment device locations, and mounting details with the owner, architect, and any other trades and suppliers that are applicable, and get written approval.
- C. **COORDINATION MEETINGS:**
  - 1. Meet at least twice with the door hardware systems installer. Hold the first meeting before the submittal of shop drawings to coordinate electronic door hardware components for each door, rough-in requirements, and door schedules. Hold the second meeting before the physical installation of components to verify raceway and cabling, equipment list, any changes have been accounted for, and site conditions for each area.
  - 2. Review and coordinate access control system layout and wiring with owner.
- D. **NETWORK DEVICES:** Provide network cable(s) to any networked devices for access control system and coordinate terminations.
- E. **Grounding:** Provide grounding connections sufficiently tight to assure permanent and effective ground.
- F. **Testing:** Upon completion of installation of system and after energized, demonstrate system compliance with intent.
- G. **WIRING & TERMINATIONS:** All components of this system will need to be in accordance with the manufacturer's specifications & recommendations. All final connections shall be made by a qualified & certified technician familiar with the manufacturer's equipment and adhering to the owner's procedures.
- H. **ON-SITE EQUIPMENT:** The contractor shall provide their own installation equipment unless they have written permission from the owner to use any of the owner's equipment (lifts, ladders, tools, etc.) onsite. It is the contractor's responsibility to provide all labor and equipment costs in their proposals.
- I. **ZONING:** Each detector, door position switch, and sensing device shall be considered a location. Multiple doors at a common entry can be considered one location. The system shall be programmed to log and detect individual status of a monitored door based on a schedule. Doors with a door contact must have the ability to receive alerts for that specific opening if the door is opened during a certain time and/or left open for a specific time (60 seconds).
- J. **LABELING:** The contractor shall develop and submit for approval a labeling system for the cable installation. Coordinate with the owner and negotiate an appropriate labeling scheme

with the contractor. At a minimum, the labeling system shall clearly identify all components of the system: racks, cables, panels, and wall plates. The labeling system shall designate the cable's origin and destination and a unique identifier for the cable within the system. All labeling information shall be recorded on the as-built drawings and all test documents shall reflect the appropriate labeling scheme.

1. All labels shall meet UL 969 requirements for legibility, defacement, and adhesion requirements. Handwritten labels are not allowed. All labels shall maintain consistent typeface, size, and color.
  2. Provide laminated plans (minimum size 11x17) of all Security Systems as-built plans (including riser diagrams) at each telecom room/panel location.
- K. Occupancy Adjustments: When required within one year of date of substantial completion, provide on-site assistance in adjusting and reprogramming to suit actual occupied conditions. Provide 1 visit to the site for this purpose without additional cost.
- L. Mounting Height: Credential card readers and intercoms should meet all ADA mounting requirements. Card readers shall be mounted 48" from the floor to the top of the card reader.
- M. Roof Access Hatch/Door: Verify each roof access hatch/door location with the owner and install a door position contact on each one. Each roof hatch door position contact shall be tied into the access control system, and into the intrusion detection system that will provide a scheduled notification when opened.
- N. Request to Exit Motions: Prior to installation coordinate with the owner the location of the request to exit motions above the door.
- O. Provide all relays required to tie access control system into fire alarm system.
- P. ADA OPERATION: The security contractor is responsible for integrating access control and ADA operators. coordinate with the owner, Division 8 and 26 contractors to for operation and functionality.
1. ADA Door Opener/Actuator: Provide connection to door opener/actuator to access control system. Program credential card reader and ADA operator per IBC requirements. Provide all necessary cabling, relays, and equipment from the ADA operators and actuators to tie into access control system. Program credential card reader and ADA operator to operate per the Owner's requirements. At a minimum, the ADA actuator shall be disabled during lockout and closure periods.

### 3.2 WIRING:

- A. Pathway Requirements:
1. See specification 28 0501 for requirements.
- B. Cabling:
1. See specification 27 1500 for category cable requirements.
  2. All Security cable outer jacketing shall be Yellow; UL Listed; and CMP rated.
  3. Access Control Cabling:
    - a. Provide the following cable from the ACS head-end panel(s) to the junction box located above each door that has access control door hardware equipment installed:  
*Access Control Composite Cable: Windy City Wire (or equivalent manufacture), UL Listed, Plenum Rated (if applicable) #4461030-OSDP.*
    - b. Provide the following cable from each card reader device up to the j-box that is located on the secure side of the door in accessible ceiling space:
      - i. Credential Card Reader (CR): 22/1P OAS Lo-Cap, RS-485, 120 Ohms + 18-02 Twisted Non-Shielded, Jacketed, UL listed, Stranded, & CMP rated (OSDP)

4. Request for Exit Motion (REX): 4/C, 22 AWG, Stranded, CMP, UL listed.
5. Electrified Door Hardware Equipment: 4/C, 18AWG, Stranded, CMP rated, UL listed.
6. Door Position Switch (DPS): 2/C, 22 AWG, Stranded, CMP rated, UL listed.
7. Panic / Duress Button, Push to Exit, Momentary Door Release Button: 4/C, 18 AWG, Stranded, CMP Rated, & UL Listed.
8. Access control contractor shall provide, install, terminate, and test all necessary communication cabling to facilitate seamless communication between the existing access control panel and the new access control panel. Cabling must meet industry standards, be properly labeled, and organized. Post-installation testing is required for performance verification. Compliance with relevant regulations and guidelines is mandatory.
9. Wiring by Divisions 26: The electrical connections/terminations for certain equipment provided under door hardware divisions has not been specifically indicated on the electrical drawings and must be provided by and field coordinated by the door hardware trade requiring such electrical connections. Electrical contractors shall review architectural drawing, and door hardware specifications and coordinate with said contractors to confirm electrical needs.

### 3.3 SYSTEM CONFIGURATION, PROGRAMMING AND COMMISSIONING

- A. Configure the system for full operation. Include owner in the process as much as feasible to understand their intended operation and insure full transfer of operations to them.
- B. Provide a fully commissioned system to ensure the entire system is operating as intended and in accordance with Owner's policy. Label cables on both ends in all boxes, panels, and racks according to Owner standards.
- C. The contractor shall include in the base contract all costs required to program lockdown procedures based on the owner's requirements and direction.
- D. The contractor shall include necessary programming for fire-alarm panel tie-in and door release based upon the requirements and direction of the owner and/or AHJ.
- E. Contractor shall input database of all required card holders and desired schedules for users and/or groups. It is the contractor's responsibility to coordinate with the owner on which card holders have access to which openings.

END OF SECTION 28 2205

## SECTION 28 2300 - IP VIDEO SURVEILLANCE SYSTEM

### PART 1 – GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-26, 27 & 28 basic materials and methods sections apply to work specified in this section.
- C. Division 28 0501 Common Work Results for Electronic Safety & Security, apply to this section.

#### 1.2 DESCRIPTION OF WORK:

- A. Uninstall existing IP surveillance cameras and replace and relocate some of them with new IP surveillance cameras. Provide new IP surveillance cameras with all necessary mounting hardware, equipment, licensing, for the locations that they will be installed into. Install the IP surveillance cameras to the manufacturer's specifications and instructions and to the owner's requirements.

#### 1.3 COORDINATION:

- A. Contractor shall coordinate color and finish of all camera components with architect or electrical contractor as appropriate. Provide black camera finishes for all cameras in locations surrounded by dark finishes, whether wall-mounted or ceiling mounted.

#### 1.4 QUALITY ASSURANCE:

- A. Pre-Approved Installation Contractor(s):
  - 1. Stone Security
  - 2. Security 101
- B. Bidders not pre-approved: See Division 28 0501 Part 1.5.B.

### PART 2 – PRODUCTS

#### 2.1 GENERAL REQUIREMENTS:

- A. The network appliance shall be capable of running on an existing TCP/IP network and shall be accessible, configurable, and manageable from any network-connected PC with a browser and/or client.

#### 2.2 AUTHORIZED EQUIPMENT MANUFACTURE:

- A. Authorized IP Camera Manufacture(s):
  - 1. AXIS Communications
    - a. P3737-PLE Multidirectional Dome Cameras (Wall & Ceiling Mounted)

#### 2.3 Camera Requirements

- 1. The camera shall be fully supported by the VMS manufacturer.
- 2. All cameras are denoted by subscript on plans and shall be PoE or PoE+.
- 3. Exterior cameras shall have weatherproof enclosures regardless of location. They may be either dome or other environmental housing which suits the general appearance of the facility. Camera's housing will entirely enclose all of the wiring and the camera is to be tamper proof.

4. Provide each IP surveillance camera with one 64GB micro SDXC memory card.
5. Exterior and interior IP surveillance cameras category transmission lines must be protected against lightning and other related power surges with in-line surge protectors.
6. Coordinate all camera locations, wiring, and rough-in requirements with owner and supplier prior to rough-in.
7. The camera shall be equipped with (1) 100BASE-TX Fast Ethernet port or faster, using a standard RJ-45 socket and shall support auto negotiation of network speed (100 Mbps and 10 Mbps) and transfer mode (full and half duplex)
8. Provide camera types and quantities as indicated on the associated drawings.

#### 2.4 WIRING / CABLING, AND PATHWAYS:

- A. See Specification 27 1500 Telephone Data Systems for cabling and 28 0500 for pathway requirements.

### PART 3 – EXECUTION

#### 3.1 INSTALLATION OF IP VIDEO / CAMERA SURVEILLANCE SYSTEMS:

- A. Install all IP cameras at locations shown on drawings and after conducting a walk-through with the owner to verify exact locations. Install NVR and all power equipment to provide a fully functional system.
- B. Coordinate all cabling work, patch cabling and labeling with owner.
- C. Contractor shall configure camera frame rates, resolutions, and IP addressing of cameras.
- D. Contractor shall be responsible for coordinating work with owner and the IT staff to coordinate devices on network specific to the video surveillance system.
- E. Contractor shall verify all mounting heights/locations to ensure ideal views for each camera. Typical mounting height to be 9-12' unless noted in plans.
- F. Test existing category cabling that the IP surveillance cameras will be connecting to.

#### 3.2 FIELD QUALITY CONTROL:

- A. Testing: Upon completion of installation of the IP Video/Camera Surveillance system and after electrical circuitry has been energized, test compatibility and compliance with requirements. Where possible, correct malfunctioning units at site, then retest to demonstrate compliance; otherwise, remove and replace them with new units, and proceed with retesting.

#### 3.3 SYSTEM CONFIGURATION, PROGRAMMING, & COMMISSIONING SERVICES:

- A. Configure the system for full operation. Include owner in the process as much as feasible to understand their intended operation and insure full transfer of operations to them.
- B. Provide a fully commissioned system to ensure the entire system is operating as intended and in accordance with Owner requirements policy.
- C. Contractor is to program the system and train the authorized personnel how to perform all necessary functions of the video surveillance system. Refer to Division 28 0501 Common Work Results for Electronic Safety & Security Part 5.2.

END OF SECTION 28 2300

## SECTION 28 3111 - FIRE ALARM AND DETECTION SYSTEM

### PART 1 - GENERAL

#### 1.1 RELATED DOCUMENTS:

- A. Drawings and general provisions of Contract, including General and Supplementary Conditions and Division-1 Specification sections, apply to work of this section.
- B. Division-26 Basic Materials and Methods sections apply to work specified in this section.

#### 1.2 DESCRIPTION OF WORK:

- A. Provide new addressable fire alarm devices as required to expand the existing fire alarm system as required.
- B. Install all new wiring in steel conduit (3/4" minimum). All conduit runs shall form a complete loop from the fire alarm control panel.
- C. Comply with NEC as applicable to construction and installation of fire alarm and detection system components and accessories. Provide components and systems, which are UL-listed and labeled for fire alarm. Provide fire alarm and detection systems and accessories, which are FM approved. Comply with State and local requirements as applicable. Provide wiring of horn/strobe units such that the horn section and the strobe section are controlled separately. Provide the ability to silence the horns and maintain the operation of the strobes.
- D. Comply with applicable provisions of current NFPA Standards 72 National Fire Alarm Code (as applicable), local building codes, and meet requirements of local authorities having jurisdiction.

#### 1.3 SUBMITTALS:

- A. **PRODUCT DATA:** Submit manufacturer's data on fire alarm and detection systems including, but not limited to, roughing-in diagrams and instructions for installation, operating and maintenance, suitable for inclusion in maintenance manuals.
- B. **SHOP DRAWINGS:** Provide shop drawings showing equipment/device locations and connecting wiring of entire fire alarm and detection system. Include wiring diagrams and riser diagrams of panel. Provide dimensioned drawing of Fire Alarm Control Panel and Building Graphic.
- C. **CERTIFICATION:** Submit a written statement to the Architect and the state and local Fire Marshal's Office that each device of the fire alarm system will be installed, inspected and tested in accordance with applicable requirements of NFPA Standard 72.
- D. Provide to the Fire Marshall's office the following:
  - 1. A complete set of shop drawings indicating:
    - a. Location of all alarm-initiating and alarm-signaling devices.
    - b. Point-to-point wiring diagrams for all alarm-initiating and alarm-signaling devices.
  - 2. Wiring diagrams for:
    - a. Alarm control panels.
    - b. Auxiliary function relays and solenoids.

- c. Remote signaling equipment.
    - d. Standby battery calculations, including voltage drop calculation.
  - 3. A complete equipment list identifying:
    - a. Type
    - b. Model
    - c. Manufacturer
    - d. Manufacturer catalog data sheets
    - e. UL Listing and/or FM approval showing compatibility of device with Fire Alarm Control Panel (FACP)
  - 4. A complete zone list identifying all:
    - a. Alarm-initiating and alarm-signaling devices.
    - b. Remote signaling and auxiliary function zones.
    - c. Specific devices associated with each zone.
- E. Submit to State and Local Fire Marshall, a complete Certificate of Compliance

## PART 2 - PRODUCTS

### 2.1 ACCEPTABLE MANUFACTURERS:

- A. MANUFACTURER: Subject to compliance with requirements, provide fire alarm and detection systems of one of the following:
  - 1. The existing system is Mircom FX-2000. Contact Powered Control Systems for requirements of the system.

### 2.2 FIRE ALARM AND DETECTION SYSTEMS:

- A. GENERAL: Add to and maintain the existing electrically operated, electrically supervised fire alarm system as required. Include control units, power supplies, alarm initiating and indicating devices, conduit, wire, fittings and accessories required to provide maintain the operating system. Enclose entire system in raceway. Provide basic wiring materials which comply with Division 26, Basic Materials and Methods Sections for raceways, conductors, boxes, fittings, supports, etc. Minimum wire size to be #14 AWG copper.
- B. SYSTEM TYPE: Analog addressable, non-coded. Either manual activation of a fire alarm station or activation of an automatic initiating device energizes all fire alarm signaling devices, sounding a non-coded alarm and providing device identification on an annunciator panel.
- C. SYSTEM OPERATION: Add to the system as required such that any manual station or automatic initiating device annunciates all alarm indicating units (bells, horns, buzzers, chimes, visual alarm lamps, etc.) continuously until the manual station or initiating device is restored to normal and the fire alarm control unit reset. Annunciate alarm signals by device at the control panel and all remote annunciators. Provide all conductors, raceway, equipment and labor to accomplish the following:
- D. For fans which are not part of the smoke evacuation system, deactivate air supply and return fan units simultaneously by means of a supervised master fan shutdown relay with slave relays as required. Restart air units automatically after panel has been reset. Provide a bypass switch for master fan shut down relay for drill purposes, and indicate by a locked-in lamp that the circuit has been bypassed.

- E. Selectively activate and/or deactivate fan units as required.
- F. Release all magnetic door holders upon activation of an alarm from any device by use of a master relay in the control panel.
- G. Provide supervised circuits for the following:
  - 1. Close dampers upon activation of an alarm from any device through the HVAC interface relays at the Fire Command Center.
  - 2. Recall elevators, upon activation of an alarm, to the floor of building egress unless the alarm is on the egress floor, in which case recall elevator to the level designated by the Fire Marshall. Cooperate with the elevator supplier to ensure complete operable system. Provide shunt trip breaker(s) as required.
- H. Central Station Monitoring. Provide a UL listed fire control communicator in accordance with NFPA 71 with a minimum of two reporting zones to the central station. Provide a communicator with dual phone lines for central station reporting by using Contact I.D. format. Provide integral trouble annunciator. Provide with compatibility for automatic test reports every 24 hours. Provide system and components which comply with UL 2635 and UL 864.
- I. Provide fire alarm control panel with capability of shutting down individual initiating devices for maintenance purposes without affecting the continued operation of other initiating devices.

#### 2.3 MONITOR MODULE:

- A. Remote identification module devices shall be attached to any single normally open initiating device (heat detector, waterflow switch, duct detectors, sprinkler, tamper switches, kitchen hood, pull station, etc.). The modules shall supply addressing and status information to the Fire Alarm Control Panel through the dual loop module.

#### 2.4 CONTROL POINT MODULE:

- A. The control point module shall be connected to the same loop as the initiating devices, and shall provide a relay output (Form "C" 2 Amp @ 24 VDC, resistive only).
- B. This relay output shall be used to perform auxiliary functions.
- C. When the AOM is activated, the red "ACTIVE" LED shall be on solid. Under normal conditions, the red "ON LINE" LED shall flash.

#### 2.5 AUXILIARY RELAY:

- A. Remote auxiliary relay boards shall be rated at 10 AMPS @ 120 VAC. A red LED shall light to indicate relay activation. All relays shall transfer on general alarm and latch on until reset. All relays shall be supervised. The control output provided can be used in conjunction with fire alarm applications (i.e. fan controls, dampers, doors, and any other general alarm control).

#### 2.6 INITIATING MODULES:

- A. Provide style "6" initiating modules capable of receiving and annunciating an alarm from any detector, even with a single fault condition on any initiating circuit.



- B. Power all smoke detectors from the "Style 6" initiating loop wiring. For systems which power smoke detectors separately from the "Style 6" loop, provide monitoring for both the power source and the independent initiating wiring, so that complete trouble and alarm indication is achieved by loop. Provide capability to operate all smoke detectors, even with a single fault condition on the smoke detector power wiring. Provide one spare initiating circuit.

## 2.7 SIGNALING MODULES:

- A. Provide signaling as required. Provide power adequate to sound all signaling devices concurrently. Provide supervised indicating circuits for polarized 24V D.C. alarm signaling devices. Provide 2 spare signaling circuits.
- B. Each signal circuit shall have a separate disconnect switch for servicing the fire alarm system. Each and every indicating circuit shall have a distinct location description. Power supply shall be at fire alarm control panel. Remote power supplies and indicating circuits will not be acceptable.

## 2.8 SUPPLEMENTAL NOTIFICATION CIRCUITS:

- A. Provide supplementary notification appliance circuit panel(s) as required. The 'PANELS' shall be capable of supplying up to four Class A, Style Z notification appliance circuits. The panel shall contain its own battery charger, regulated power supply, and shall be supervised for ground fault, overcurrent, open circuits and low battery conditions. Ground fault, battery and circuit trouble conditions shall transmit a trouble signal to the main fire alarm control panel.

## 2.9 SYSTEM CONFIGURATION PROGRAMMING:

- A. Update system programming as a result of the remodel. To help the owner in programming, system changes, and servicing, the fire alarm system shall have the following functions:
  - 1. The FACP shall be capable of an auto-configuration, which, via a password, all analog devices and panel modules are automatically programmed into the system. At this point the system will operate as a general alarm system without any other programming.
  - 2. If any two devices are addressed the same, the LED's on both devices will light steady and the panel will read "extra address with the address number".
  - 3. If any device is installed and not programmed into the system, the LED will light steady and the panel will read the same as above.

## 2.10 BATTERIES/POWER SUPPLIES:

- A. Provide standby batteries capable of operating fire alarm system for minimum of 24 hours, then operating all indicating units for at least five minutes. Locate batteries in fire alarm control unit, or in similar type enclosure located as directed. Provide all interconnecting wiring. Place batteries which vent hydrogen gas in separate enclosure. Provide 30 percent spare capacity.

## PART 3 - EXECUTION

### 3.1 GENERAL REQUIREMENTS:

- A. Install fire alarm and detection devices as indicated, in accordance with equipment manufacturer's written instructions and complying with applicable portions of NEC and NECA's "standard of installation".
- B. Wire each CO detector to deactivate the HVAC fan unit feeding the zone served by the detector to shut down the fan when CO levels exceed the allowable levels set by the Utah State Fire Marshal.
- C. Review proper installation procedure for each type of device with equipment supplier before installation.
- D. Where surface installation is required, it must be approved by the architect. Use wiremold as approved in each application

### 3.2 GUARANTEE:

- A. Furnish a three-year guarantee for all equipment, materials and installation, including all labor, transportation, and equipment.
- B. Emergency Response. The fire alarm equipment supplier shall provide an emergency response within four hours of any reported system failure to resolve the problem on a continuous basis.

### 3.3 PRE-TEST:

- A. The contractor shall with a representative of the manufacturer conduct a test 3 days before the final test to verify operation of all devices, new and existing. Any problems must be corrected before the final test.

### 3.4 FINAL TEST:

- A. Before the installation shall be considered completed and acceptable, a test on the system shall be performed as follows:
  - 1. The contractor's job foreman, a representative of the manufacturer, a representative of the owner, shall operate every building fire alarm device to ensure proper operation and correct annunciation at the control panel. Fan shutdown and door holder circuits shall operate.
  - 2. Conduct a full 24 hour test of battery operation. System shall be put on the batteries for a full 24 hours and all notification appliances shall be operational for a period of 5 minutes.
  - 3. The supervisory circuitry of the initiating and indicating circuits shall also be verified.
  - 4. Provide printout demonstrating successful performance of all devices.
  - 5. Re-certify the system as compliant with State regulations.

### 3.5 LABELING:

- A. All devices shall be labeled with their appropriate address. The labels shall be 18 point pressure sensitive labels.
- B. All initiating devices shall be programmed to include the device address and a complete user text English location description, i.e. Device L4S76, Smoke Detector, 1st floor Rm.17.

- C. Label the end of all wires in all boxes including panels, power supplies, pull boxes, etc.

### 3.6 RECORD DRAWINGS

- A. Update existing recording drawings and building map. The building map shall indicate the various devices and wiring by the use of different colors (minimum of five colors).

### 3.7 OPERATING AND MAINTENANCE MANUALS:

- A. Operating and maintenance manuals shall be submitted prior to testing of the system. Manuals shall include all service, installation, and programming information.

END OF SECTION 26 3111