# EUGENE SCHOOL DISTRICT 4J
# NEW WHEELCHAIR LIFTS - 2016

# PROJECT MANUAL

**gLAs PROJECT NUMBER: 15028** **ISSUE DATE: February 11, 2016**
**CIP Number 420.343.100**

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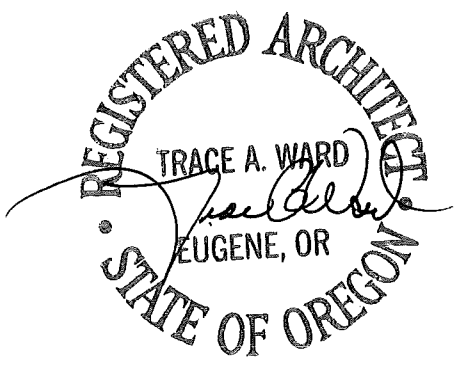


**ARCHITECT**
gLAs Architects, LLC
115 W. 8th, Suite 285
Eugene, Oregon 97401
(541) 686-2014

Set No._____

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**NEW WHEELCHAIR LIFT - 2016**
**PROJECT #420.343.100**

# REQUEST FOR QUOTATIONS— DOCUMENT 00010

Sealed Quotes will be received by Kathi Hernandez, Purchasing Services, for New Wheelchair Lift - 2016 until 2:00 PM, March 3, 2016, at the Eugene School District Facilities Management Office, 715 West Fourth, Eugene, Oregon 97402.

Briefly, the work is described as providing a stair-climbing wheelchair lift at Twin Oaks Elementary School. The work also involves rough carpentry, door and hardware, new floor, wall, and ceiling finishes, and electrical connections as necessary to accommodate the installation.

Beginning February 11, 2016, Prime Bidders, Sub-bidders and Suppliers may obtain bidding documents at the following hyperlink: **http://www.4j.lane.edu./bids/ .**

**Hard copies are not provided by the School District.**

**It shall be the responsibility of all Prime Bidders, Sub-bidders, and Suppliers to obtain Bidding Documents and any and all Addenda from the hyperlink.**

All quotations must be submitted on the form provided and enclosed in a sealed envelope marked:

New Wheelchair Lift – 2016

Twin Oaks Elementary School

Eugene School District 4j

A mandatory pre-quote conference and walk-through has been scheduled for February 18, 2016, at 3:00 PM. The location of the conference will be Twin Oaks Elementary School, 85916 Bailey Hill Road, Eugene, OR, 97405.

No Quote for a construction contract will be received or considered unless the Contractor is registered with the Construction Contractors Board or licensed by the State Landscape Contractors Board at the time the bid is made as required by ORS 671.530. A license to work with asbestos-containing materials under ORS 468A.720 is not required for this Project.

For every bid $100,000 or greater, all Contractors and Subcontractors shall have a public works bond, in the amount of $30,000, filed with the Construction Contractors' Board (CCB), before starting work on the project, unless exempt.

Each Quote shall contain a statement indicating whether the Quoter is a "resident quoter", as defined in ORS 279A.120.

Each Quote shall contain a statement that the "Contractor agrees to be bound by and comply with the provisions of ORS 279C.800 to 279C.870 regarding payment of Prevailing Wages".

Contractor shall certify nondiscrimination in obtaining required subcontractors, in accordance with ORS 279A.110.

If Quote amount exceeds $10,000, each Quote shall be accompanied by a surety bond, cashier's check, or certified check executed in favor of Eugene School District 4J in an amount equal to ten percent (10%) of the amount of the Bid.

For contracts of $10,000 or more, the successful Quoter will be required to furnish a Performance bond and Labor and Materials Payment bond each in the full amount of the contract price. Certificates of Insurance as described in the Terms and Conditions will be required.

School District 4J reserves the right to reject any and all proposals received as a result of this request for Quotations and select the Quote which appears to be in the best interest of the District.

Date: February 11, 2016

By: Kathi Hernandez, Facilities Management Assistant

# QUOTATION REQUIREMENTS—DOCUMENT 00020

## PART 1 GENERAL

### 1.1. GENERAL INFORMATION

A. The term “quoter” shall refer to the firm or individual submitting a quote or quotation.

B. Quoters are encouraged to visit the site(s) to become familiar with existing conditions. The Owner is not responsible and shall not bear financial burden for oversights made by the Quoter for failure to inspect sites prior to submitting a quote.

C. In all cases, persons wishing to examine the area of work must sign in at the school office prior to visiting the work area. Prior to leaving the school, sign-out at the office is required.

D. If access is required at times when the school office is not staffed, contact the Facilities Office, 541-790-7400, for assistance.

E. The Owner is excise tax exempt. "Goods used hereon are for the exclusive use of this School District." Excise exemption No. 93 740074 F.

### 1.2. QUOTE PROCEDURES

A. Quotes are to be submitted in one copy on the forms provided.

B. Quoters shall certify to non-collusion practices on the form included as part of the Quote Form, to be submitted with the Quote Form.

1. A Non-Collusion Affidavit is required for any contract awarded pursuant to the quote. According to the Oregon Public Contracts and Purchasing Laws, a public contracting agency may reject any or all quotes upon a finding of the agency that it is in the public interest to do so (ORS 279C.395). This agency finds that it is in the public interest to require the completion of this affidavit by potential contractors.

2. The Non-Collusion Affidavit must be executed by the member, officer or employee of the quoter who makes the final decision on prices and the amount quoted in the quote.

3. Quote rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of quotes are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the quoter with responsibilities for the preparation, approval or submission of the quote.

4. In the case of a quote submitted by a joint venture, each party to the venture must be identified in the quote documents, and an Affidavit must be submitted separately on behalf of each party.

5. The term "complementary quote" as used in the Affidavit has the meaning commonly associated with the term in the quoting process, and includes the knowing submission of quotes higher than the quote of another firm, any intentionally high or noncompetitive quote, and any other form of quote submitted for the purpose of giving a false appearance of competition.

6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the quote.

C. Quoters shall certify to non-discrimination in employment practices on the form, included as part of the Quote Form, to be submitted with the Quote Form. By submitting its quote, the Quoter certifies conformance to the applicable federal acts, executive orders, and Oregon statutes and regulations concerning affirmative action toward equal employment opportunities. All information and reports required by the federal or Oregon state governments having responsibility for the enforcement of such laws shall be supplied to the Owner in compliance with such acts, regulation, and orders.

D. Quoter shall indicate, on the Quote Form where provided, the quoter status as a "resident" or "non-resident" in accordance with ORS 279A.120 and ORS 279C.365.

E. A Quote may not be withdrawn or canceled by the Quoter following the time and date designated for the receipt of quotes to the expiration of a 60 day period. The Quote for that sixty days is irrevocable and each Quoter so agrees in submitting a Quote.

## 1.3. PERFORMANCE BOND AND PAYMENT BOND

A. The successful Quoter shall be required to provide the Owner with a Performance Bond and Labor and Material Payment Bond **each** in an amount equal to one hundred (100%) of the contract sum. The Surety Company shall meet requirements as specified in the Supplementary Conditions.

B. The Labor and Material Payment Bond shall contain a clause specifically guaranteeing payment of all sums of money withheld from employees and payable to the Internal Revenue Service; and all contributions or amounts due to the State of Oregon from the General Contractor or subcontractor incurred in the performance of this contract.

C. The Bond shall be fully executed, payable to the Owner.

D. The cost of these bonds shall be included in the Quote.

E. The successful Quoter will be provided with contract forms through the Architect. These forms shall be executed and delivered to the Owner, along with Performance Bond and Labor and Material Payment Bond, within ten (10) days after receiving forms.

## 1.4. ADMINISTRATIVE RULES

A. All quoters are required to comply with the provisions of Oregon Revised Statutes and 4J Board Policy. Attention is directed to ORS 244, Government Ethics; ORS 279A and 279C, Public Contracting Code; Oregon Administrative Rules, Chapter 137, Divisions 46, 48 and 49; and 4J Board Policy DJC.

## 1.5. PROTEST OF QUOTE

A. Protests of quote specifications or contract terms shall be presented to the Owner in writing five (5) calendar days prior to quote opening. Such protest or request for change shall include the reason for protest or request, and any proposed changes to specifications or terms. No protest against award because of the content of quote specifications or contract terms shall be considered after the deadline established for submitting such protest.

## 1.6. PROTEST OF AWARD

A. Any actual quoter or proposer who is adversely affected by the Owner's notice of award of the contract to another quoter or proposer on the same solicitation shall have seventy-two (72) hours from the notice of award to submit to the Owner, a written protest of the notice of award. In order to be an adversely affected or aggrieved quoter or proposer with a right to submit a written protest, a quoter or proposer must itself claim to be eligible for award of the contract as the lowest responsible quoter or best proposer and must be next in line for award.

## 1.7. FINAL AWARD

A. The written notice of award of the contract shall constitute a final decision of the Owner to award the contract if no written protest of the notice of award is filed with the Owner within the designated time.

## 1.8. CONTRACTOR'S MARK UP FOR CHANGE ORDER WORK

A. The allowance for the combined overhead and profit included in the total net cost to the Owner shall be based as follows:

1. For the Contractor, for Work performed by the Contractor's own forces, 15 percent of the cost.

2. For the Contractor, for Work performed by the Contractor's Subcontractor, 10 percent of the amount due the Subcontractor.

3. For each Subcontractor or Sub-subcontractor involved, for Work performed by that Subcontractor's or Sub-subcontractor's own forces, 10 percent of the cost.

4. Total overhead and profit shall not exceed 25% of the base cost of the work (base cost being defined as the cost of the work without markups.)

5. Itemize costs to include breakdown for materials and labor, overhead and profit.

6. A change to the work providing a net CREDIT to the Owner shall include a credit for overhead and profit based on the following schedule:

a. For the Contractor, 5 percent of the Cost to be credited.

b. For each Subcontractor, 5 percent of the Cost to be credited.

c. For each Sub-subcontractor, 5 percent of the cost to be credited.

d. In order to facilitate checking of quotations for extras or credits, all proposals, except those so minor that their propriety can be seen by inspection, shall be accompanied by a complete itemization of costs including Subcontractor and Contractor overhead and profit as applicable.

END OF QUOTE REQUIREMENTS

# QUOTATION FORM—DOCUMENT 00300Q

Quotation for: New Wheelchair Lift – 2016

Submitted to: Facilities Management Office
Eugene School District No. 4J
715 West Fourth Avenue
Eugene, Oregon 97402

Due Date: March 3, 2016
Time: 2:00 PM

From: _____
(Company Name)

The undersigned proposes to furnish all material, equipment, and labor required for the complete project, and to perform all work in strict accordance with the Contract Documents for the lump sum price indicated below.

BASE QUOTE: [ ]

Quote Amount: _____ $_____
(Words) (Figures)

The undersigned agrees, if awarded the Contract, to substantially complete all Base Quote work on or before the dates specified in Section 01100.

The undersigned agrees, if awarded the contract, to comply with the provisions of Oregon Revised Statutes 279C.800 through 279C.870 pertaining to the payment of prevailing rates of wage.

The undersigned agrees, if awarded the Contract, to execute and deliver to the Owner within ten (10) working days after receiving contract forms, an Agreement and a satisfactory Performance Bond and a Labor and Material Payment Bond, if required elsewhere in the solicitation, each in an amount equal to 100 percent (100%) of the Contract Sum.

The undersigned has received addenda numbers _____ to _____ inclusive and has included their provisions in the above Quote amount.

By submitting this Quote, the Quoter certifies that the Quoter:

a) has available the appropriate financial, material, equipment, facility and personnel resources and expertise, or the ability to obtain the resources and expertise, necessary to meet all contractual responsibilities; b) has a satisfactory record of past performance; c) has a satisfactory record of integrity, and is not disqualified under ORS 279C.440; d) is qualified legally to contract with the Owner; and e) will promptly supply all necessary information in connection with any inquiry the Owner may make concerning the responsibility of the Quoter. Prior to award of a Contract, the Quoter shall submit appropriate documentation to allow the Owner to determine whether or not the Quoter is "responsible" according to the above criteria.

Contractor warrants that Contractor has a Qualifying Employee Drug-Testing program and will require each subcontractor providing labor for the project to do the same.

The undersigned has visited the site to become familiar with conditions under which the Work is to be performed and has correlated the Quoter's personal observations with the requirements of the proposed Contract Documents.

The undersigned certifies that the Quoter is a _____ Quoter under ORS. ("Resident" or "Non-resident", to be filled in by Quoter).

Names of Firm: _____TIN#:_____

Street Address: _____
(City) (State) (Zip)

Telephone Number: _____ Fax Number:_____ E-Mail: _____

Signed By: _____ Printed Name: _____
(Signature of Authorized Official. If Firm is a partnership, one of the partners must sign quote).

Official Capacity: _____ CCB #_____

If corporation, attest: _____ Date: _____
(Secretary of Corporation)

SEAL (If Corporation)

_____ Corporation
_____ Partnership
_____ Individual

**NON-DISCRIMINATION REQUIREMENT**

Contractor certifies that the Contractor has not discriminated against minorities, women or emerging small business enterprises in obtaining any required subcontracts.

The Contractor agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, color, religion, sex, national origin, physical or mental handicap, sexual orientation or age unless based upon bona fide occupational qualifications, and that they are otherwise in compliance with all federal, state and local laws prohibiting discrimination, with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from the School District, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

BY_____ _____

(Company or Firm Officer) (Type or Print Name)

**NON-COLLUSION AFFIDAVIT**

STATE OF_____

County of _____

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

I state that:

(1) The price(s) and amount of this Quote have been arrived at independently and without consultation, communication or agreement with any other contractor, Quoter or potential Quoter, except as disclosed on the attached appendix.

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

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

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

(5) _____, its affiliates, subsidiaries, officers,
(Name of my Firm)
directors and employees are not currently under investigation by any governmental agency and have not in the last four years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to Quoting on any public contract, except as described on the attached appendix.

I state that _____understands and acknowledges that the
(Name of my Firm)
above representations are material and important, and will be relied on by School District No. 4J in awarding the contract(s) for which this Quote is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from School District No. 4J of the true facts relating to the submission of Quotes for this contract.

_____
(Authorized Signature)

Sworn to and subscribed before me this

_____ day of _____, 2016

_____
(Notary Public for Oregon)

My Commission Expires: _____

END OF QUOTE FORM

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

A. Project Identification: Project consists of the installation of a stair-climbing wheelchair lift at Twin Oaks Elementary School.

1. Project Location: Twin Oaks Elementary School
2. Owner: Eugene School District 4J, 715 West Fourth Avenue, Eugene, OR 97402.

B. Architect Identification: The Contract Documents, dated February 11, 2016, were prepared for Project by gLAs Architects, LLC, 115 West 8th, Suite 285, Eugene, OR 97401.

C. Project Manager: Larry Massey has been appointed by Owner to serve as Project Coordinator.

1.3 CONTRACT

A. Project will be constructed under a general construction contract.

1. Construction Contractor Agreement

1.4 WORK SEQUENCE

A. Do not commence Work until after execution of Agreement and receipt of Notice-to-Proceed from Owner.

B. Perform work in order to achieve Substantial Completion by August 15, 2016.

C. Achieve Final Completion within seven (7) days following the date of Substantial Completion.

1.5 USE OF PREMISES

A. Work Area Access: Buildings may be occupied during work. Access to the work area will be available on a week-day basis from approximately 7:00 am to 4:00 pm. Coordinate all other work hour schedules with Owner so as not to interfere with Owner's use of the building.

B. Limit use of the premises to construction activities in areas indicated; allow for Owner occupancy and use by the public, subject to approval by a District Safety Specialist.

C. Site Access: Maintain drives and building entrances and exits clear and protected at all times to Owner's, employees, and public access and for use by emergency personnel. Do not use these areas for parking or storage. Schedule deliveries to minimize space and time requirements for storage of materials at site.

D. Parking: Contractor may use existing parking areas as indicated on Drawings.

E. Contractor Staging Areas: Limit staging to areas indicated on Drawings.

F. Construction Operations: Limited to areas indicated on Drawings.

1.6 WORK UNDER SEPERATE CONTRACTS

A. Separate Contract: Owner will award a separate contract for performance of certain construction operations at Project site. Those operations will be conducted simultaneously with work under this Contract. This contract will include the following:

1. Asbestos abatement: A separate contract will be awarded for abatement of vinyl floor tiles containing asbestos.

B. Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract.

1.7 FUTURE WORK

A. Future Contract: Not applicable.

1.8 PRODUCTS ORDERED IN ADVANCE

A. General: Not applicable.

1.9 OWNER-FURNISHED PRODUCTS

A. Owner will furnish telecommunications cable tray. The Work includes providing support systems to receive Owner's equipment.

1. Owner will arrange for and deliver Shop Drawings, Product Data, and Samples to Contractor.
2. Owner will arrange and pay for delivery of Owner-furnished items according to Contractor's Construction Schedule.
3. After delivery, Owner will inspect delivered items for damage. Contractor shall be present for and assist in Owner's inspection.
4. If Owner-furnished items are damaged, defective, or missing, Owner will arrange for replacement.
5. Contractor shall review Shop Drawings, Product Data, and Samples and return them to Architect noting discrepancies or anticipated problems in use of product.
6. Contractor is responsible for receiving, unloading, and handling Owner-furnished items at Project site.
7. Contractor is responsible for protecting Owner-furnished items from damage during storage and handling, including damage from exposure to the elements.
8. If Owner-furnished items are damaged as a result of Contractor's operations, Contractor shall repair or replace them.

1.10 MISCELLANEOUS PROVISIONS

A. DRUG AND ALCOHOL POLICY
1. The possession, use, or distribution of illicit drugs and alcohol on school premises is prohibited. Prescription medications brought to the project site shall be in the original

container bearing the name of the drug, the name of the physician and the prescribed dosage.

B. USE OF TOBACCO PRODUCTS

1. Smoking and the other use of tobacco products is prohibited on all school district property pursuant to OAR 581-021-0110.

C. SAFETY REQUIREMENTS

1. Safety must not be sacrificed for the sake of productivity or expedience. Safety of students, staff, and the public is critical. Take all reasonable precautions to prevent endangerment or injury. Advise and coordinate operations with the school office.
2. All contractors who perform work on District property, and their employees, are expected to know the District's expectations for safe work and to adhere to those expectations.
3. Contractor's are to adhere to the regulations of Oregon OSHA for all projects within the School District.

D. GENERAL SAFE WORK PRACTICES

1. Students, public and school staff shall not be put at risk by the activities of contractors or their employees.
2. Safe vehicle operation rules are to be followed at all times. These include positioning vehicles to minimize the necessity of backing and providing a "spotter", someone who will make sure that people do not run into the path of a vehicle when driving on a playground or field that is occupied by students.
3. Tools shall never be left out when an unsecured work area is vacated.
4. Ladders and scaffolding will be taken down when an unsecured work area is vacated.
5. Open holes and other tripping hazards shall be fenced or barricaded when an unsecured work area is vacated.
6. Operations resulting in vapors, emissions or flying objects shall be conducted in such a way as to prevent exposure to any unprotected parties or property.
7. "Secured Work Area" is defined as an area having a perimeter cyclone fence at least 6 feet in height, with gates which close and lock so that no casual entrance is possible by unauthorized adults or children.
8. Contractor to follow all OR-OSHA rules for Confined Spaces, where applicable.

E. COMMUNICATIONS REGARDING UNSAFE PRACTICES

1. Upon perceiving a problem, the District will immediately communicate the concern to the Contractor or Contractor's representative on the work site.
2. If agreement on correction of unsafe conditions cannot be reached, the concerns of the District shall prevail and safety concerns shall be addressed in accordance with the District requirements.

F. ELECTRICAL PANELS - LOCKOUT/TAGOUT

1. Contractor shall implement a Lockout/Tag-out program for his employees who take equipment out of service or place equipment back into service. Contractor shall review the District’s Energy Control Program prior to commencing work. Rules applying to this procedure art Oregon Occupational Safety and Health Code OAR 437, Division 2, Subdivision J, General Environmental Controls Lockout/Tag-out (1919.147), or latest edition.

G. POTENTIALLY HAZARDOUS PRODUCTS

1. The District attempts to maintain a safe and healthy environment for students and staff. The Contractor is therefore required to follow District guidelines controlling the use of

potentially hazardous products and to use these products in a safe manner. Guidelines include the use of materials (adhesives, coatings, carpeting, etc.) which are known to emit little or no airborne pollutants.

2. MSDS information is required for all potentially hazardous products. The Project Manager and a District Safety Specialist will review these and determine what, if any, mitigation procedures will be required.
3. Contractor is to maintain and post copies of all MSDS information at the project site and adhere to the required controls.
4. Contractor is to ensure that work area by students and teachers is restricted. The District will provide signage appropriate for this purpose. The Contractor is to construct and maintain appropriate barriers. This shall include provision of physical separation barriers between "construction" and "occupied" spaces.
5. Contractor to adopt means of maintaining the construction space in negative air pressure in relation to occupied spaces.
6. Where there is a new or existing ventilation system in an affected space, the system shall be adjusted to provide the maximum amount of outside air possible with the system.
7. Efforts shall be made to install and operate new ventilation systems as soon in the construction process as practical.

H. ASBESTOS CONTAINING MATERIALS WARNING

1. Asbestos containing materials are known to exist in areas of the Work. The Contractor shall not, in any way, disturb materials which are known to contain asbestos, assumed to contain asbestos, or otherwise have not been tested and confirmed to be asbestos free.
2. Where access to concealed spaces is required, or it is necessary to disturb building materials such as for drilling of holes, cutting, etc., notify the Owner so that proper investigation and/or removal procedures are followed.
3. Prior to commencing Work, the Contractor shall meet with the District Safety Specialist and review the Owner's Asbestos Management Plan for the locations of asbestos-containing materials and/or materials assumed to contain asbestos. After reviewing the Owner's Asbestos Management Plan, the Contractor is required to sign Form 01100A, Asbestos-containing Materials Notification Statement, provided at the end of this Section.
4. Contractor must not install any asbestos-containing materials when performing the Work of this project. At the completion of the Work, Contractor will be required to furnish a statement stating that no asbestos-containing materials were installed during the course of the Work. Refer to Sample Form 01100B at the end of this Section

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

PART 4 - SCHEDULE OF PRODUCTS ORDERED IN ADVANCE

PART 5 - ASBESTOS FORMS

**Form 01100A**

## ASBESTOS-CONTAINING MATERIALS NOTIFICATION STATEMENT FOR CONTRACTORS

This form must be completed and signed by the Contractor prior to beginning work in any Eugene School District 4J building.

The presence of known and assumed asbestos containing materials is documented in the AHERA Management Plan for each building. Copies of the AHERA Management Plan are available in the main office of each building and in the Facilities Management Office at 715 West Fourth Avenue, Eugene, Oregon. The District Asbestos Specialist must be informed of the Contractor's activities in each building prior to the start of work so that the Contractor can be informed on how to use the AHERA Management Plan and to determine if any asbestos-containing materials are likely to be impacted by the work of the Contractor.

The Contractor is responsible for notifying all employees and subcontractors of the presence of asbestos in the building. The Contractor shall not disturb known or assumed asbestos-containing materials. If the Contractor discovers suspected asbestos-containing materials that have not been identified, the Contractor must stop any work impacting the suspected materials and notify the District Asbestos Specialist so that the material can be sampled. Any asbestos-containing materials that must be removed to allow the Contractor to complete the Contractor's work will be removed by the District under separate contract. If the Contractor disturbs asbestos-containing materials, the Contractor will be responsible for the cost of the cleanup and decontamination..

I _____, Representing _____,
(Print Name of Representative) (Business Name)

have been notified of the location of the AHERA Management Plan and agree to avoid impacting all known or assumed asbestos-containing materials in the performance of the Work.

_____ _____
Signature of Representative Date

_____ _____
Work Site CIP #

**Form 01100B**

The Environmental Protection Agency (AHERA) rules require the School District obtain a signed statement from the Site Superintendent that, to the best of his/her knowledge, no asbestos-containing building materials were installed during the Work. Therefore, the following statement must be submitted on the Contractors letterhead prior to Project Closeout.

## SAMPLE FORM

(To be submitted on the Contractor's letterhead)

### ASBESTOS-CONTAINING MATERIALS STATEMENT

EUGENE SCHOOL DISTRICT 4J

_____

(Name of Project and CIP Number)

We the undersigned, (Name of Company), hereby warrant that to the best of our knowledge all materials furnished for the above referenced project contain 0% asbestos.

_____

(Name of Construction Company)

_____

(Signature and Date)

_____

Printed Name

_____

Job Title

END OF SECTION 01100

# ATTACHMENT A
# CONSTRUCTION CONTRACTOR AGREEMENT TERMS & CONDITIONS with PERFORMANCE BOND AND PAYMENT BOND, PREVAILING WAGES AND LIQUIDATED DAMAGES

**REVISED 7/19/2013**

This Construction Contractor Agreement between the DISTRICT and the CONTRACTOR includes the following terms, conditions, and provisions:

**1. DECLARATION OF INDEPENDENT CONTRACTOR:** CONTRACTOR declares that CONTRACTOR has complied with all federal, state, and local laws regarding business permits, registrations, certificates, and licenses that may be required to carry out the work to be performed under this agreement. The CONTRACTOR represents that the CONTRACTOR qualifies as an independent CONTRACTOR as evidenced by agreement to the conditions of this contract. The CONTRACTOR represents that all the information in the agreement is true and the DISTRICT may contact individuals and corporations to verify this information. The DISTRICT relies upon the representation of the CONTRACTOR. In the event the CONTRACTOR is determined not to be an independent CONTRACTOR for the purpose of providing these services to the DISTRICT, then the CONTRACTOR will reimburse the DISTRICT's full costs and damages associated with or in any way related to this determination.

**2. CONTRACTORS'** REGISTRATION: The CONTRACTOR and each Subcontractor shall be registered, prior to the commencement of the Work, and maintain, for the duration of the Project, a registration with the Oregon State Construction CONTRACTORS' Board.

**3. RESPONSIBILITY TEST:** CONTRACTOR certifies that the contractor: a) has available the appropriate financial, material, equipment, facility and personnel resources and expertise, or the ability to obtain the resources and expertise, necessary to meet all contractual responsibilities; b) has a satisfactory record of past performance; c) has a satisfactory record of integrity, is not disqualified under ORS279C.440; and d) is qualified legally to contract with the DISTRICT

**4. PERMITS, FEES AND NOTICES**: The DISTRICT will pay the plan check fee, building permit fee, and systems development charges directly to the authority having jurisdiction. The CONTRACTOR shall comply with and give notices required by laws, ordinances, rules, regulations and lawful orders of public authorities bearing on performance of the work of this contract. The CONTRACTOR shall secure and pay for all other permits, fees and inspections necessary for the proper execution and completion of the Contract, which are legally required when bids are received or negotiations concluded. The CONTRACTOR shall pick up permits and call for inspections through final inspection, as required by the City Building Department.

**5. USE OF SITE**: Check in daily with the school or facility office personnel and the building custodian to coordinate construction activities with the ongoing activities at the building.

**6. SMOKING, DRUG AND ALCOHOL POLICIES**: Smoking and the other use of tobacco products is prohibited on all school district property pursuant to OAR 581-021-0110. District Policy prohibits the possession, use or distribution of illicit drugs and alcohol on school premises. Anyone under the treatment of a physician who must bring prescription medications to the workplace shall carry the medicines in the original container bearing the name of the drug, the name of the physician and the prescribed dosage. The CONTRACTOR is required to demonstrate that an employee drug testing program is in place.

**7. POTENTIALLY HAZARDOUS PRODUCTS:** The District attempts to maintain a safe and healthy environment for students and staff. The Contractor is therefore required to follow District guidelines controlling the use of potentially hazardous products and to use these products in a safe manner.

MSDS information is required for all potentially hazardous products. The Project Manager and a District Safety Specialist will review these and determine what, if any, mitigation procedures will be required. Contractor is to maintain and post copies of all MSDS information at the project site and adhere to the required controls.

Contractor is to ensure that work area access by students and teachers is restricted. The District will provide signage appropriate for this purpose. The contractor is to construct and maintain appropriate barriers.

**8. ASBESTOS CONTAINING MATERIALS:** Prior to commencing work on-site, the CONTRACTOR shall contact the District Asbestos Specialist, to review the Asbestos Management Plan for the site where the work will be performed. The CONTRACTOR shall not, in any way, disturb materials which are known to contain asbestos, assumed to contain asbestos, or otherwise have not been tested and confirmed to be asbestos free. The DISTRICT will investigate and test for asbestos containing materials and, if required, remove such materials as required for the Work. CONTRACTOR is required to sign an Asbestos Containing Materials Notification Statement as supplied by DISTRICT prior to commencing Work. The CONTRACTOR shall use no asbestos-containing materials in the Work and shall so certify.

**9. SAFETY REQUIREMENTS:** Safety must not be sacrificed for the sake of productivity or expedience. Safety of students, staff, and the public is critical. All CONTRACTORS who perform work on District property, and their employees, are expected to know the DISTRICT's expectations for safe work and to adhere to those expectations. CONTRACTOR shall adhere to the regulations of Oregon OSHA for all projects within the School District.

**10. ELECTRICAL REQUIREMEMTS:**

**LOCKOUT/TAGOUT:** Contractor shall implement a Lockout/Tagout program for employees who take equipment out of service or place equipment back into service after repair. Contractor shall review the District's Energy Control Program prior to commencing work. Rules applying to this procedure are Oregon Occupational Safety and Health Code OAR 437-002-0140, General Environmental Controls Lockout/Tagout (1919.147), or latest version.

**ARC FLASH – ELECTRICAL SAFETY:** Contractor shall comply with NFPA 70E (Electrical Safety in the Workplace), current edition. Contractor shall comply with Oregon OSHA 1910.137 (Personal Protective Equipment). The Contractor shall review with the School District Project Manager the 'Eugene School District Electrical Safety Program' before any work commences. The Contractor shall comply with all 'Arc Flash' and 'Electrical Safety' protocols referenced in any and all NFPA, OSHA, OROSHA, NEC, NESC, UL, IBC, IFC and ANSI documents (current editions).

**11. CONFINED SPACE REQUIREMENTS**: If work requires entering underground fuel storage tanks, utility tunnels, sewer vaults (where septic systems are located) or fireboxes on boilers, a permit and special training is required, when necessary under OAR 437-002-0140.

**12. HOLD HARMLESS AND INDEMNIFICATION:** To the fullest extent of the law, the Contractor will defend, indemnify, hold harmless and reimburse the Eugene School District 4J (including its officers, board members, agents, and employees) from all claims, demands, suits, actions, penalties, and damage expenses, for liability of any kind including attorney's fees. To the extent that death or bodily injury to persons or damage to property arises out of the fault of the Contractor, the Contractor's indemnity obligation exists only to the extent that the death or bodily injury to persons or damage to property arises out of the fault of the Contractor, or the fault of the Contractor's agents, representatives or subcontractors, contributed to or caused such damage, whether or not such incidents are contributed to or caused in any part by Eugene School District 4J.

**13. INSURANCE:** The Contractor shall maintain in force for the duration of this agreement, the following:

**General Insurance:** The Contractor shall maintain in force for the duration of this agreement a Umbrella Insurance Policy with the limits not less than $5,000,000, a Commercial General Liability, Automobile Liability (owned, non-owned and hired) Insurance policy(s) written on an occurrence basis with limits not less than $1,000,000 per occurrence and $2,000,000 in the aggregated naming the District, its employees, officials and agents as an additional insured as respects to work or services performed under this agreement. This insurance will be primary to any insurance the District may carry on its own. If the District requires Professional Liability coverage, the terms, conditions, and limits must be approved by the District's Risk Manager.

**Workers' Compensation:** The CONTRACTOR shall provide and maintain workers' compensation coverage for its employees, officers, agents, or partners as required by applicable workers' compensation laws.

**Equipment and Material:** The CONTRACTOR shall be responsible for any loss, damage, or destruction of its own property, equipment, and materials used in connection with the work.

**Course of Construction:** The CONTRACTOR shall maintain an all-risk policy covering the replacement cost of the Work during the course of construction. The policy shall include the interests of the DISTRICT and the Architect. The amount of insurance shall equal the completed value of the contract.

**Property Insurance:** The CONTRACTOR shall purchase from and maintain in a company or companies authorized to do business in the jurisdiction in which the Project is located, property insurance on an "all risk" policy form, including builder's risk/installation floater, whichever is appropriate, in the amount of the initial Contract Sum, plus the value of subsequent modifications and the cost of materials supplied by others, comprising the total value of the entire Project at the site on a replacement cost basis without optional deductibles. Such property insurance shall be maintained, unless otherwise provided in the Contract Documents or otherwise agreed in writing by all persons and entities who are beneficiaries of such insurance, until final payment has been made as provided in The Contract Documents or until no person or entity other than the DISTRICT has an insurable interest in the property required by this paragraph to be covered, whichever is later. The insurance shall include interests of the DISTRICT, Architect and CONTRACTOR, Subcontractors, and sub-subcontractors in the Project.

**Evidence of Coverage:** Evidence of the above coverages issued by a company satisfactory to the District shall be provided to the District by way of a certificate of insurance before any work or services commence. A 30-day notice of cancellation or material change in coverage clause shall be included. It is the Contractor's obligation to provide the 30

days notice if not done so by the Contractor's insurance company(s). Failure to maintain the proper insurance shall be grounds for immediate termination of this Agreement.

**Subcontractors:** The CONTRACTOR shall require all Subcontractors to provide and maintain general liability, auto liability, professional liability (as applicable), and workers' compensation insurance with coverage equivalent to those required of the general CONTRACTOR in this contract. The CONTRACTOR shall require certificates of insurance from all subcontractors as evidence of coverage.

**Exception or Waivers:** Any exception or waiver of these requirements shall be subject to review and approval from the DISTRICT's Risk Manager.

**14. PERFORMANCE BOND AND PAYMENT BOND**: The Contractor shall furnish a Performance bond and a Labor and Materials Payment bond covering faithful performance of the Contract and payment of obligations arising there under. Bonds are to be obtained through a company that is on the US Government Treasury list for approved sureties and/or approved by School District 4J's Risk Manager. The cost of the Bond shall be included in the Contract Sum. The amount of each bond shall be equal to 100 percent of the Contract Sum. Submit on AIA Document A312, latest edition.

The Contractor shall deliver the required bonds to the DISTRICT with the executed Agreement. The Contractor shall require the Attorney-in-fact who executes the required bonds on behalf of the surety to affix thereto a certified and current copy of their power of attorney.

**15. LIQUIDATED DAMAGES:** The DISTRICT will suffer financial loss if the Work is not Substantially Complete, on the date specified for work to be substantially complete. The contractor and the Contractor's surety shall be liable for and shall pay the DISTRICT the sum hereinafter stipulated as fixed, agreed, and liquidated damages for each calendar day of delay until the date established in the Certificate of Substantial Completion.

The agreed amount of liquidated damages is $250.00 per each calendar day. The amount of liquidated damages may be reduced in cases of partial occupancy, at the sole discretion of the DISTRICT.

**16. OWNERSHIP OF WORK PRODUCT:** All work products of the CONTRACTOR, which result from this contract, shall be the exclusive property of the DISTRICT and shall be delivered to the DISTRICT upon completion of the work or termination of this contract, except as otherwise agreed in writing.

**17. EQUIPMENT, TOOLS, MATERIALS, OR SUPPLIES:** CONTRACTOR shall supply, at CONTRACTOR's sole expense, all equipment, tools, materials and/or supplies to accomplish the services agreed upon. The CONTRACTOR shall be responsible for any loss, damage, or destruction of its own property, equipment, and materials used in conjunction with the work.

**18. REIMBURSEMENT OF EXPENSES:** The DISTRICT shall not be liable to CONTRACTOR for any expenses paid or incurred by the CONTRACTOR unless previously agreed to in writing.

**19. FRINGE BENEFITS:** Because CONTRACTOR is engaged in CONTRACTOR's own independently established business, CONTRACTOR is not eligible for, and shall not participate in, any employee pension, health, or other fringe benefit plan, of the DISTRICT.

**20. HOURS OF LABOR:** No person shall be employed for more than ten hours in any one day, or 40 hours in any one week, except in the cases of necessity, emergency, or where the public policy absolutely requires it, and in such cases the person so employed shall be paid at least time and a half of the regular pay for all time worked.

a. For all overtime in excess of eight hours a day or 40 hours in any one week when the work week is five consecutive days, Monday through Friday; or
b. For all overtime in excess of 10 hours a day or 40 hours in any one week when the work week is four consecutive days, Monday through Friday; and
c. For all work performed on Saturday and on any legal holiday specified in ORS 279C.540.

The Contractor shall give notice to employees who work on a public contract in writing, either at the time of hire or before commencement of work on the contract, or by posting a notice in a location frequented by employees of the number of hours per day and days per week the employees may be required to work.

**21. PAYMENT OF LABORERS AND MATERIALMEN, CONTRIBUTIONS TO INDUSTRIAL ACCIDENT FUND, LIENS AND WITHHOLDING TAXES**: The Contractor shall: (1) Make payment promptly, as due, to all persons supplying to such contractor labor or material for the prosecution of the Work provided for in such contract. (2) Pay all contributions or amounts due the Industrial Accident Fund from such contractor or subcontractor incurred in the performance of the contract. (3) Not permit any lien or claim to be filed or prosecuted against the state, county, school district, municipality, municipal corporation or subdivision thereof, on account of any labor or material furnished. (4) Pay to the Department of Revenue all sums withheld from employees pursuant to ORS 316.167.

**22. PAYMENT FOR MEDICAL CARE AND PROVIDING WORKERS' COMPENSATION:** The CONTRACTOR shall promptly, as due, make payment to any person, co-partnership, association or corporation, furnishing medical, surgical and hospital care or other needed care and attention, incident to sickness or injury, to the employees of such CONTRACTOR, of all sums which the CONTRACTOR agrees to pay for such services and all moneys and sums which the CONTRACTOR collected or deducted from the wages of employees pursuant to any law, contract or agreement for the purpose of providing or paying for such service. All employers working under this contract are subject employers and must comply with ORS 656.017.

**23. PAYMENT OF CLAIMS BY PUBLIC OFFICERS**: If the CONTRACTOR fails, neglects or refuses to make prompt payment of any claim for labor or services furnished to the CONTRACTOR or a Subcontractor by any person in connection with the public contract as such claim becomes due, the proper officer or officers representing the DISTRICT may pay such claim to the person furnishing the labor or services and charge the amount of the payment against funds due or to become due the CONTRACTOR by reason of such contract. The payment of a claim in this manner shall not relieve the CONTRACTOR or the CONTRACTOR's surety from obligation with respect to any unpaid claims.

**24. FEDERAL, STATE, AND LOCAL PAYROLL TAXES:** Neither federal, nor state, nor local income tax nor payroll tax of any kind shall be collected, withheld or paid by the DISTRICT on behalf of the CONTRACTOR or of employees of the CONTRACTOR. CONTRACTOR shall not be treated as an employee with respect to the services performed hereunder for federal or state tax purposes.

**25. PREVAILING WAGE RATES:** When the total price of the Project is $50,000 or more, each worker in each trade or occupation employed in the performance of this Contract either by the contractor, subcontractor or other person doing or contracting to do contracting for the whole or any part of the Work on the Contract shall be paid not less than the applicable prevailing rate of wage.

a. The existing Oregon prevailing rate of wage in effect at the time the specifications are first advertised for bid solicitations is the applicable rate.

b. The DISTRICT will pay the public works fee to Oregon Bureau of Labor and Industries.

c. Certification of rate or wage by Contractor or Subcontractor (ORS 279C.845):

.1 The contractor or the contractor's surety and every subcontractor or the subcontractor's surety shall file certified statements with the public agency in writing, on a form prescribed by the Commissioner of the Bureau of Labor and Industries, certifying the hourly rate of wage paid each worker whom the contractor or the subcontractor has employed upon the public works, and further certifying that no worker employed upon the public works has been paid less than the higher of the applicable state or federal prevailing rate of wage or less than the minimum hourly rate of wage specified in the contract. The certificate and statement shall be verified by the oath of the contractor or the contractor's surety or subcontractor or the subcontractor's surety that the contractor or subcontractor has read the statement and certificate and knows the contents thereof and that the same is true to the contractor or subcontractor's knowledge. The certified statements shall set out accurately and completely the payroll records for the prior week, including the name and address of each worker, the worker's correct classification, rate of pay, daily and weekly number of hours worked, deductions made, and actual wages paid.

.2 If the Contractor does not file certified payroll as required (at least once per month) the DISTRICT will withhold 25% of the amounts due the Contractor, in addition to any other required retainage.

.3 If a first-tier Subcontractor does not file certified payroll reports as required, the prime Contractor shall withhold 25% of amounts due the first-tier Subcontractor.

.4 Each certified statement required by subsection (1) of this section shall be delivered or mailed by the contractor or subcontractor to the public contracting agency. Certified statements shall be submitted to the public contracting agency once a month by the fifth business day of the following month, for each week workers are employed. Information submitted on certified statements may be used only to ensure compliance with the provisions of ORS 279C.800 to 279C.870.

.5 Each contractor or subcontractor shall preserve the certified statements for a period of three years from the date of completion of the contract.

.6 Certified statements received by a public agency are public records subject to the provisions of ORS 192.410 to 192.505. As such, they must be made available upon request.

d. For every bid $100,000 or greater, all Contractors and Subcontractors shall have a public works bond, in the amount of $30,000, filed with the Construction Contractors' Board (CCB), before starting work on the project,

unless exempt.

e. Contractor shall include in every subcontract a provision requiring their Subcontractors to have a public works bond filed with the CCB before starting work on the project, unless exempt. Contractors shall verify that all of their subcontractors have filed a public works bond with the CCB.

**26. SUBCONTRACTORS**: The CONTRACTOR shall include in any subcontract for property or services entered into by the CONTRACTOR and Subcontractor, including a material supplier, for the purpose of performing a construction contract:

a. A payment clause that obligates the CONTRACTOR to pay the Subcontractor for satisfactory performance under its subcontract within 10 days out of such amounts as are paid to the CONTRACTOR by the DISTRICT under such contract; and
b. An interest penalty clause that obligates the CONTRACTOR to pay to the Subcontractor an interest penalty on amounts due in the case of each payment not made in accordance with the payment clause included in the subcontract pursuant to the above paragraph for the period beginning on the day after the required Payment date and ending on the date on which payment of the amount due is made; computed at the rate specified in ORS 279C.580.

**27. PROJECT CLOSEOUT**: When the Work is determined to be complete:

a. Return all keys to DISTRICT Representative.
b. Where warranties are required, submit original warranty certificates and indicate dates of coverage.
c. Submit any operation and maintenance information required by technical specifications.
d. Submit any as-built drawings or other as-built documentation required by technical specifications.
e. Submit AIA Document G707 Consent of Surety Company for final payment.
f. Submit Affidavit of Prevailing Wages Paid (Sample will be furnished at completion of work).
g. Submit Asbestos-Containing Materials Statement (Sample will be furnished at completion of work.)
h. Where a building permit is required, submit documentation of Building Department inspection and acceptance.
i. Final payment will be authorized after all project closeout tasks have been completed and the work is determined to be acceptable by the DISTRICT Project Manager.

**28. NON-DISCRIMINATION:** The CONTRACTOR, by signing this agreement certifies that the CONTRACTOR has not discriminated against minorities, women or emerging small business enterprises in obtaining any required subcontracts.

The CONTRACTOR agrees not to discriminate against any client, employee or applicant for employment or for services, because of race, color, religion, sex, national origin, physical or mental handicap, sexual orientation or age unless based upon bona fide occupational qualifications, and that they are otherwise in compliance with all federal, state and local laws prohibiting discrimination, with regard to, but not limited to, the following: Employment upgrading, demotion or transfer; Recruitment or recruitment advertising; Layoffs or termination; Rates of pay or other forms of compensation; Selection for training; Rendition of services. It is further understood that any vendor who is in violation of this clause shall be barred forthwith from receiving awards of any purchase order from the School District, unless a satisfactory showing is made that discriminatory practices have terminated and that a recurrence of such acts is unlikely.

**29. FOREIGN CONTRACTORS**: In the event this Contract is awarded to a contractor not domiciled in or registered to do business in the State of Oregon and the contract price exceeds $10,000.00, the CONTRACTOR shall promptly report to the Department of Revenue the total price, terms of payment, length of contract, and such other information as the Department of Revenue may require before final payment can be received on the public contract. The DISTRICT will satisfy itself that the requirement of this subsection has been complied with before it issues a Final Payment.

**30. TERMINATION WITH CAUSE:** With reasonable cause, either party may terminate this agreement effective immediately upon the giving of written notice of termination for cause. Reasonable cause shall include:

a. Material violation of this agreement.
b. Any act exposing the other party to liability to others for personal injury or property damage.

**31. REMEDIES:** In the event of a termination of this contract by the DISTRICT, because of a breach by CONTRACTOR, the DISTRICT may complete the work either by itself or by contract with other persons, or any combination thereof. CONTRACTOR shall be liable to the DISTRICT for any costs or losses incurred by the DISTRICT arising out of or related to the breach, including costs incurred in selecting other CONTRACTORS, time delay losses, attorney fees, and the like, less the remaining unpaid balance of the consideration until DISTRICT's costs and losses have been determined, at which time the DISTRICT may offset any such amount due CONTRACTOR against costs and losses incurred by DISTRICT.

**32. TERMINATION OR SUSPENSION OF CONTRACT FOR CONVENIENCE:** Any contract may be terminated, or

temporarily suspended, by the DISTRICT in the event that the project is permanently abandoned, or deferred, as determined in the sole discretion of the DISTRICT. The DISTRICT may terminate, or suspend, any contract in whole or in part whenever the DISTRICT determines, in its sole discretion, that such action is in the DISTRICT's best interest. Whenever any contract is terminated, or suspended in accordance with this paragraph, the CONTRACTOR shall be entitled to payment for actual work performed at contract prices for completed items of work. An equitable adjustment in any contract price for partially completed items of work will be made, but such adjustment shall not include provisions for loss of anticipated profit on deleted or uncompleted work. For suspended work, the CONTRACTOR will be entitled to five percent (5%) per year of the value of the work suspended, only if ultimately completed, and reasonable re-mobilization costs, if applicable. Termination or suspension of any contract by the DISTRICT at any time during the term for convenience, shall not constitute a breach of any contract by the DISTRICT.

**33. ASSIGNMENT:** CONTRACTOR shall not assign this contract, in whole or in part, or any right or obligation hereunder, without the DISTRICT's prior written approval.

**34. NO AUTHORITY TO BIND CLIENT:** CONTRACTOR has no authority to bind or obligate the DISTRICT or to enter into contracts or agreements on behalf of the DISTRICT. This agreement does not create a partnership, joint venture or agency between the parties.

**35. NON-WAIVER:** The failure of either party to exercise any of its rights under this agreement for a breach thereof, shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

**36. NOTICES:** Any notice given in connection with this agreement shall be given in writing and shall be delivered either by hand to the signing party or by regular and certified mail to the party at the party's address stated herein.

**37. CHOICE OF LAW:** Any dispute under this agreement or related to this agreement shall be decided in accordance with the laws of the State of Oregon.

**38. ATTORNEY'S FEES:** In the event of any action to enforce or interpret this contract, the prevailing party shall be entitled to recover from the losing party reasonable attorney fees incurred in the proceeding, as set by the court, at trial, upon appeal, or upon review.

**39. ENTIRE AGREEMENT:** This is the entire agreement of the parties, and supersedes any prior agreement.

**40. SEVERABILITY:** If any part of this agreement shall be held unenforceable, the rest of this agreement will nevertheless remain in full force and effect.

**41. AMENDMENTS:** This agreement may be supplemented, amended, or revised only in writing by agreement of the parties.

**42. CONTRACTOR'S MARK UP FOR CHANGE ORDER WORK:** The allowance for the combined overhead and profit included in the total net cost to the DISTRICT shall be based as follows:

a. The maximum allowable hourly wage rate for Changes to the Work shall be the appropriate Base Wage Rate plus Fringe Rate as listed for each occupation in the Prevailing Wage Rate for Public Works Contracts in Oregon manual issued by the Oregon Bureau of Labor and Industries (the current issue in effect on the date the quote is first advertised and/or a quote is first requested); multiplied by 1.20. An amount for Overhead and Profit may be added in accordance with section b through h below.

b. For the Contractor, for work performed by the Contractor, 15 percent of the amount due the Contractor.

c. For the Contractor, for Work performed by the Contractor's Subcontractor, 10 percent of the amount due the Subcontractor.

d. For each Subcontractor or Sub-subcontractor involved, for Work performed by that Subcontractor's or Sub-subcontractor's own forces, 10 percent of the cost.

e. Total overhead and profit shall not exceed 25% of the base cost of the work (base cost being defined as the cost of the work without markups.)

f. Itemize costs to include breakdown for materials and labor, overhead and profit.

g. A change to the work providing a net CREDIT to the DISTRICT shall include a credit for overhead and profit based on the following schedule:

1. For the Contractor, 5 percent of the Cost to be credited.
2. For each Subcontractor, 5 percent of the Cost to be credited.
3. For each Sub-subcontractor, 5 percent of the Cost to be credited.

h. In order to facilitate checking of quotations for extras or credits, all proposals, except those so minor that their propriety can be seen by inspection, shall be accompanied by a complete itemization of costs including Subcontractor and Contractor overhead and profit as applicable.

**43. APPLICATION FOR PAYMENT:** Submit payment request on invoice customarily used by Contractor. Identify 5% retainage to be carried until the project is determined to be complete.

**44. DEBARMENT CERTIFICATION:** The contractor/Vendor certifies that the Contractor is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Contract by any Federal department or agency. If requested by the Eugene 4J School District, the Contractor shall complete a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form. Any such form completed by the Contractor for this Contract shall be incorporated into this Contract by reference.

END OF TERMS AND CONDITIONS

# CONSTRUCTION CONTRACTOR AGREEMENT

**LANE COUNTY SCHOOL DISTRICT 4J**
**715 West Fourth Avenue**
**Eugene, Oregon 97402**

This Agreement is hereby made between the Lane County School District 4J, hereinafter DISTRICT, and CONTRACTOR, according to the following terms, conditions and provisions:

1. CONTRACTOR is identified as follows:

   Firm Name: _____

   Contractor's Representative _____

   Address: _____

   City/State/ZIP: _____ Email: _____

   Business Telephone: _____ FAX: _____

   Social Security Number: _____ or Federal Employer ID: _____

   Type of Entity: [ ] Sole Proprietorship [ ] Partnership [ ] Corporation

2. SERVICES TO BE PROVIDED (Include scope of work, schedule and other provisions including supplies, materials, equipment or services, as applicable):

   _____

   _____

   _____

3. DISTRICT'S REPRESENTATIVE: _____

4. FINGERPRINTING REQUIREMENTS: Do services to be provided include potential for direct, unsupervised contact with students? [ ] Yes [ ] No

   If yes, has CONTRACTOR been fingerprinted? [ ] Yes [ ] No

5. DATE AND DURATION: This agreement shall be effective commencing on _____ and extending through _____, unless otherwise terminated or extended.

6. PAYMENT: The DISTRICT shall pay the CONTRACTOR the agreed sum of $_____

   _____ for work described herein.

   Purchase Order or Account Number to be charged: _____

7. CONTRACTOR REQUIREMENTS: The CONTRACTOR agrees to perform the work or services as described in this Agreement in accordance with the Terms and Conditions of this Agreement (ATTACHMENT A) and Drawings and Specifications listed below:

   _____

   _____

   _____

8. CONTRACTOR is an Independent Contractor within the meaning of ORS 670.600 and is not an employee of the DISTRICT.

9. SIGNATURES: It is so agreed this _____ day of _____, _____

   _____ _____
   CONTRACTOR Date

   _____ _____
   DISTRICT Date

**SECTION 01 23 00**

**ALTERNATES**

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 alternates.

1.3 DEFINITIONS

A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the Bidding Requirements that may be added to or deducted from the Base Bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed, the time to complete, or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.

1. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

A. Coordination: Modify or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.

1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.

B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated modifications to alternates.

C. Execute accepted alternates under the same conditions as other work of the Contract.

D. Schedule: A Schedule of Alternates is included at the end of this Section. Specification Sections referenced in schedule contain requirements for materials necessary to achieve the work described under each alternate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

**NONE.**

END OF SECTION 01 23 00

**SECTION 012500**

**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 1 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. "Agreement" for monetary values of established Unit Prices and Alternates.
2. "General Conditions "for additional requirements for Changes in the Work, Contract Sum, and Contract Time.
3. Division 01 Section 00 73 00 "Supplementary Conditions" for allowable percentages for Contractors' Overhead and Profit.
4. Division 01 Section 01 33 00" Submittal Procedures" for Schedule of Values requirements.
5. Division 01 Section 01 60 00 "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.
6. Division 01 Section 01 78 39 "Project Record Documents" documentation requirements.

1.3 MINOR CHANGES IN THE WORK

A. Architect, with the concurrence of the Owner, will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Sum or the Contract Time.

1.4 CHANGE REQUEST/PROCEED ORDER (CONSTRUCTION CHANGE DIRECTIVE)

A. Architect or Owner may issue a Change Request/Proceed Order on form included at end of Part 3.

1. Change Request 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.
2. Proceed Order, when signed by the Owner, instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.

B. Documentation: Maintain detailed records on a time and material basis of work required by the Proceed Order.

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

C. Authorization Required: When a Change Request is approved and signed by the Owner, it becomes a Proceed Order authorizing the change requested. Do not proceed with any change without the Owner's signature on the Change Request/Proceed Order.

D. Owner-Initiated Change Requests: Architect will issue a Change Request, which will include 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. Change 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 time specified in Change Request after receipt of Change Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.

    a. Include a complete cost breakdown including 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, supervision, overhead, and profit 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.

E. Contractor-Initiated Requests: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change to the Architect.

1. Changes requested by the Contractor will be authorized only by signature of the Owner on the prescribed. Do not proceed with any changes without this authorization.
2. 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.
3. 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.
4. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
5. Include costs of labor, supervision, overhead, and profit directly attributable to the change.
6. 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.
7. Comply with requirements in Division 1 Section 01 60 00 "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.

F. Change Request Form: Use forms provided by Owner. Sample copies are included at end of Section 3.

1.5 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Change Request, and at intervals to be determined, Architect will collect Change Requests and issue a Change Order for signatures of Owner and Contractor on AIA Document G701.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

# CHANGE REQUEST/PROCEED ORDER

**1992-2017 Capital Improvement Program**
**Eugene School District 4J**

## CHANGE REQUEST NOTICE

Change Request No.: _____

Project No.:_____ Contract No.:_____ Date:_____

Project Title:_____

Contractor:_____

1. **REQUEST INFORMATION**
   Estimated $_____ Time_____ Days_____ Initiated by _____
   Reason for change: _____
   _____

2. **DESCRIPTION**
   Describe changes: _____
   _____
   Describe affected work: _____
   List plan and spec sections: _____
   Describe impacted activities: _____
   Comment: _____

3. **DATES**
   Need for change first known _____ By whom _____
   Contractor first notified _____ How _____
   Owner first notified _____
   Date approved or rejected _____ By whom _____

4. **RECOMMENDATION (cost and time)** _____

## PROCEED ORDER

PROCEED ORDER NO.: _____ Date: _____

1. **PAYMENT/COST**
   Actual amount of change $_____ The contract time will be:
   Contractor amount $_____ ( ) increased ( ) decreased by _____ days
   Subcontractor amount $_____ ( ) will remain unchanged
   Type of payment (LS/T&M) _____

2. **MISCELLANEOUS**
   Subcontractors involved: _____
   Major materials: _____
   The cost is not to exceed $_____ Date: _____

3 **CHANGE REQUEST ACCEPTED BY:**
   Contractor: _____ Date: _____
   Architect: _____ Date: _____
   4J CIP Project Manager: _____ Date: _____
   4J CIP Program Manager: _____ Date: _____
   4J Facilities Director: _____ Date: _____

Without the signature of Facilities Director, or the acting Director, this Proceed Order is neither accepted or authorized, except by written authorization of other specific delegation.

END OF SECTION 01 25 00

**PAYMENT PROCEDURES**

**SECTION 01 29 00**

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.

B. Related Sections include the following:

1. Division 01 Section 01 25 00 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
2. Division 01 Section 01 32 00 "Construction Progress Documentation" for administrative requirements governing preparation and submittal of Contractor's Construction Schedule and Submittals Schedule.
3. Division 01 Section 01 77 00 “Closeout Procedures” for final application 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 and Owner at earliest possible date but no later than seven days before the date scheduled for submittal of initial Application for 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. 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.
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.

    a. Differentiate between items stored on-site and items stored off-site. If specified, include evidence of insurance or bonded warehousing.

6. 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.
7. 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.
8. 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.

9. 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 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 Forms: Use AIA Document G702 and AIA Document G703 Continuation Sheets as form for Applications for Payment.

C. 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 issued before last day of construction period covered by application.
3. Transmittal: Submit 3 signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours.

D. 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 (draft submitted previously).
3. Contractor's Construction Schedule (preliminary if not final).
4. Products list.
5. Schedule of unit prices.
6. Submittals Schedule (based Architect's list or required submittals).
7. List of Contractor's staff assignments.
8. Initial progress report.
9. Report of preconstruction conference.

E. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

F. 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 (See itemized list in Section 01 77 00 "Closeout Procedures").
2. Updated final statement, accounting for final changes to the Contract Sum.
3. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
4. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
5. AIA Document G707, "Consent of Surety to Final Payment."
6. Evidence that claims have been settled.
7. Final, liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 10 29 00

**CONSTRUCTION PROGRESS DOCUMENTATION**

**SECTION 01 32 00**

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Preliminary Construction Schedule.
2. Contractor's Construction Schedule.
3. Submittals Schedule.

B. Related Sections include the following:

1. Division 1 Section 01 29 00 "Payment Procedures" for submitting the Schedule of Values.
2. Division 1 Section 01 31 00 "Project Management and Coordination" for submitting and distributing meeting and conference minutes.
3. Division 1 Section 01 33 00 "Submittal Procedures" for submitting schedules and reports.
4. Division 1 Section 01 40 00 "Quality Requirements" for submitting a schedule of tests and inspections.

1.3 SUBMITTALS

A. Submittals Schedule: Submit three copies of schedule. Arrange the following information in a tabular format.

1. Scheduled date for first submittal.
2. Specification Section number and title.
3. Submittal category (action or informational).
4. Name of subcontractor.
5. Description of the Work covered.
6. Scheduled date for Architect's final release or approval.

B. Contractor's Construction Schedule: Submit two opaque copies of initial schedule, large enough to show entire schedule for entire construction period.

1.4 COORDINATION

A. Coordinate preparation and processing of schedules and reports with performance of construction activities and with scheduling and reporting of separate contractors.

B. Coordinate Contractor's Construction Schedule with the Schedule of Values, list of subcontracts, Submittals Schedule, progress reports, payment requests, and other required schedules and reports.

1. Secure time commitments for performing critical elements of the Work from parties involved.
2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 SUBMITTALS SCHEDULE

A. Preparation: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, resubmittal, ordering, manufacturing, fabrication, and delivery when establishing dates.

1. Coordinate Submittals Schedule with list of subcontracts, the Schedule of Values, and Contractor's Construction Schedule.
2. Initial Submittal: List those required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's Construction Schedule.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

A. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Final Completion.

B. Activities: Treat each floor or separate area as a separately numbered activity for each principal element of the Work

C. 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.

D. Products Ordered in Advance: Include a separate activity for each product. Include delivery date indicated in Division 1 Section 01 11 00 "Summary of Work." Delivery dates indicated stipulate the earliest possible delivery date.

E. Owner-Furnished Products: Include a separate activity for each product. Include delivery date indicated in Division 1 Section 01 11 00 "Summary of Work." Delivery dates indicated stipulate the earliest possible delivery date.

F. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and Final Completion**.**

G. Cost Correlation: At the head of schedule, provide a cost correlation line, indicating planned and actual costs. On the line, show dollar volume of the Work performed as of dates used for preparation of payment requests.

2.3 CONTRACTOR’S CONSTRUCTION SCHEDULE

A. Bar-Chart Schedule: Submit preliminary horizontal bar-chart-type construction schedule within 10 days of date established for the Notice to Proceed.

B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. 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 Actual Completion percentage for each activity.

B. Distribution: Distribute copies of approved schedule to Architect Owner’s Project Manager, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.

1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION 01 32 00

**SUBMITTAL PROCEDURES**

**SECTION 01 33 00**

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, Information Submittals, Delegated Design and other submittals.

B. Related Sections include the following:

1. Division 1 Section 01 29 00 "Payment Procedures" for submitting Applications for Payment and the Schedule of Values.
2. Division 1 Section 01 31 00 "Project Management and Coordination" for submitting and distributing meeting and conference minutes and for submitting Coordination Drawings.
3. Division 1 Section 01 32 00 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule.
4. Division 1 Section 01 40 00 "Quality Requirements" for submitting test and inspection reports and for mockup requirements, if any.
5. Division 1 Section 01 77 00 "Closeout Procedures" for submitting warranties.
6. Division 1 Section 01 78 39 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
7. Division 1 Section 01 78 23 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
8. Divisions 02 through 49 Sections for specific requirements for submittals in those Sections.

1.3 DEFINITIONS

A. Action Submittals: Written and graphic information that requires Architect's responsive action.

B. Informational Submittals: Written information that does not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

1.4 SUBMITTAL PROCEDURES

A. 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. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.

B. Submittals Schedule: Comply with requirements in Division 1 Section 01 32 00 "Construction Progress Documentation" for list of submittals and time requirements for scheduled performance of related construction activities.

C. Processing Time: Allow enough 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 14 calendar days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.

D. Identification: Place a permanent label or title block on each submittal for identification.

1. Indicate name of firm or entity that prepared each submittal on label or title block.
2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Architect.

E. Deviations: Highlight, encircle, or otherwise specifically identify deviations from the Contract Documents on submittals.

F. Transmittal: Package each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will return submittals, without review, if received from sources other than Contractor without prior consent.

1. Transmittal Form: Provide locations on form for the following information:

a. Project name.
b. Date.
c. Destination (To:).
d. Source (From:).
e. Names of subcontractor, manufacturer, and supplier.
f. Category and type of submittal.
g. Submittal purpose and description.
h. Specification Section number and title.
i. Drawing number and detail references, as appropriate.
j. Submittal and transmittal distribution record.
k. Remarks.
l. Signature of transmitter.

G. 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 “Reviewed - No Comment” or “Reviewed - See Comments”.

H. 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.

I. Use for Construction: Use only final submittals with mark indicating “Reviewed - No Comment” or “Reviewed - See Comments” taken by Architect.

PART 2 - PRODUCTS

2.1 ACTION SUBMITTALS

A. General: Prepare and submit Action Submittals required by individual Specification Sections.

B. 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 printed data are not suitable 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 written recommendations.
    b. Manufacturer's product specifications.
    c. Manufacturer's installation instructions.
    d. Standard color charts.
    e. Manufacturer's catalog cuts.
    f. Wiring diagrams showing factory-installed wiring.
    g. Printed performance curves.
    h. Operational range diagrams.
    i. Compliance with specified referenced standards.
    j. Testing by recognized testing agency.
    k. Application of testing agency labels and seals.
    l. Notation of coordination requirements.
    m. MSDS information, where applicable.

4. Submit Product Data before or concurrent with Samples.
5. Number of Copies: Submit the number required by the Contractor plus four (4) copies of Product Data, unless otherwise indicated. Architect will return two copies to Contractor and one to Owner. Mark up and retain one returned copy as a Project Record Document.

C. 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.

1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:

    a. Dimensions.
    b. Identification of products.

c. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
d. Schedules.
e. Design calculations.
f. Compliance with specified standards.
g. Notation of coordination requirements.
h. Notation of dimensions established by field measurement.
i. Relationship to adjoining construction clearly indicated.
j. Seal and signature of professional engineer if specified.

2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches but no larger than 30 by 40 inches.
3. Number of Copies: Submit four opaque copies of each submittal, unless copies are required for operation and maintenance manuals. Submit five copies where copies are required for operation and maintenance manuals. Architect will retain two **c**opies, including one for the Owner's Project Manager; remainder will be returned. Mark up and retain one returned copy as a Project Record Drawing.

D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.

1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
2. Identification: Attach label on unexposed side of Samples that includes the following:

a. Generic description of Sample.
b. Product name and name of manufacturer.
c. Sample source.
d. Number and title of appropriate Specification Section.

3. 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..

c. Number of Samples: Submit three sets of Samples. Architect will retain two Sample sets; remainder will be returned.

2.2 INFORMATIONAL SUBMITTALS

A. General: Prepare and submit Informational Submittals required by other Specification Sections.

1. Number of Copies: Submit two copies of each submittal, unless otherwise indicated. Architect will not return copies.

2. Certificates and Certifications: Provide a notarized 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.
3. Test and Inspection Reports: Comply with requirements specified in Division 1 Section 01 40 00 "Quality Requirements."

B. Coordination Drawings: Comply with requirements specified in Division 1 Section 01 31 00 "Project Management and Coordination."

C. Contractor's Construction Schedule: Comply with requirements specified in Division 1 Section 01 32 00 "Construction Progress Documentation."

D. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, names and addresses of architects and owners, and other information specified.

E. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification (WPS) and Procedure Qualification Record (PQR) on AWS forms. Include names of firms and personnel certified.

F. Installer Certificates: Prepare 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.

G. Manufacturer Certificates: Prepare written statements on manufacturer's letterhead certifying that manufacturer complies with requirements in the Contract Documents. Include evidence of manufacturing experience where required.

H. Product Certificates: Prepare written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.

I. Material Certificates: Prepare written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.

J. Material Test Reports: Prepare 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.

K. Product Test Reports: Prepare written reports indicating 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.

L. Schedule of Tests and Inspections: Comply with requirements specified in Division 1 Section 01 40 00 "Quality Requirements."

M. Preconstruction Test Reports: Prepare 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.

N. Compatibility Test Reports: Prepare 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 primers and substrate preparation needed for adhesion.

O. Field Test Reports: Prepare reports written by a qualified testing agency, on testing agency's standard form, 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.

P. Maintenance Data: Prepare written and graphic instructions and procedures for operation and normal maintenance of products and equipment. Comply with requirements specified in Division 1 Section 01 78 23 "Operation and Maintenance Data."

Q. Design Data: Prepare written and graphic information, including, but not limited to, performance and design criteria, list of applicable codes and regulations, and calculations. Include list of assumptions and other performance and design criteria and a summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Include page numbers.

R. Manufacturer's Instructions: Prepare written or published information that documents manufacturer's recommendations, guidelines, and procedures for installing or operating a product or equipment. Include name of product and name, address, and telephone number of manufacturer.

S. Insurance Certificates and Bonds: Prepare written information indicating current status of insurance or bonding coverage. Include name of entity covered by insurance or bond, limits of coverage, amounts of deductibles, if any, and term of the coverage.

T. Material Safety Data Sheets (MSDSs): Submit information directly to Owner; do not submit to Architect.

2.3 DELEGATED DESIGN

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.

B. Delegated-Design Submittal: In addition to Shop Drawings, Product Data, and other required submittals, submit three copies of 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.

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.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

A. 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. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, 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.

3.2 ARCHITECT'S ACTION

A. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.

B. Action Submittals: Architect will review each submittal, make marks to indicate corrections or modifications required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action taken, as follows:

1. Reviewed - No Comment.
2. Reviewed - See Comments.
3. Revise and Resubmit.

C. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.

D. Partial submittals are not acceptable, will be considered nonresponsive, and will be returned without review.

E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 01 33 00

# QUALITY REQUIREMENTS

# SECTION 01 40 00

## 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 quality assurance and quality control.

B. Testing and inspecting 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 -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
3. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, or authorities having jurisdiction are not limited by provisions of this Section.

C. Related Sections include the following:

1. Division 01 Section 01 32 00 "Construction Progress Documentation" for developing a schedule of required tests and inspections.
2. Divisions 02 through 49 Sections for specific test and inspection requirements.

### 1.3 CONFLICTING REQUIREMENTS

A. General: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer uncertainties and requirements that are different, but apparently equal, to Architect for a decision before proceeding.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be 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.

1.4 SUBMITTALS

A. Qualification Data: 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.

B. Reports: Prepare and submit certified written reports that include the following:

1. Date of issue.
2. Project title and number.
3. Name, address, and telephone number 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 inspecting.
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.

C. Permits, Licenses, and Certificates: For Owner's records, 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.

1.5 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 inspecting they are engaged to perform.
2. Payment for these services will be made by Owner.
3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor**,** and the Contract Sum will be adjusted by Change Order.

B. Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. 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.

1. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
2. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.

3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

C. 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 Division 1 Section 01 33 00 "Submittal Procedures."

D. 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.

E. 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 location 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 any duties of Contractor.

F. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:

1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Delivery of samples to testing agencies.
6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
7. Security and protection for samples and for testing and inspecting equipment at Project site.

G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.

1. Schedule times for tests, inspections, obtaining samples, and similar activities.

1.6 SPECIAL TESTS AND INSPECTIONS

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

None.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. 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 modifications as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, 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. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible.

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.

3.3 SCHEDULE OF QUALITY CONTROL TEST AND INSPECTIONS

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

1. Structural Concrete:

a. Complete Form inspection.
b. Check reinforcing steel in place before concrete placement.
c. Continuous inspection during placing of Concrete.
d. Refer to Structural Drawings for additional requirements.

e. Comply with OSSC 1704.4 and table 1704.4.

2. Test Concrete Slump as follows:

   a. Follow ASTM C-143 and C-172.
   b. Prepare tests from same batch as that employed in preparing strength test specimens, unless otherwise directed.
   c. If measured slump falls outside specified limits, retest immediately from another portion of same load.
   d. In event of second failure, Concrete shall be considered as failing Specification requirements.

3. Test Concrete Compressive Strength as follows:

   a. Follow ASTM C-31, C-39, and C-172.
   b. Provide not less than four Test Cylinders for each 100 cubic yard or less for each strength of Concrete cast in any one day.
   c. Break two Cylinders at 7 days of age, and unless otherwise directed, break remainder at 28 days.
   d. If any one set of two Cylinders does not develop full design strength at 28 days of age, Cores and load-testing may be called for. All coring and load-testing costs paid by Contractor.
   e. No one test value may go more than 20% below specified strength, and average of any three consecutive tests shall be equal to or greater than the specified strength.
   f. Coring and/or load-testing may be required because of low tests; coring and load-testing costs paid by Contractor.
   g. If tests indicate Concrete has failed to meet Specifications, replace substandard material when directed by Architect.

4. Structural Steel:

   a. Inspection at Fabrication Shop and Jobsite as follows: Inspection of Specification conformance of fabricated Structural Steel Members and Assemblies.
   b. Comply with OSSC 1704.2 and 1704.3.

5. Inspection of Welding in accordance with AWS Structural Welding Code, Section 6, and as follows:

   a. Special inspection in accordance with OSSC Section 1704.3.1.
   b. And the following as they may be deemed necessary and specially ordered:

      1) Liquid Penetrant inspection in accordance with ASTM E-165, Procedure B.
      2) Magnetic Particle inspection in accordance with ASTM E-109.
      3) Radiographic inspection in accordance with Appendix B. Ultrasonic inspection in accordance with Appendix C.

6. Earthwork Density:

   a. Method: AASHTO Standards T-180, Method C.

b. Provide tests for each layer of Fill and Backfill, for Pavement beds in cuts, if any, and to any other Earthwork construction which will support finished Surfaces or Structures.
c. Comply with OSSC 1704.7 and 1803.5.

7. Shear Walls and Roof Diaphragms:

a. Inspection of Structural Panel Assembly and Fastening. Report fastener type, size and spacing. Report panel thickness and span rating. Verify that panels have appropriate grade stamp. Note panel edge gap dimensions.
b. Comply with OSSC 1705.3.

8. Timber Connectors:

a. Inspection of Structural Timber Connections. Includes "Simpson" type framing connectors. Verify installation of connectors shown on the drawings. Note fastener sizes.

9. Adhesive Anchors:

a. Provide inspection services during installation of adhesive anchors. Verify hole size and depth, cleanliness, adhesive type and proper mixing, and fastener size and material grade.
b. Installation to be in accordance with manufacturers published information and ICBO Report.

END OF SECTION 01 40 00

**TEMPORARY FACILITIES AND CONTROL**

**SECTION 01 50 00**

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 requirements for temporary utilities, support facilities, and security and protection facilities.

B. Related Sections include the following:

1. Division 01 Section 01 11 00 "Summary of Work" for limitations on utility interruptions and other work restrictions.
2. Division 01 Section 01 33 00 "Submittal Procedures" for procedures for submitting copies of implementation and termination schedule and utility reports.
3. Division 01 Section 01 77 00 "Execution Requirements" for progress cleaning requirements.
4. Divisions 02 through 49 Sections for temporary heat, ventilation, and humidity requirements for products in those Sections.

1.3 DEFINITIONS

A. Permanent Enclosure: As determined by Architect, permanent or temporary roofing is complete, insulated, and weathertight; exterior walls are insulated and weathertight; and all openings are closed with permanent construction or substantial temporary closures.

1.4 USE CHARGES

A. General: Cost or use charges for temporary facilities shall be included in the Contract Sum. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Owner's construction forces, Architect, testing agencies, and authorities having jurisdiction.

1.5 SUBMITTALS

A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.

1.6 QUALITY ASSURANCE

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

B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.7 PROJECT CONDITIONS

A. Temporary Use of Permanent Facilities: Installer of each permanent service shall assume responsibility for operation, maintenance, and protection of each permanent service during its use as a construction facility before Owner's acceptance, regardless of previously assigned responsibilities.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Portable Chain-Link Fencing: Minimum 6-feet high. See Drawings.

2.2 TEMPORARY FACILITIES

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

B. Common-Use Field Office: Of sufficient size to accommodate needs of construction personnel. Keep office clean and orderly. Furnish and equip offices as follows:

1. Furniture required for Project-site documents including file cabinets, plan tables, plan racks, and bookcases.
2. Conference room of sufficient size to accommodate meetings of 10 individuals. Provide electrical power service and 120-V ac duplex receptacles, with not less than 1 receptacle on each wall. Furnish room with conference table, chairs, and 4-foot square tack board.
3. Drinking water and private toilet.
4. Coffee machine and supplies.
5. Heating and cooling equipment necessary to maintain a uniform indoor temperature of 68 to 72 deg F.
6. Lighting fixtures capable of maintaining average illumination of 20 fc at desk height.

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

1. Store combustible materials apart from building.

2.3 EQUIPMENT

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

B. Heating Equipment: Unless Owner authorizes use of permanent heating system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.

1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
2. Heating Units: Listed and labeled for type of fuel being consumed, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.

B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.2 TEMPORARY UTILITY INSTALLATION

A. General: Install temporary service or connect to existing service.

1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

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

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

C. Water Service: Use of Owner's existing water service facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

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

E. Heating: Provide temporary heating required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

F. Ventilation and Humidity Control: Provide temporary ventilation required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce ambient condition required and minimize energy consumption.

G. Electric Power Service: Use of Owner's existing electric power service will be permitted, as long as equipment is maintained in a condition acceptable to Owner.

H. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.

1. Connect temporary service to Owner's existing power source, as directed by Owner.

I. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.

1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.
2. Install lighting for Project identification sign.

J. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Install two telephone lines for each field office.

1. At each telephone, post a list of important telephone numbers.

a. Police and fire departments.
b. Ambulance service.
c. Contractor's home office.
d. Architect's office.
e. Engineers' offices.
f. Owner's office.
g. Principal subcontractors' field and home offices.

2. Provide superintendent with cellular telephone or portable two-way radio for use when away from field office.

3.3 SUPPORT FACILITIES INSTALLATION

A. General: Comply with the following:

1. Provide incombustible construction for offices, shops, and sheds located within construction area or within 30 feet of building lines. Comply with NFPA 241.
2. Maintain support facilities until near Substantial Completion. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.

B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate for construction operations. Locate temporary roads and paved areas **as** indicated on Drawings.

1. Provide dust-control treatment that is nonpolluting and nontracking. Reapply treatment as required to minimize dust.

C. Traffic Controls: Comply with requirements of authorities having jurisdiction.

1. Protect existing site improvements to remain including curbs, pavement, and utilities.
2. Maintain access for fire-fighting equipment and access to fire hydrants.

D. Parking: Arrange for temporary parking areas for construction personnel.

E. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.

1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties nor endanger permanent Work or temporary facilities.

F. Project Identification and Temporary Signs: Provide Project identification and other signs as indicated on Drawings. Install signs where indicated to inform public and individuals seeking entrance to Project. Unauthorized signs are not permitted.

1. Provide temporary, directional signs for construction personnel and visitors.
2. Maintain and touchup signs so they are legible at all times.

G. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with Division 01 Section 01 77 00 "Execution Requirements" for progress cleaning requirements.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction in ways and by methods that comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

1. Comply with work restrictions specified in Division 01 Section 01 11 00 "Summary of Work."

B. Temporary Erosion and Sedimentation Control: Comply with requirements specified in Division 2 Section "Site Clearing", and requirements of authority having jurisdiction.

C. Stormwater Control: Comply with authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.

D. Tree and Plant Protection: Comply with requirements specified in Division 02 Section "Tree Protection and Trimming."

E. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.

F. Site Enclosure Fence: Before construction operations begin, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.

1. Extent of Fence: As required to enclose portion of Project site determined sufficient to accommodate construction operations.
2. Maintain security by limiting number of keys and restricting distribution to authorized personnel. Provide Owner with one set of keys.

G. Security Enclosure and Lockup: Install substantial temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security.

H. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.

I. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.

1. Where heating or cooling is needed and permanent enclosure is not complete, insulate temporary enclosures.

J. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by Owner from fumes and noise.

1. Construct dustproof partitions with gypsum wallboard with joints taped on occupied side, and fire-retardant plywood on construction operations side.
2. Insulate partitions to provide noise protection to occupied areas.
3. Seal joints and perimeter. Equip partitions with dustproof doors and security locks.
4. Protect air-handling equipment.
5. Weather strip openings.
6. Provide walk-off mats at each entrance through temporary partition.

K. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241.

1. Prohibit smoking in construction areas.
2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

## 3.5 OPERATION, TERMINATION, AND REMOVAL

A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.

B. Maintenance: Maintain facilities in good operating condition until removal.

1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.

C. 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.

END OF SECTION 01 50 00

**EXECUTION REQUIREMENTS**
**SECTION 01 73 00**

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. Construction layout.
2. Field engineering and surveying.
3. General installation of products.
4. Coordination of Owner-installed products.
5. Progress cleaning.
6. Starting and adjusting.
7. Protection of installed construction.
8. Correction of the Work.

B. Related Sections include the following:

1. Division 01 Section 01 31 00 "Project Management and Coordination" for procedures for coordinating field engineering with other construction activities.
2. Division 01 Section 01 33 00 "Submittal Procedures" for submitting surveys.
3. Division 01 Section 01 77 00 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.3 SUBMITTALS

A. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

B. Final Property Survey: Submit 2 copies showing the Work performed and record survey data.

1.4 QUALITY ASSURANCE

A. Land Surveyor Qualifications: A professional land surveyor who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing land-surveying services of the kind indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

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

1. Before construction, verify the location and points of connection of utility services.

B. Existing Utilities: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities and other construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; and underground electrical services.
2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

C. 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, including compatibility with existing finishes or primers.
3. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
4. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
5. Proceed with installation only after unsatisfactory conditions have been corrected. PROCEEDING WITH THE WORK INDICATES ACCEPTANCE OF SURFACES AND CONDITIONS.

3.2 PREPARATION

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

B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

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

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

3.3 CONSTRUCTION LAYOUT

A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect and Owner's Project Manager promptly.

1. General: Engage a land surveyor to lay out the Work using accepted surveying practices.

B. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and invert elevations.

C. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.

D. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect and Owner's Project Manager.

3.4 FIELD ENGINEERING

A. Identification: Owner will identify existing benchmarks, control points, and property corners.

B. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.

C. Benchmarks: Establish and maintain a minimum of two permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.

1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.

3.5 INSTALLATION

A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.

1. Make vertical work plumb and make horizontal work level.
2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
3. Conceal pipes, ducts, and wiring in finished areas, unless otherwise indicated.
4. Maintain minimum headroom clearance of seven feet in spaces without a suspended ceiling.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated. Bring any conflicts to the Architect for review.

C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.

D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

E. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.

F. 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.

G. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints

where possible. Obtain Architect and Owner's Project Manager approval for all questionable conditions.

H. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.6 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.

3.7 PROGRESS CLEANING

A. General: Clean Project site and work areas daily, including common areas. 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.
3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to applicable 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 safety and 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.

3.8 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 01 40 00 "Quality Requirements."

3.9 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.

3.10 CORRECTION OF THE WORK

A. Repair or remove and replace defective construction. Restore damaged substrates and finishes.

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 73 00

**CUTTING AND PATCHING**

**SECTION 01 73 29**

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes procedural requirements for cutting and patching.

B. Related Sections include the following:

1. Division 01 Section 02 41 19 "Selective Demolition" for demolition of selected portions of the building.
2. Divisions 02 through 49 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 written request describing procedures prior to the time cutting and patching will be performed, requesting approval to proceed, for cutting or alteration which affects:

1. Structural integrity of any element of Project.
2. Integrity of weather-exposed or moisture-resistant element.
3. Efficiency, maintenance, or safety of any operational element.
4. Visual qualities of site-exposed elements.
5. Work of Owner or separate contractor.

B. Include the following information:

1. Identification of Project and CIP number
2. Location and description of the affected Work.
3. Necessity for cutting or alteration.
4. Description of proposed Work and Products to be used.
5. Alternatives to cutting and patching.
6. Effect on work of Owner or separate contractor.
7. Written permission of affected separate contractor, if any.

8. date and time work will be executed.

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.
   1. 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.
   2. 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**.**

B. 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.

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. Temporary Support: Provide temporary support of Work to be cut.

B. 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.

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

D. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to minimize interruption to occupied 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 or 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 2 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.

END OF SECTION 01 73 29

**CLOSEOUT PROCEDURES**

**SECTION 01 77 00**

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. Division 1 Section 01 29 00 "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
2. Division 1 Section 01 73 00 "Execution Requirements" for progress cleaning of Project site.
3. Division 1 Section 01 78 39 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
4. Division 1 Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.
5. Divisions 02 through 49 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 and Owner's Project Manager 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. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

1.4 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 1 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 the following completed forms, items and documents:

    a. AIA Document G706 Contractor's Affidavit of Payment of Debts and Claims.
    b. AIA Document G706A Contractor's Affidavit of Release of Liens.
    c. AIA Document G707 Consent of Surety Company to Final Payment.
    d. Operation and Maintenance Manuals
    e. Warranties and Bonds. Submit original documents, including Contractor's General Warranty,
    f. Record Documents.
    g. Keys.
    h. Testing and Start-Up records.
    i. Affidavit of Prevailing Wages paid.

j. Complete list of Contractor and all Subcontractors with address, phone numbers, and work
k. Asbestos-Containing Materials Statement (Form 01100B).
l. Proof of final acceptance and compliance from governing authorities having jurisdiction.

5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect and Owner's Project Manager 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. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

2. Cost of additional re-inspections by Architect and Owner's Project manager will be deducted from Final Payment to the Contractor.

1.5 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 10 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.

C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.

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

D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

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

PART 3 - EXECUTION

3.1 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, 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. 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 77 00

**OPERATION AND MAINTENANCE DATA**

**SECTION 01 78 23**

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 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. Maintenance manuals for the care and maintenance of products, material, finishes, systems, and equipment.

B. Related Sections include the following:

1. Division 01 Section 01 33 00 "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
2. Division 01 Section 01 77 00 "Closeout Procedures" for submitting operation and maintenance manuals.
3. Division 01 Section 01 78 39 "Project Record Documents" for preparing Record Drawings for operation and maintenance manuals.
4. Divisions 02 through 49 Sections for specific operation and maintenance manual requirements for the Work in those Sections.

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 SUBMITTALS

A. Initial Submittal: Submit 2 draft copies of each manual at least 15 working days before requesting inspection for Final Completion. Include a complete operation and maintenance directory. Architect will return one copy of draft and mark whether general scope and content of manual are acceptable.

B. Final Submittal: Submit one copy of each manual in final form at least 15 days before final inspection. Architect will return copy with comments within 15 days after final inspection.

1. Correct or modify each manual to comply with Architect's comments. Submit 3 copies of each corrected manual within 15 days of receipt of Architect's comments.

1.5 COORDINATION

A. Where operation and maintenance documentation includes information on installations by more than one factory-authorized service representative, assemble and coordinate information furnished by representatives and prepare manuals.

PART 2 - PRODUCTS

2.1 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

A. Organization: Include a section in the directory for each of the following:

1. List of documents.
2. List of systems.
3. List of equipment.
4. List of all subcontractors and material suppliers, including names, addresses and phone numbers.
5. 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 MANUALS, GENERAL

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: Enclose title page in transparent plastic sleeve. 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, address, and telephone number of Contractor.
6. Name and address of Architect.
7. 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.

1. Binders: Heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch 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. Mark each tab to indicate contents. Include a Table of Contents for each volume with a list of products and major components of equipment included in the section on the face of 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 media for computerized electronic equipment.
4. Supplementary Text: Prepared on 8-1/2-by-11-inch 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. None required.

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.
2. Performance and design criteria if Contractor is 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.
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 MANUAL

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.

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.
6. Contact information.

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 MANUAL

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.

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

1. Standard printed 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 videotape, 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. 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 directory that provides an organized reference to operation and maintenance manuals.

B. 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.

C. 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.

D. 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 Division 01 Section 01 78 39 "Project Record Documents."

E. Comply with Division 01 Section 01 77 00 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 01 78 23

**PROJECT RECORD DOCUMENTS**

**SECTION 01 78 39**

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 Project Record Documents, including the following:

1. Record Drawings.
2. Record Specifications.
3. Record Product Data.

B. Related Sections include the following:

1. Division 01 Section 01 77 00 "Closeout Procedures" for general closeout procedures.
2. Division 01 Section 01 78 23 "Operation and Maintenance Data" for operation and maintenance manual requirements.
3. Divisions 02 through 49 Sections for specific requirements for Project Record Documents of the Work in those Sections.

1.3 SUBMITTALS

A. Record Drawings: Comply with the following:

1. Number of Copies: Submit copies of Record Drawings as follows:

a. Final Submittal: Submit one set of marked-up Record Prints (not “Job Shack” set).

B. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications.

C. Record Product Data: Submit one copy of each Product Data submittal.

1. Where Record Product Data is required as part of operation and maintenance manuals, submit marked-up Product Data as an insert in manual instead of submittal as Record Product Data.

PART 2 - PRODUCTS

2.1 RECORD DRAWINGS

A. Record Prints: Maintain one set of blue- or black-line white prints 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 prepare the 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 understandable drawing technique.
    c. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.

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.
    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 or Shop Drawings, whichever is most capable of showing actual physical conditions, completely and accurately. If Shop Drawings are marked, show cross-reference on the Contract Drawings.
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 Alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Format: Identify and date each Record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.

1. Record Prints: Organize Record Prints and newly prepared Record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Record Transparencies: Organize into unbound sets matching Record Prints. Place transparencies in durable tube-type drawing containers with end caps. Mark end cap of each container with identification. If container does not include a complete set, identify Drawings included.
3. Identification: As follows:

    a. Project name.

b. Date.
c. Designation "PROJECT RECORD DRAWINGS."
d. Name of Architect and Owner's Project Manager.
e. Name of Contractor.

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.

2.3 RECORD PRODUCT DATA

A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders where applicable.

2.4 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.

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 and Owner's Project Manager's reference during normal working hours.

END OF SECTION 10 78 39

## PART 1 - GENERAL

### 1.1 SUMMARY

A. This Section includes the following:

1. Remove wall and flooring finishes as required to relocate door to IMC and to support installation of new stair climbing lift.
2. Coordinate with Owner for abatement of asbestos floor tiles.
3. Coordinate with Owner for disconnects of electrical, and maintain existing security and alarm systems in continuous operation.

B. This Section does not include:

1. Any work associated with demolition or removal of hazardous materials.
2. Abatement of hazardous materials will be completed by Owner under separate contract.

### 1.2 DEFINITIONS

A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.

B. Remove and Salvage: Detach items from existing construction and deliver them to Owner ready for reuse.

C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.

D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

### 1.3 SUBMITTALS

A. Schedule of Selective Demolition Activities: Indicate detailed sequence of selective demolition and removal work, with starting and ending dates for each activity, interruption of utility services, and locations of temporary partitions and means of egress.

### 1.4 QUALITY ASSURANCE

A. Demolition Firm Qualifications: A firm that is experienced in commercial demolition work similar in material and extent to that indicated for this Project.

B. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.

C. Standards: Comply with ANSI A10.6 and NFPA 241.

D. Predemolition Conference: Conduct conference at Project site.

1.5 PROJECT CONDITIONS

A. Owner may occupy portions of building immediately adjacent to selective demolition area. The building will remain functional during all hours of the day during the course of this Work. Conduct selective demolition so Owner's operations will not be disrupted.

B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.

C. Notify Architect and Owner’s Authorized Representative of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

D. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

1. Maintain fire-protection facilities in service during selective demolition operations.
2. Schedule any and all service interruptions with Owner, providing a minimum of 96 hours advance notice.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.

B. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.

C. When unanticipated mechanical, electrical, or structural elements that conflict with intended function or design are encountered, investigate and measure the nature and extent of conflict. Promptly submit a written report to Architect and Owner’s Authorized Representative.

## 3.2 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

A. Existing Services/Systems: Maintain services/systems indicated to remain and protect them against damage during selective demolition operations.

B. Service/System Requirements: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.

1. If services/systems are required to be removed, relocated, or abandoned, before proceeding with selective demolition provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.

## 3.3 PREPARATION

A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.

1. Comply with requirements for access and protection specified in Division 01 Section 015100 "Construction Facilities and Temporary Controls."

B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent facilities to remain.

## 3.4 SELECTIVE DEMOLITION

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, to minimize disturbance of adjacent surfaces. 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. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
4. Dispose of demolished items and materials promptly.

B. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse.
2. Protect items from damage during transport and storage.
3. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

## 3.5 DISPOSAL OF DEMOLISHED MATERIALS

A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.

B. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

## 3.6 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 024119

## PART 1 - GENERAL

### 1.1 SUMMARY

A. This Section includes the following:

1. Framing with dimension lumber.
2. Wood blocking, cants, and nailers.
3. Wood furring and grounds.

### 1.2 SUBMITTALS

A. Product Data: For each type of process and factory-fabricated product.

1. Include data for wood-preservative treatment from chemical treatment manufacturer and certification by treating plant that treated materials comply with requirements.

B. Material Certificates: For dimension lumber specified to comply with minimum allowable unit stresses. Indicate species and grade selected for each use and design values approved by the American Lumber Standards Committee Board of Review.

C. Research/Evaluation Reports: For the following, showing compliance with building code in effect for Project:

1. Wood-preservative-treated wood.
2. Power-driven fasteners.
3. Powder-actuated fasteners.
4. Expansion anchors.
5. Metal framing anchors.

## PART 2 - PRODUCTS

### 2.1 WOOD PRODUCTS, GENERAL

A. Lumber: DOC PS 20 and applicable rules of grading agencies indicated. If no grading agency is indicated, provide lumber that complies with the applicable rules of any rules-writing agency certified by the ALSC Board of Review. Provide lumber graded by an agency certified by the ALSC Board of Review to inspect and grade lumber under the rules indicated.

1. Factory mark each piece of lumber with grade stamp of grading agency.

2. For exposed lumber indicated to receive a stained or natural finish, omit grade stamp and provide certificates of grade compliance issued by grading agency.
3. Provide dressed lumber, S4S, unless otherwise indicated.

## 2.2 WOOD-PRESERVATIVE-TREATED LUMBER

A. Preservative Treatment by Pressure Process: AWPA C, except that lumber that is not in contact with the ground and is continuously protected from liquid water may be treated according to AWPA C31 with inorganic boron (SBX).

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

B. Kiln-dry lumber after treatment to a maximum moisture content of 19 percent.

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

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

1. Wood cants, nailers, curbs, equipment support bases, blocking, stripping, and similar members in connection with roofing, flashing, vapor barriers, and waterproofing.
2. Wood sills, sleepers, blocking, furring, stripping, and similar concealed members in contact with masonry or concrete.
3. Wood framing and furring attached directly to the interior of below-grade exterior masonry or concrete walls.
4. Wood floor plates that are installed over concrete slabs-on-grade.

## 2.3 DIMENSION LUMBER FRAMING

A. Maximum Moisture Content: 19 percent.

B. Non-Load-Bearing Interior Partitions: As shown on Structural Drawings.

C. Framing Other Than Non-Load-Bearing Interior Partitions: As shown on Structural Drawings.

1. Douglas fir-larch; WCLIB or WWPA.

## 2.4 MISCELLANEOUS LUMBER

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

1. Blocking.
2. Nailers.
3. Cants.
4. Furring.
5. Grounds.

B. For items of dimension lumber size, provide with 19 percent maximum moisture content of any species.

C. For concealed boards, provide lumber with 19 percent maximum moisture content.

## 2.5 FASTENERS

A. General: Provide fasteners of size and type indicated that comply with requirements specified.

1. Where rough carpentry is exposed to weather, in ground contact, pressure-preservative treated, or in area of high relative humidity, provide fasteners with hot-dip zinc coating complying with ASTM A 153.

B. Power-Driven Fasteners: NES NER-272.

C. Bolts: Steel bolts complying with ASTM A 307, Grade A; with ASTM A 563 hex nuts and, where indicated, flat washers.

## 2.6 METAL FRAMING ANCHORS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

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

1. Alpine Engineered Products, Inc.
2. Cleveland Steel Specialty Co.
3. Harlen Metal Products, Inc.
4. KC Metals Products, Inc.
5. Simpson Strong-Tie Co., Inc.
6. Southeastern Metals Manufacturing Co., Inc.
7. USP Structural Connectors.

C. Allowable Design Loads: Provide products with allowable design loads, as published by manufacturer, that meet or exceed those indicated of products of manufacturers listed.

Manufacturer's published values shall be determined from empirical data or by rational engineering analysis and demonstrated by comprehensive testing performed by a qualified independent testing agency.

D. Galvanized Steel Sheet: Hot-dip, zinc-coated steel sheet complying with ASTM A 653, G60 coating designation. Verify compatibility with pressure treatments where in contact and provide adjustment in galvanizing product where necessary.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

A. Set rough carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit rough carpentry to other construction; scribe and cope as needed for accurate fit. Locate furring, nailers, blocking, and similar supports to comply with requirements for attaching other construction.

B. Metal Framing Anchors: Install metal framing to comply with manufacturer's written instructions.

C. Do not splice structural members between supports, unless otherwise indicated.

D. Comply with AWPA M4 for applying field treatment to cut surfaces of preservative-treated lumber.

E. Securely attach rough carpentry work to substrate by anchoring and fastening as indicated, complying with the following:

1. NES NER-272 for power-driven fasteners.
2. Table 2304.9.1, "Fastening Schedule," in ICC's International Building Code.

### 3.2 PROTECTION

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

END OF SECTION 061000

## PART 1 - GENERAL

### 1.1 SUMMARY

A. Section includes framing using structural glued-laminated timber.

### 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Certificates of Conformance: Issued by a qualified testing and inspecting agency indicating that structural glued-laminated timber complies with requirements in AITC A190.1.

### 1.3 QUALITY ASSURANCE

A. Manufacturer Qualifications: Provide factory-glued structural units produced by an AITC- or APA-licensed firm.

1. Factory mark each piece of structural glued-laminated timber with AITC Quality Mark or APA-EWS trademark. Place mark on surfaces that will not be exposed in the completed Work.

B. Quality Standard: Comply with AITC A190.1.

### 1.4 DELIVERY, STORAGE, AND HANDLING

A. General: Comply with provisions in AITC 111.

B. Individually wrap members using plastic-coated paper covering with water-resistant seams.

## PART 2 - PRODUCTS

### 2.1 STRUCTURAL GLUED-LAMINATED TIMBER

A. General: Provide structural glued-laminated timber that complies with AITC 117 or research/evaluation reports acceptable to authorities having jurisdiction.

1. Provide structural glued-laminated timber made from solid lumber laminations; do not use laminated veneer lumber.

2. Provide structural glued-laminated timber made with wet-use adhesive complying with ASTM D 2559.

a. Use adhesive that contains no urea-formaldehyde resins.

B. Species and Grades for Structural Glued-Laminated Timber: Douglas fir-larch that complies with combination symbols indicated.

C. Species and Grades for Beams and Purlins:

1. Species and Beam Stress Classification: Douglas fir-larch, 24FV4-1.8E.
2. Lay-up: Balanced.

D. Appearance Grade: Architectural where exposed to view, complying with AITC 110.

E. End Sealer: Manufacturer's standard, transparent, colorless wood sealer that is effective in retarding the transmission of moisture at cross-grain cuts and is compatible with indicated finish.

F. Penetrating Sealer: Manufacturer's standard, transparent, penetrating wood sealer that is compatible with indicated finish.

## 2.2 FABRICATION

A. Shop fabricate for connections to greatest extent possible, including cutting to length and drilling bolt holes.

B. Camber: Fabricate horizontal and inclined members of less than 1:1 slope with either circular or parabolic camber equal to 1/500 of span.

C. End-Cut Sealing: Immediately after end cutting each member to final length, apply a saturation coat of end sealer to ends and other cross-cut surfaces, keeping surfaces flood coated for not less than 10 minutes.

D. Seal Coat: After fabricating, sanding, and end-coat sealing, apply a heavy saturation coat of penetrating sealer on surfaces of each unit.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

A. General: Erect structural glued-laminated timber true and plumb, and with uniform, close-fitting joints. Provide temporary bracing to maintain lines and levels until permanent supporting members are in place.

B. Fit structural glued-laminated timber by cutting and restoring exposed surfaces to match specified surfacing.

1. Predrill for fasteners using timber connectors as templates.
2. Coat cross cuts with end sealer.

C. Cutting: Avoid cutting after fabrication. Where field fitting is unavoidable, comply with requirements for shop fabrication.

D. Repair damaged surfaces after completing erection. Replace damaged structural glued-laminated timber if repairs are not approved by Architect.

E. Do not remove wrappings on individually wrapped members until they no longer serve a useful purpose including protection from weather, sunlight, soiling, and damage from work of other trades.

END OF SECTION 061800

# PART 1 - GENERAL

## 1.1 SUMMARY

A. This Section includes the following:

1. Interior standing and running trim.
2. Shop finishing of woodwork.

B. Interior architectural woodwork includes wood furring, blocking, shims, and hanging strips unless concealed within other construction before woodwork installation.

## 1.2 SUBMITTALS

A. Product Data: For solid-surfacing material, cabinet hardware and accessories, handrail brackets, and finishing materials and processes.

B. Shop Drawings: Show location of each item, dimensioned plans and elevations, large-scale details, attachment devices, and other components.

C. Samples:

1. Lumber and panel products with shop-applied opaque finish, for each finish system and color, with exposed surface finished.

## 1.3 QUALITY ASSURANCE

A. Installer Qualifications: Fabricator of woodwork.

B. Quality Standard: Unless otherwise indicated, comply with AWI's "Architectural Woodwork Quality Standards."

## 1.4 PROJECT CONDITIONS

A. Environmental Limitations: Do not deliver or install woodwork until building is enclosed, wet work is complete, and HVAC system is operating and maintaining temperature and relative humidity at occupancy levels during the remainder of the construction period.

## PART 2 - PRODUCTS

### 2.1 WOODWORK FABRICATORS

A. Fabricators: Subject to compliance with requirements, provide interior architectural woodwork.

### 2.2 MATERIALS

A. Wood Products:

1. Hardboard: AHA A135.4.
2. Softwood Plywood: DOC PS 1, Medium Density Overlay.

B. Wood Species for Opaque Finish: Hemlock.

### 2.3 MISCELLANEOUS MATERIALS

A. Furring, Blocking, Shims, and Hanging Strips: Softwood or hardwood lumber, fire-retardant-treated, kiln-dried to less than 15 percent moisture content.

B. Adhesives, General: Do not use adhesives that contain urea formaldehyde.

### 2.4 FABRICATION

A. General: Complete fabrication to maximum extent possible before shipment to Project site. Where necessary for fitting at site, provide allowance for scribing, trimming, and fitting.

1. Interior Woodwork Grade: Custom.
2. Shop cut openings to maximum extent possible. Sand edges of cutouts to remove splinters and burrs. Seal edges of openings in countertops with a coat of varnish.

### 2.5 SHOP FINISHING

A. Finish architectural woodwork at fabrication shop. Defer only final touchup, cleaning, and polishing until after installation.

B. Backpriming: Apply one coat of sealer or primer, compatible with finish coats, to concealed surfaces of woodwork. Apply two coats to back of paneling.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

A. Before installation, condition woodwork to average prevailing humidity conditions in installation areas. Examine shop-fabricated work for completion and complete work as required, including removal of packing and backpriming.

B. Grade: Install woodwork to comply with requirements for the same grade specified in Part 2 for fabrication of type of woodwork involved.

C. Install woodwork level, plumb, true, and straight to a tolerance of 1/8 inch in 96 inches. Shim as required with concealed shims.

D. Scribe and cut woodwork to fit adjoining work, refinish cut surfaces, and repair damaged finish at cuts.

E. Anchor woodwork to anchors or blocking built in or directly attached to substrates. Secure with countersunk, concealed fasteners and blind nailing as required for complete installation. Use fine finishing nails or finishing screws for exposed fastening, countersunk and filled flush with woodwork and matching final finish if transparent finish is indicated.

F. Standing and Running Trim: Install with minimum number of joints possible, using full-length pieces (from maximum length of lumber available) to greatest extent possible. Scarf running joints and stagger in adjacent and related members. Fill gaps, if any, between top of base and wall with plastic wood filler, sand smooth, and finish same as wood base if finished.

END OF SECTION 064023

## PART 1 - GENERAL

### 1.1 SUMMARY

A. Section includes styrene-butadiene-styrene (SBS) modified bituminous membrane roofing.

B. Roofing Scope: Patching of existing roof at new mechanical roof penetrations.

### 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.

C. Samples for Verification: For membrane cap sheet and flashing sheet, of color specified.

### 1.3 QUALITY ASSURANCE

A. Installer Qualifications: A qualified firm that is approved, authorized, or licensed by membrane roofing system manufacturer to install manufacturer's product and that is eligible to receive manufacturer's special warranty.

B. Source Limitations: Obtain components for membrane roofing system from same manufacturer as membrane roofing.

C. Exterior Fire-Test Exposure: ASTM E 108, Class A; for application and roof slopes indicated, as determined by testing identical membrane roofing materials by a qualified testing agency.

D. Preinstallation Roofing Conference: Conduct conference at Project site.

## PART 2 - PRODUCTS

### 2.1 SBS-MODIFIED ASPHALT-SHEET MATERIALS

A. SBS-Modified Bituminous Membrane Roofing:

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

    a. CertainTeed Corp.
    b. Consolidated Fiber Glass Products Co.

c. Firestone Building Products.
d. GAF Materials Corporation.
e. IKO.
f. Johns Manville.
g. Malarkey Roofing Company.
h. MBTechnology.
i. Siplast, Inc.
j. TAMKO Building Products, Inc.
k. Tremco Incorporated.
l. U.S. Intec; a division of BMCA.
m. Or Approved.

B. Roofing Membrane Sheet: ASTM D 6163, Grade S, Type I or II, SBS-modified asphalt sheet (reinforced with glass fibers); smooth surfaced; suitable for application method specified.

C. Granule-Surface Roofing Membrane Cap Sheet: ASTM D 6163, Grade G, Type I or II, SBS-modified asphalt sheet (reinforced with glass fibers); granular surfaced; suitable for application method specified, and as follows:

1. Granule Color: White.

## 2.2 BASE FLASHING SHEET MATERIALS

A. Backer Sheet: ASTM D 6163, Grade S, Type I or II, SBS-modified asphalt sheet (reinforced with glass fibers); smooth surfaced; suitable for application method specified.

B. Granule-Surfaced Flashing Sheet: ASTM D 6163, Grade G, Type I or II, SBS-modified asphalt sheet (reinforced with glass fibers); granular surfaced; suitable for application method specified, and as follows:

1. Granule Color: White.

## 2.3 AUXILIARY ROOFING MEMBRANE MATERIALS

A. General: Auxiliary materials recommended by roofing system manufacturer for intended use and compatible with roofing membrane.

B. Cold-Applied Adhesive: Roofing system manufacturer's standard asphalt-based, one- or two-part, asbestos-free, cold-applied adhesive specially formulated for compatibility and use with roofing membrane and base flashings.

C. Asphalt Roofing Cement: ASTM D 4586, asbestos free, of consistency required by roofing system manufacturer for application.

D. Fasteners: Factory-coated steel fasteners and metal or plastic plates complying with corrosion-resistance provisions in FM Approvals 4470, designed for fastening roofing membrane components to substrate; tested by manufacturer for required pullout strength, and acceptable to roofing system manufacturer.

E. Aggregate Surfacing: Reuse existing.

## 2.4 ROOF INSULATION

A. Insulation: Match existing.

## 2.5 INSULATION ACCESSORIES

A. Fasteners: Factory-coated steel fasteners and metal or plastic plates meeting corrosion-resistance provisions in FM Approvals 4470, designed for fastening roof insulation to substrate, and acceptable to roofing system manufacturer.

B. Cold-Applied Adhesive: Insulation manufacturer's recommended cold-applied adhesive formulated to attach roof insulation to substrate or to another insulation layer.

C. Insulation Cant Strips: ASTM C 728, perlite insulation board.

D. Tapered Edge Strips: ASTM C 728, perlite insulation board.

# PART 3 - EXECUTION

## 3.1 INSULATION INSTALLATION

A. Comply with roofing system manufacturer's written instructions for installing roof insulation.

B. Insulation Cant Strips: Install and secure preformed 45-degree insulation cant strips at junctures of roofing membrane system with vertical surfaces or angle changes more than 45 degrees.

C. Install tapered insulation under area of roofing to conform to slopes indicated.

D. Install insulation under area of roofing to achieve required thickness. Where overall insulation thickness is 2.7 inches or more, install two or more layers with joints of each succeeding layer staggered from joints of previous layer a minimum of 6 inches in each direction.

E. Install tapered edge strips at locations shown.

F. Adhered Insulation: Install each layer of insulation and adhere to substrate as follows:

1. Prime surface of concrete deck with asphalt primer at rate of 3/4 gal./100 sq. ft. and allow primer to dry.
2. Set each layer of insulation in a solid mopping of hot roofing asphalt.
3. Set each layer of insulation in cold-applied insulation adhesive.

## 3.2 ROOFING MEMBRANE INSTALLATION, GENERAL

A. Install roofing membrane system according to roofing system manufacturer's written instructions and applicable recommendations in ARMA/NRCA's "Quality Control Guidelines for the Application of Polymer Modified Bitumen Roofing" and as follows:

1. Deck Type: I (insulated).
2. Adhering Method: L (cold-applied adhesive).
3. Base Sheet: One.
4. Number of Glass-Fiber Base-Ply Sheets: One.
5. Number of SBS-Modified Asphalt Sheets: One.
6. Surfacing Type: M (mineral-granule-surfaced cap sheet) with F (foil-surfaced cap sheet).

B. Coordinate installation of roofing system so insulation and other components of the roofing membrane system not permanently exposed are not subjected to precipitation or left uncovered at the end of the workday or when rain is forecast.

C. Substrate-Joint Penetrations: Prevent roofing asphalt and adhesives from penetrating substrate joints, entering building, or damaging roofing system components or adjacent building construction.

## 3.3 BASE-SHEET INSTALLATION

A. Install lapped base-sheet course, extending sheet over and terminating beyond cants. Attach base sheet as follows:

1. Adhere to substrate in a uniform coating of cold-applied adhesive.

## 3.4 BASE-PLY SHEET INSTALLATION

A. Install glass-fiber base-ply sheets according to roofing system manufacturer's written instructions starting at low point of roofing system. Align glass-fiber base-ply sheets without stretching. Extend sheets over and terminate beyond cants.

## 3.5 SBS-MODIFIED BITUMINOUS MEMBRANE INSTALLATION

A. Install modified bituminous roofing membrane sheet and cap sheet according to roofing manufacturer's written instructions, starting at low point of roofing system. Extend roofing membrane sheets over and terminate beyond cants.

B. Laps: Accurately align roofing membrane sheets, without stretching, and maintain uniform side and end laps. Stagger end laps. Completely bond and seal laps, leaving no voids.

1. Repair tears and voids in laps and lapped seams not completely sealed.

C. Install roofing membrane sheets so side and end laps shed water.

D. Aggregate Surfacing: Promptly after installing and testing roofing membrane, base flashing, and stripping, reinstall pea gravel protection course at new roofing areas.

## 3.6 FLASHING AND STRIPPING INSTALLATION

A. Install base flashing over cant strips and other sloped and vertical surfaces, at roof edges, and at penetrations through roof; secure to substrates according to roofing system manufacturer's written instructions.

B. Extend base flashing up walls or parapets a minimum of 8 inches above roofing membrane and 4 inches onto field of roofing membrane.

C. Mechanically fasten top of base flashing securely at terminations and perimeter of roofing.

D. Install roofing membrane cap-sheet stripping where metal flanges and edgings are set on membrane roofing according to roofing system manufacturer's written instructions.

END OF SECTION 075216

## PART 1 - GENERAL

### 1.1 SUMMARY

A. This Section includes joint sealants for the following applications:

1. Interior joints in vertical surfaces and horizontal nontraffic surfaces.

### 1.2 PERFORMANCE REQUIREMENTS

A. Provide elastomeric joint sealants that establish and maintain watertight and airtight continuous joint seals without staining or deteriorating joint substrates.

B. Provide joint sealants for interior applications that establish and maintain airtight and water-resistant continuous joint seals without staining or deteriorating joint substrates.

### 1.3 SUBMITTALS

A. Product Data: For each joint-sealant product indicated.

B. Samples: For each type and color of joint sealant required, provide Samples with joint sealants in 1/2-inch- wide joints formed between two 6-inch- long strips of material matching the appearance of exposed surfaces adjacent to joint sealants.

C. Preconstruction field test reports.

D. Compatibility and adhesion test reports.

E. Product test reports.

### 1.4 QUALITY ASSURANCE

A. Preconstruction Compatibility and Adhesion Testing: Submit samples of materials that will contact or affect joint sealants to joint-sealant manufacturers for testing according to ASTM C 1087 to determine whether priming and other specific joint preparation techniques are required to obtain rapid, optimum adhesion of joint sealants to joint substrates.

B. Preconstruction Field-Adhesion Testing: Before installing elastomeric sealants, field test their adhesion to Project joint substrates according to the method in ASTM C 1193 that is appropriate for the types of Project joints.

1.5 WARRANTY

A. Special Installer's Warranty: Installer's standard form in which Installer agrees to repair or replace elastomeric joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.

1. Warranty Period: Two years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Available Products: Subject to compliance with requirements, products that may be incorporated into the Work include, but are not limited to, products listed in other Part 2 articles.

2.2 MATERIALS, 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 sealant manufacturer, based on testing and field experience.

B. VOC Content of Interior Sealants: Provide interior sealants and sealant primers that comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):

1. Sealants: 250 g/L.
2. Sealant Primers for Nonporous Substrates: 250 g/L.
3. Sealant Primers for Porous Substrates: 775 g/L.

C. Colors of Exposed Joint Sealants: As selected by Architect from manufacturer's full range.

2.3 ELASTOMERIC JOINT SEALANTS

A. Elastomeric Sealants: Comply with ASTM C 920 and other requirements indicated for each liquid-applied chemically curing sealant specified, including those referencing ASTM C 920 classifications for type, grade, class, and uses related to exposure and joint substrates.

B. Stain-Test-Response Characteristics: Where elastomeric sealants are specified to be nonstaining to porous substrates, provide products that have undergone testing according to ASTM C 1248 and have not stained porous joint substrates indicated for Project.

C. Suitability for Immersion in Liquids. Where elastomeric sealants are indicated for Use I for joints that will be continuously immersed in liquids, provide products that have undergone testing according to ASTM C 1247 and qualify for the length of exposure indicated by reference to ASTM C 920 for Class 1 or 2. Liquid used for testing sealants is deionized water, unless otherwise indicated.

D. Interior Joint Caulking; Single-Component Neutral- and Basic-Curing Silicone Sealant (Clear Caulk):

1. Products:

a. Dow Corning Corporation; 799.
b. Sonneborn, Division of ChemRex Inc.; Omniseal.
c. Tremco; Spectrem 2.
d. Pecora Corporation; 895.

2. Type and Grade: S (single component) and NS (nonsag).
3. Class: 50.
4. Use Related to Exposure: NT (nontraffic).
5. Uses Related to Joint Substrates: M, G, A, and, as applicable to joint substrates indicated, O.
6. Stain-Test-Response Characteristics: Nonstaining to porous substrates per ASTM C 1248.
7. Color: Clear.

## 2.4 LATEX JOINT SEALANTS

A. Latex Sealant (Caulk): Comply with ASTM C 834, Type O P, Grade NF.

B. Products:

1. Pecora Corporation; AC-20+.
2. Sonneborn, Division of ChemRex Inc.; Sonolac.
3. Tremco; Tremflex 834.

C. Color: White.

## 2.5 JOINT-SEALANT BACKING

A. General: Provide sealant backings of material and type that are nonstaining; are compatible with joint substrates, sealants, primers, and other joint fillers; and are approved for applications indicated by sealant manufacturer based on field experience and laboratory testing.

B. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) 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. Elastomeric Tubing Sealant Backings: Neoprene, butyl, EPDM, or silicone tubing complying with ASTM D 1056, nonabsorbent to water and gas, and capable of remaining resilient at temperatures down to minus 26 deg F. Provide products with low compression set and of size and shape to provide a secondary seal, to control sealant depth, and to otherwise contribute to optimum sealant performance.

D. 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 where such adhesion would result in sealant failure. 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 PREPARATION

A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants.

1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant.

a. Clean porous joint substrate surfaces by brushing, grinding, blast cleaning, 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.

B. Joint Priming: Prime joint substrates, where recommended in writing by joint-sealant manufacturer, based on 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 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.

## 3.2 INSTALLATION

A. Sealant Installation Standard: Comply with recommendations in ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

B. Install sealant backings of type indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.

1. Do not leave gaps between ends of sealant backings.
2. Do not stretch, twist, puncture, or tear sealant backings.
3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.

C. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.

D. 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.

E. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified 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 configuration per Figure 5A in ASTM C 1193, unless otherwise indicated.

F. 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.

END OF SECTION 079200

# PART 1 - GENERAL

## 1.1 SUMMARY

A. Section Includes:

1. Standard hollow metal doors and frames.

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: Include elevations, door edge details, frame profiles, metal thicknesses, preparations for hardware, and other details.

C. Schedule: Prepared by or under the supervision of supplier, using same reference numbers for details and openings as those on Drawings.

# PART 2 - PRODUCTS

## 2.1 MANUFACTURERS

A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include the following:

1. Ceco Door Products; an Assa Abloy Group company.
2. Curries Company; an Assa Abloy Group company.
3. Steelcraft; an Ingersoll-Rand company.
4. No substitutions.

## 2.2 MATERIALS

A. Cold-Rolled Steel Sheet: ASTM A 1008, CS, Type B; suitable for exposed applications.

B. Hot-Rolled Steel Sheet: ASTM A 1011, CS, Type B.

C. Metallic-Coated Steel Sheet: ASTM A 653, Commercial Steel (CS), Type B; with minimum G60 metallic coating.

D. Frame Anchors: ASTM A 591, Commercial Steel (CS), 40Z coating designation; mill phosphatized.

E. Inserts, Bolts, and Fasteners: Hot-dip galvanized according to ASTM A 153.

F. Grout: ASTM C 476, except with a maximum slump of 4 inches, as measured according to ASTM C 143.

G. Bituminous Coating: Cold-applied asphalt mastic, SSPC-Paint 12, compounded for 15-mil dry film thickness per coat.

## 2.3 STANDARD HOLLOW METAL FRAMES

A. General: Comply with ANSI/SDI A250.8.

B. Interior Frames: Fabricated from cold-rolled steel sheet unless metallic-coated sheet is indicated.

1. Fabricate frames with mitered or coped corners.
2. Fabricate frames as full face welded unless otherwise indicated.
3. Frames for Level 2 Steel Doors: 0.0598-inch- (16 ga.) thick steel sheet.
4. Frames for Level 3 Steel Doors: 0.0747-inch- (14 ga.) thick steel sheet.
5. Frames for Wood Doors: 0.0598-inch- (16 ga.) thick steel sheet.

C. Hardware Reinforcement: ANSI/SDI A250.6.

## 2.4 FRAME ANCHORS

A. Jamb Anchors:

1. Stud-Wall Type: Designed to engage stud, welded to back of frames; not less than 0.042 inch thick.

## 2.5 STOPS AND MOLDINGS

A. Fixed Frame Moldings: Formed integral with hollow metal frames, a minimum of 5/8 inch high unless otherwise indicated.

## 2.6 ACCESSORIES

A. Grout Guards: Formed from same material as frames, not less than 0.016 inch thick.

## 2.7 FABRICATION

A. Tolerances: Fabricate hollow metal work to tolerances indicated in SDI 117.

B. Hollow Metal Frames: Where frames are fabricated in sections, provide alignment plates or angles at each joint, fabricated of same thickness metal as frames.

1. Welded Frames: Weld flush face joints continuously; grind, fill, dress, and make smooth, flush, and invisible.
2. Provide countersunk, flat- or oval-head exposed screws and bolts for exposed fasteners unless otherwise indicated.
3. Grout Guards: Weld guards to frame at back of hardware mortises in frames to be grouted.
4. Jamb Anchors: Provide number and spacing of anchors as follows:

    a. Stud-Wall Type: Locate anchors not more than 18 inches from top and bottom of frame, welded to back of frame. Space anchors not more than 32 inches o.c. and as follows:

        1) Four anchors per jamb from 60 to 90 inches high.
        2) Five anchors per jamb from 90 to 96 inches high.
        3) Two anchors per head for frames more than 42 inches wide and mounted in metal-stud partitions.

5. Door Silencers: Except on weather-stripped doors, drill stops to receive door silencers.

    a. Single-Door Frames: Three door silencers.
    b. Double-Door Frames: Two door silencers.

C. Hardware Preparation: Factory prepare hollow metal work to receive templated mortised hardware according to the Door Hardware Schedule and templates furnished as specified in Division 08 Section 087100 "Door Hardware."

1. Locate hardware as indicated, or if not indicated, according to ANSI/SDI A250.8.
2. Reinforce doors and frames to receive nontemplated, mortised and surface-mounted door hardware.
3. Comply with applicable requirements in ANSI/SDI A250.6 and ANSI/DHI A115 Series specifications for preparation of hollow metal work for hardware.
4. Coordinate locations of conduit and wiring boxes for electrical connections with Division 26 Electrical Sections.

D. Stops and Moldings: Provide stops and moldings around glazed lites where indicated. Form corners of stops and moldings with butted or mitered hairline joints.

1. Provide fixed frame moldings on outside of exterior and on secure side of interior doors and frames.
2. Provide loose stops and moldings on inside of hollow metal work.
3. Coordinate rabbet width between fixed and removable stops with type of glazing and type of installation indicated.
4. Any lite opening over 30% of door area shall be internally reinforced with welded U channel around perimeter.

2.8 STEEL FINISHES

A. Prime Finish: Factory primed only after welding.

1. Shop Primer: ANSI/SDI A250.10.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Hollow Metal Frames: Comply with ANSI/SDI A250.11.

1. Set frames accurately in position, plumbed, aligned, and braced securely until permanent anchors are set. After wall construction is complete, remove temporary braces, leaving surfaces smooth and undamaged.

a. At fire-protection-rated openings, install frames according to NFPA 80.
b. Where frames are fabricated in sections because of shipping or handling limitations, field splice at approved locations by welding face joint continuously; grind, fill, dress, and make splice smooth, flush, and invisible on exposed faces.
c. Install frames with removable glazing stops located on secure side of opening.
d. Install door silencers in frames before grouting.
e. Remove temporary braces necessary for installation only after frames have been properly set and secured.
f. Check plumbness, squareness, and twist of frames as walls are constructed. Shim as necessary to comply with installation tolerances.
g. Field apply bituminous coating to backs of frames that are filled with grout containing antifreezing agents.

2. Installation Tolerances: Adjust hollow metal door frames for squareness, alignment, twist, and plumb 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.

## 3.2 ADJUSTING AND CLEANING

A. Final Adjustments: Check and readjust operating hardware items immediately before final inspection. Leave work in complete and proper operating condition. Remove and replace defective work, including hollow metal work that is warped, bowed, or otherwise unacceptable.

B. 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.

C. Metallic-Coated Surfaces: Clean abraded areas and repair with galvanizing repair paint according to manufacturer's written instructions.

END OF SECTION 081113

# PART 1 - GENERAL

## 1.1 SUMMARY

A. Section Includes:

1. Solid-core doors with plastic laminate faces.
2. Factory fitting flush wood doors to frames and factory machining for hardware.

B. Related Sections:

1. Division 08 Section 088000 "Glazing" for glass view panels in flush wood doors.

## 1.2 SUBMITTALS

A. Product Data: For each type of door indicated.

B. Shop Drawings: Indicate location, size, and hand of each door; elevation of each kind of door; construction details not covered in Product Data; location and extent of hardware blocking; and other pertinent data.

1. Indicate dimensions and locations of mortises and holes for hardware.
2. Indicate dimensions and locations of cutouts.
3. Indicate doors to be factory finished and finish requirements.
4. Indicate fire-protection ratings for fire-rated doors.

C. Samples: For factory-finished doors.

## 1.3 QUALITY ASSURANCE

A. Quality Standard: In addition to requirements specified, comply with AWI's "Architectural Woodwork Quality Standards Illustrated".

## 1.4 WARRANTY

A. Special Warranty: Manufacturer’s standard form in which 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. Warping (bow, cup, or twist) more than 1/4 inch in a 42-by-84-inch section.

b. 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 Interior Doors: Life of installation.

## PART 2 - PRODUCTS

### 2.1 MANUFACTURERS

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

1. Algoma Hardwoods, Inc.
2. Eggers Industries.
3. Marshfield Door Systems, Inc.
4. VT Industries Inc.

### 2.2 DOOR CONSTRUCTION, GENERAL

A. Low-Emitting Materials: Provide doors made with adhesives and composite wood products that do not contain urea formaldehyde.

B. Structural-Composite-Lumber-Core Doors:

1. Structural Composite Lumber: WDMA I.S.10.
2. Provide doors with structural-composite-lumber cores instead of particleboard cores for doors indicated to receive exit devices.

### 2.3 VENEER FACED DOORS FOR TRANSPARENT FINISH

A. Interior Solid-Core Doors:

1. Grade: Custom, with Grade A faces.
2. Veneer Faces: Birch, plain sliced, pre-finished.
3. Core: Structural Composite Lumber.
4. Construction: Five or seven plies. Stiles and rails are bonded to core, then entire unit abrasive planed before faces and crossbands are applied.
5. WDMA I.S.1-A Performance Grade: Heavy Duty.

## 2.4 LOUVERS AND LIGHT FRAMES

A. Metal Louvers:

1. Metal and Finish: Hot-dip galvanized steel, 0.040 inch thick, with baked-enamel- or powder-coated finish.

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

## 2.5 FABRICATION

A. Factory fit doors to suit frame-opening sizes indicated. Comply with clearance requirements of referenced quality standard for fitting unless otherwise indicated.

1. Comply with requirements in NFPA 80 for fire-rated doors.

B. Factory machine doors for hardware that is not surface applied.

C. Openings: Cut and trim openings through doors in factory.

1. Light Openings: Trim openings with moldings of material and profile indicated.
2. Glazing: Install glazing in doors indicated to be factory finished. Comply with applicable requirements in Division 08 Section 088000 "Glazing."
3. Louvers: Factory install louvers in prepared openings.

## 2.6 FACTORY FINISHING

A. General: Comply with referenced quality standard for factory finishing. Complete fabrication, including fitting doors for openings and machining for hardware that is not surface applied, before finishing.

1. Finish faces, all four edges, edges of cutouts, and mortises. Stains and fillers may be omitted on top and bottom edges, edges of cutouts, and mortises.

## PART 3 - EXECUTION

### 3.1 INSTALLATION

A. Hardware: For installation, see Division 08 Section 087100 "Door Hardware."

B. Installation Instructions: Install doors to comply with manufacturer's written instructions and the referenced quality standard, and as indicated.

C. Job-Fitted Doors: Align and fit doors in frames with uniform clearances and bevels; do not trim stiles and rails in excess of limits set by manufacturer or permitted for fire-rated doors. Machine doors for hardware. Seal edges of doors, edges of cutouts, and mortises after fitting and machining.

1. Clearances: Provide 1/8 inch at heads, jambs, and between pairs of doors. Provide 1/8 inch from bottom of door to top of decorative floor finish or covering unless otherwise indicated. Where threshold is shown or scheduled, provide 1/4 inch from bottom of door to top of threshold unless otherwise indicated.

D. Putty all fastener holes at door relite frames.

END OF SECTION 081416

# PART 1 - GENERAL

## 1.1 SUMMARY

A. This Section includes the following:

1. Commercial door hardware.

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: Details of electrified door hardware, including wiring diagrams.

C. Samples: For each exposed finish.

D. Product certificates.

E. Other Action Submittals:

1. Door Hardware Sets: Prepared by or under the supervision of Hardware Supplier's Representative, detailing fabrication and assembly of door hardware, as well as procedures and diagrams.

a. Format: Use same scheduling sequence and format and use same door numbers as in the Contract Documents.
b. Content: Include the following information:

1) Identification number, location, hand, fire rating, and material of each door and frame.
2) Type, style, function, size, quantity, and finish of each door hardware item.
3) Complete designations of every item required for each door or opening including name and manufacturer.
4) Description of each electrified door hardware function, including location, sequence of operation, and interface with other building control systems.

2. Keying Schedule: Prepared by or under the supervision of Hardware Supplier's Representative, detailing Owner's final keying instructions for locks.

## 1.3 QUALITY ASSURANCE

A. Installer Qualifications: An employer of workers trained and approved by lock manufacturer.

1. Installer's responsibilities include supplying and installing door hardware and providing a qualified Architectural Hardware Consultant available during the course of the Work to consult with Contractor, Architect, and Owner about door hardware and keying.

B. Architectural Hardware Consultant Qualifications: A person who is currently certified by DHI as an Architectural Hardware Consultant and 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.

C. Source Limitations: Provide electrified door hardware from same manufacturer as mechanical door hardware, unless otherwise indicated. Manufacturers that perform electrical modifications and that are listed by a testing and inspecting agency acceptable to authorities having jurisdiction are acceptable.

D. Keying Conference: Conduct conference at Project site to comply with requirements in Division 01 Section 013100 "Project Management and Coordination." Incorporate keying conference decisions into final keying schedule and lockset functions after reviewing door hardware keying system.

E. Preinstallation Conference: Conduct conference at Project site.

## 1.4 DELIVERY, STORAGE, AND HANDLING

A. Deliver keys to manufacturer of key control system for subsequent delivery to Owner.

## 1.5 COORDINATION

A. Templates: Distribute door hardware templates for doors, frames, and other work specified to be factory prepared for installing door hardware. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing door hardware to comply with indicated requirements.

## 1.6 WARRANTY

A. Special Warranty: Manufacturer's standard form in which manufacturer agrees to repair or replace components of door hardware that fail in materials or workmanship within specified warranty period.

1. Warranty Period: Three years from date of Substantial Completion, except as follows:
   a. Locksets: One year from date of Substantial Completion.

## PART 2 - PRODUCTS

### 2.1 SCHEDULED DOOR HARDWARE

A. General: Provide door hardware for each door to comply with requirements in this Section and door hardware sets indicated in door and frame schedule.

1. Door Hardware Sets: Provide quantity, item, size, finish or color indicated, and named manufacturers' products.
2. No substitutions beyond specified manufacturers.

B. Designations: Requirements for design, grade, function, finish, size, and other distinctive qualities of each type of door hardware are indicated in Part 3 "Door Hardware Sets" Article. Products are identified by using 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 Part 3 "Door Hardware Sets" Article.
2. References to BHMA Standards: Provide products complying with these standards and requirements for description, quality, and function.

### 2.2 HINGES, GENERAL

A. Template Requirements: Except for hinges and pivots to be installed entirely (both leaves) into wood doors and frames, provide only template-produced units.

B. Hinge Base Metal: Unless otherwise indicated, provide the following:

1. Interior Hinges: Steel, with steel pin.
2. Hinges for Fire-Rated Assemblies: Steel, with steel pin.

C. Nonremovable Pins: Provide set screw in hinge barrel that, when tightened into a groove in hinge pin, prevents removal of pin while door is closed; for all doors.

D. Fasteners: Comply with the following:

1. Machine Screws: For metal doors and frames. Install into drilled and tapped holes.
2. Wood Screws: For wood doors and frames.
3. Threaded-to-the-Head Wood Screws: For fire-rated wood doors.

4. Screws: Phillips flat-head; machine screws (drilled and tapped holes) for metal doors. Finish screw heads to match surface of hinges.

## 2.3 HINGES

A. Butts and Hinges: BHMA A156.1.

B. Template Hinge Dimensions: BHMA A156.7.

C. Available Manufacturers:

1. McKinney Products Company; an ASSA ABLOY Group company (MCK).
2. Ives: an Ingersoll-Rand Company (I).

## 2.4 LOCKS AND LATCHES, GENERAL

A. Accessibility Requirements: Provide operating devices that do not require tight grasping, pinching, or twisting of the wrist and that operate with a force of not more than 5 lbf.

B. Latches and Locks for Means of Egress Doors: Comply with NFPA 101. Latches shall not require more than 8 lbf to release the latch for exterior doors, or 5 lbf for interior doors. Locks shall not require use of a key, tool, or special knowledge for operation.

C. Electrified Locking Devices: BHMA A156.25.

D. Lock Throw: Comply with testing requirements for length of bolts required for labeled fire doors.

E. Backset: 2-3/4 inches, unless otherwise indicated.

F. Strikes: Manufacturer's standard strike with strike box for each latchbolt or lock bolt, with curved lip extended to protect frame, finished to match door hardware set.

## 2.5 LOCK CYLINDERS

A. Standard Lock Cylinders: BHMA A156.5, Grade 1.

B. Cylinders: Manufacturer's standard tumbler type, constructed from brass or bronze, stainless steel, or nickel silver, and complying with the following:

1. Number of Pins: Six.

C. Permanent Cores: Manufacturer's standard; finish face to match lockset; with interchangeable cores.

D. Construction Keying: Comply with the following:

1. Construction Master Keys: Provide cylinders with feature that permits voiding of construction keys without cylinder removal. Provide 10 construction master keys.
2. Construction Cores: Provide construction cores that are replaceable by permanent cores. Provide 10 construction master keys.

a. Furnish permanent cores to Owner for installation.

E. Manufacturer: Same manufacturer as for locks and latches.

F. Manufacturers:

1. SARGENT Manufacturing Company.
2. Schlage; an Ingersoll Rand Company.

## 2.6 KEYING

A. Keying System: Factory registered, complying with guidelines in BHMA A156.28, Appendix A. Incorporate decisions made in keying conference into grand master key system.

B. Keys: Nickel silver; permanently inscribed with a visual key control number and including the notation "DO NOT DUPLICATE."

1. Quantity: In addition to one extra key blank for each lock, provide three cylinder change keys, five master and five grand master keys.

## 2.7 OPERATING TRIM

A. Standard: BHMA A156.6.

B. Materials: Fabricate from stainless steel, unless otherwise indicated.

C. Manufacturers:

1. IVES Hardware; an Ingersoll-Rand Company (IVS).
2. Trimco (TBM).

## 2.8 PROTECTIVE TRIM UNITS

A. Size: 1-1/2 inches less than door width on push side and 1/2 inch less than door width on pull side, by height specified in door hardware sets.

B. Metal Protective Trim Units: BHMA A156.6; beveled top and 2 sides; fabricated from material indicated in door hardware sets.

1. Material: 0.050-inch- thick stainless steel.
2. Manufacturers:

    a. IVES Hardware; an Ingersoll-Rand Company (IVS).
    b. Trimco (TBM).

## 2.9 STOPS AND HOLDERS

A. Stops and Bumpers: BHMA A156.16, Grade 1.

1. Provide floor stops for doors unless wall or other type stops are scheduled or indicated. Do not mount floor stops where they will impede traffic. Where floor or wall stops are not appropriate, provide overhead holders.

B. Mechanical Door Holders: BHMA A156.1, Grade 1 unless Grade 2 is indicated.

C. Combination Floor and Wall Stops and Holders: BHMA A156.8, Grade 1 unless Grade 2 is indicated.

D. Combination Overhead Stops and Holders: BHMA A156.8, Grade 1 unless Grade 2 is indicated.

E. Electromagnetic Door Holders: BHMA A156.15.

F. Silencers for Door Frames: BHMA A156.16, Grade 1; neoprene or rubber; fabricated for drilled-in application to frame.

G. Manufacturers:

1. IVES Hardware; an Ingersoll-Rand Company (IVS).
2. Rixson Specialty Door Controls; an ASSA ABLOY Group company (RIX).
3. Trimco (TBM).

2.10 FABRICATION

A. Base Metals: Produce door hardware units of base metal, fabricated by forming method indicated, using manufacturer's standard metal alloy, composition, temper, and hardness. Furnish metals of a quality equal to or greater than that of specified door hardware units and BHMA A156.18. Do not furnish manufacturer's standard materials or forming methods if different from specified standard.

B. Fasteners: Provide screws according to commercially recognized industry standards for application intended, except aluminum fasteners are not permitted. Provide Phillips flat-head screws with finished heads to match surface of door hardware, unless otherwise indicated.

1. Comply with NFPA 80 for fasteners of door hardware in fire-rated applications.

C. Finishes: BHMA A156.18, as indicated in door hardware sets.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Steel Frames: Comply with DHI A115 Series. Drill and tap frames for surface-applied door hardware according to ANSI A250.6.

B. Mounting Heights: Mount door hardware units at heights indicated as follows unless otherwise indicated or required to comply with governing regulations.

1. Standard Steel Doors and Frames: DHI's "Recommended Locations for Architectural Hardware for Standard Steel Doors and Frames."
2. Wood Doors: DHI WDHS.3, "Recommended Locations for Architectural Hardware for Wood Flush Doors."

C. Install each door hardware item to comply with manufacturer's written instructions. Where cutting and fitting are required to install door hardware onto or into surfaces that are later to be painted or finished in another way, coordinate removal, storage, and reinstallation of surface protective trim units with finishing work specified in Division 09 Sections. Do not install surface-mounted items until finishes have been completed on substrates involved.

D. Thresholds: Set thresholds for exterior and acoustical doors in full bed of sealant complying with requirements specified in Division 07 Section 079200 "Joint Sealants."

E. 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 is allowed to close freely from an open position of 30 degrees.
2. Door Closers: Unless otherwise required by authorities having jurisdiction, adjust sweep period so that, from an open position of 70 degrees, the door will take at least 3 seconds to move to a point 3 inches from the latch, measured to the leading edge of the door.

END OF SECTION 087100

# PART 1 - GENERAL

## 1.1 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.

## 1.2 DEFINITIONS

A. Interspace: Space between lites of an insulating-glass unit that contains dehydrated air or a specified gas.

B. 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.

## 1.3 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.

## 1.4 SUBMITTALS

A. Product Data: For each glass product and glazing material indicated.

B. Samples: 12-inch square, for each type of glass product indicated, other than monolithic clear float glass.

C. Glazing Schedule: Use same designations indicated on Drawings.

D. Preconstruction Adhesion and Compatibility Test Report: From glazing sealant manufacturer.

1.5 QUALITY ASSURANCE

A. Glazing for Fire-Rated Door or Window Assemblies: Glazing for assemblies that comply with NFPA 80 and that are listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, for fire ratings indicated, based on testing according to NFPA 257.

B. Safety Glazing Products: Comply with testing requirements in 16 CFR 1201.

C. 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 Laminated Division's "Laminated Glass Design Guide" and GANA's "Glazing Manual".
2. IGMA Publication for Insulating Glass: SIGMA TM-3000, "Glazing Guidelines for Sealed Insulating Glass Units".

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. Manufacturers: Subject to compliance with requirements, provide products by one of the manufacturers specified.

a. American Saint Gobain, hereinafter called ASG.
b. Libbey Owens Ford Glass Company, hereinafter called LOF
c. Mississippi Glass Company, hereinafter called MG.
d. Pittsburgh Plate Glass Company, hereinafter called PPG.

2.2 GLASS PRODUCTS

A. Annealed Float Glass: ASTM C 1036, Type I (transparent flat glass), Quality-Q3; of class indicated.

## 2.3 FIRE-RATED GLAZING PRODUCTS

A. Fire-Protection Rating: As indicated for the assembly in which glazing material is installed, and permanently labeled by a testing and inspecting agency acceptable to authorities having jurisdiction.

B. Laminated Ceramic Glazing Material: Proprietary Category II safety glazing product in the form of 2 lites of clear ceramic glazing material laminated together to produce a laminated lite of 5/16-inch nominal thickness; polished on both surfaces; weighing 4 lb/sq. ft.; and as follows:

1. Product: "FireLite Plus" by Nippon Electric Glass Co., Ltd., and distributed by Technical Glass Products.

## 2.4 GLAZING GASKETS

A. Dense Compression Gaskets: Molded or extruded gaskets of material indicated below, complying with standards referenced with name of elastomer indicated below, and of profile and hardness required to maintain watertight seal:

1. Neoprene, ASTM C 864.
2. EPDM, ASTM C 864.
3. Silicone, ASTM C 1115.
4. Thermoplastic polyolefin rubber, ASTM C 1115.
5. Any material indicated above.

B. Soft Compression Gaskets: Extruded or molded, closed-cell, integral-skinned gaskets of material indicated below; complying with ASTM C 509, Type II, black; and of profile and hardness required to maintain watertight seal:

1. Neoprene.
2. EPDM.
3. Silicone.
4. Thermoplastic polyolefin rubber.
5. Any material indicated above.

## 2.5 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. Colors of Exposed Glazing Sealants: As indicated by manufacturer's designations.

B. Glazing Sealants for Fire-Resistive Glazing Products: Identical to products used in test assemblies to obtain fire-protection rating.

## 2.6 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. Perimeter Insulation for Fire-Resistive Glazing: Identical to product used in test assembly to obtain fire-resistance rating.

## 2.7 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.

## 2.8 MONOLITHIC FLOAT-GLASS UNITS

A. Uncoated Clear Float-Glass Units MG #1: Class 1 (clear) annealed or Kind HS (heat-strengthened) float glass where heat strengthening is required to resist thermal stresses induced by differential shading of individual glass lites and to comply with system performance requirements or Kind FT (fully tempered) float glass.

1. Thickness: 6.0 mm.

## PART 3 - EXECUTION

### 3.1 GLAZING

A. General: 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.

1. 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.
2. 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.
3. Apply primers to joint surfaces where required for adhesion of sealants, as determined by preconstruction sealant-substrate testing.
4. 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.
5. Do not exceed edge pressures stipulated by glass manufacturers for installing glass lites.
6. Provide spacers for glass lites where length plus width is larger than 50 inches.
7. 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.

B. Tape Glazing: Position tapes on fixed stops so that, when compressed by glass, their exposed edges are flush with or protrude slightly above sightline of stops. Install tapes continuously, but not necessarily in one continuous length. Do not stretch tapes to make them fit opening.

1. Cover vertical framing joints by applying tapes to heads and sills first and then to jambs. Cover horizontal framing joints by applying tapes to jambs and then to heads and sills.
2. 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.
3. Apply heel bead of elastomeric sealant.
4. 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.
5. Apply cap bead of elastomeric sealant over exposed edge of tape.

C. Gasket Glazing (Dry): Fabricate compression gaskets in lengths recommended by gasket manufacturer to fit openings exactly, with allowance for stretch during installation.

1. 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.
2. Center glass lites in openings on setting blocks and press firmly against soft compression gasket 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. Compress gaskets to produce a weathertight seal without developing bending stresses in glass. Seal gasket joints with sealant recommended by gasket manufacturer.
3. Install gaskets so they protrude past face of glazing stops uniformly, for full length of gasket.

## 3.2 CLEANING AND PROTECTION

A. Remove and replace glass that is broken, chipped, cracked, or abraded or that is damaged from natural causes, accidents, and vandalism, during construction period.

## 3.3 GLAZING SCHEDULE

A. Provide Glazing of the following types:

1. Fire-rated interior Lites: Fire-rated Clear Single Glass Units.
2. All other interior Lites: MG #1 Single Clear Glass Units.

B. Provide tempered safety glazing at all locations required by Code.

END OF SECTION 088000

# PART 1 - GENERAL

## 1.1 SUMMARY

A. This Section includes the following:

1. Gypsum board.

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Samples: For the following products:

1. Trim Accessories: Full-size Sample in 12-inch long length for each trim accessory indicated.
2. Textured Finishes: Manufacturer's standard size for each textured finish indicated and on same backing indicated for Work.

## 1.3 QUALITY ASSURANCE

A. Fire-Resistance-Rated Assemblies: For fire-resistance-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 119 by an independent testing agency.

# PART 2 - PRODUCTS

## 2.1 GYPSUM BOARD

A. General: Complying with ASTM C 36 or ASTM C 1396, as applicable to type of gypsum board indicated and whichever is more stringent.

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

a. American Gypsum Co.
b. G-P Gypsum.
c. National Gypsum Company.
d. PABCO Gypsum.
e. USG Corporation.

B. Type X:

1. Thickness: 5/8 inch.
2. Long Edges: Tapered.

2.2 JOINT TREATMENT MATERIALS

A. General: Comply with ASTM C 475.

B. Joint Tape:

1. Interior Gypsum Wallboard: Paper.

C. Joint Compound for Interior Gypsum Wallboard: For each coat use formulation that is compatible with other compounds applied on previous or for successive coats.

1. Prefilling: At open joints and damaged surface areas, use setting-type taping compound.
2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use setting-type taping compound.
3. Fill Coat: For second coat, use setting-type, sandable topping compound.
4. Finish Coat: For third coat, use drying-type, all-purpose compound.

2.3 AUXILIARY MATERIALS

A. General: Provide auxiliary materials that comply with referenced installation standards and manufacturer's written recommendations.

1. Fire-Resistance-Rated Assemblies: Comply with mineral-fiber requirements of assembly.

PART 3 - EXECUTION

3.1 APPLYING AND FINISHING PANELS, GENERAL

A. Comply with ASTM C 840.

B. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.

C. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments, except floors. 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.

D. Wood Framing: Install gypsum panels over wood framing, with floating internal corner construction. Do not attach gypsum panels across the flat grain of wide-dimension lumber, including floor joists and headers. Float gypsum panels over these members, or provide control joints to counteract wood shrinkage.

## 3.2 APPLYING INTERIOR GYPSUM BOARD

A. Install interior gypsum board in the following locations:

1. Type X: Vertical surfaces, unless otherwise indicated.

## 3.3 FINISHING GYPSUM BOARD

A. General: Treat gypsum board joints, interior angles, edge trim, control joints, penetrations, fastener heads, surface defects, and elsewhere as required to prepare gypsum board surfaces for decoration. Promptly remove residual joint compound from adjacent surfaces.

B. Prefill open joints and damaged surface areas.

C. Apply joint tape over gypsum board joints, except those with trim having flanges not intended for tape.

D. Gypsum Board Finish Levels: Finish panels to levels indicated below:

1. Level 4: Exposed areas.
2. Level 2: Ceiling plenum areas, concealed areas, and where indicated.

## 3.4 PROTECTION

A. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.

B. Remove and replace panels that are wet, moisture damaged, and mold damaged.

END OF SECTION 092900

# PART 1 - GENERAL

## 1.1 SUMMARY

A. Section Includes:

1. Resilient base.
2. Resilient stair accessories.
3. Resilient molding accessories.

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Samples: For each type of product indicated, in manufacturer's standard-size Samples but not less than 12 inches long, of each resilient product color, texture, and pattern required.

## 1.3 PROJECT CONDITIONS

A. Maintain ambient temperatures within range recommended by manufacturer in spaces to receive resilient products.

B. Until Substantial Completion, maintain ambient temperatures within range recommended by manufacturer.

C. Install resilient products after other finishing operations, including painting, have been completed.

## 1.4 EXTRA MATERIALS

A. Furnish extra materials as specified below that match products installed and are packaged with protective covering for storage and identified with labels describing contents.

1. None required for this project.

## PART 2 - PRODUCTS

### 2.1 RESILIENT BASE (RB)

A. Resilient Base:

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

    a. Armstrong World Industries, Inc.
    b. Burke Mercer Flooring Products; Division of Burke Industries, Inc.
    c. Flexco, Inc.
    d. Johnsonite
    e. Roppe Corporation, USA

B. Resilient Base Standard: ASTM F 1861.

1. Material Requirement: Type TS (rubber, vulcanized thermoset).
2. Manufacturing Method: Group I (solid, homogeneous).
3. Style: Cove (base with toe).
4. Provide vented cove base at wood dance floor, as specified below.

C. Minimum Thickness: 0.125 inch.

D. Height: 4 or 6 inches, as required to match existing adjacent base.

E. Lengths: Coils in manufacturer's standard length.

F. Outside Corners: Preformed.

G. Inside Corners: Job formed.

H. Finish: As selected by Architect from manufacturer's full range.

I. Colors and Patterns: As selected by Architect from full range of industry colors. For bidding purposes, assume one color and pattern will be selected.

### 2.2 RESILIENT MOLDING ACCESSORY

A. Resilient Molding Accessory:

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

a. Armstrong World Industries, Inc.
b. Burke Mercer Flooring Products; Division of Burke Industries, Inc.
c. Flexco, Inc.
d. Johnsonite.
e. Roppe Corporation, USA.

B. Description: Nosing for carpet, Reducer strip for resilient floor covering and Transition strips.

C. Material: Vinyl.

D. Profile and Dimensions: As indicated.

E. Colors and Patterns: As selected by Architect from full range of industry colors.

## 2.3 INSTALLATION MATERIALS

A. Trowelable Leveling and Patching Compounds: Latex-modified, portland cement based or blended hydraulic-cement-based formulation provided or approved by manufacturer for applications indicated.

B. Adhesives: Water-resistant type recommended by manufacturer to suit resilient products and substrate conditions indicated.

C. Metal Edge Strips: Extruded aluminum with mill finish of width shown, of height required to protect exposed edges of tiles, and in maximum available lengths to minimize running joints.

# PART 3 - EXECUTION

## 3.1 PREPARATION

A. Prepare substrates according to manufacturer's written instructions to ensure adhesion of resilient products.

B. Fill cracks, holes, and depressions in substrates with trowelable leveling and patching compound and remove bumps and ridges to produce a uniform and smooth substrate.

C. Do not install resilient products until they are same temperature as the space where they are to be installed.

1. Move resilient products and installation materials into spaces where they will be installed at least 48 hours in advance of installation.

D. Sweep and vacuum clean substrates to be covered by resilient products immediately before installation.

## 3.2 RESILIENT BASE INSTALLATION

A. Comply with manufacturer's written instructions for installing resilient base.

B. Apply resilient base to walls, columns, pilasters, casework and cabinets in toe spaces, and other permanent fixtures in rooms and areas where base is required.

C. Install resilient base in lengths as long as practicable without gaps at seams and with tops of adjacent pieces aligned.

D. Tightly adhere resilient base to substrate throughout length of each piece, with base in continuous contact with horizontal and vertical substrates.

E. Do not stretch resilient base during installation.

## 3.3 CLEANING AND PROTECTION

A. Comply with manufacturer's written instructions for cleaning and protection of resilient products.

B. Cover resilient products until Substantial Completion.

END OF SECTION 096513

# PART 1 - GENERAL

## 1.1 SUMMARY

A. Section Includes:

1. Vinyl composition floor tile. Patching of floor tile at areas of new wall construction where existing tile has been removed.

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Shop Drawings: For each type of floor tile. Include floor tile layouts, edges, columns, doorways, enclosing partitions, built-in furniture, cabinets, and cutouts.

C. Samples: Full-size units of each color and pattern of floor tile required.

D. Maintenance data.

1. Include wax application procedures.

## 1.3 QUALITY ASSURANCE

A. Fire-Test-Response Characteristics: As determined by testing identical products according to ASTM E 648 or NFPA 253 by a qualified testing agency.

1. Critical Radiant Flux Classification: Class I, not less than 0.45 W/sq. cm.

## 1.4 PROJECT CONDITIONS

A. Maintain ambient temperatures within range recommended by manufacturer in spaces to receive floor tile.

B. Until Substantial Completion, maintain ambient temperatures within range recommended by manufacturer.

C. Close spaces to traffic during floor tile installation.

D. Close spaces to traffic for 48 hours after floor tile installation.

E. Install floor tile after other finishing operations, including painting, have been completed.

1.5 EXTRA MATERIALS

A. Provide extra materials described below which match products installed and that are packaged with protective covering for storage and identified with labels describing contents.

1. Vinyl Composition Floor Tile: 5 unopened boxes.

PART 2 - PRODUCTS

2.1 VINYL COMPOSITION FLOOR TILE (VCT)

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

1. Armstrong World Industries, Inc.; Standard Excelon.
2. Congoleum Corporation; Commercial Flooring.
3. Mannington Mills, Inc.; Essentials.
4. Tarkett, Inc.; Expressions.

B. Tile Standard: ASTM F 1066, Class 2, through-pattern tile.

C. Wearing Surface: Smooth.

D. Thickness: 0.125 inch.

E. Size: 12 by 12 inches.

F. Colors and Patterns: As selected by Architect from full range of industry colors.

2.2 INSTALLATION MATERIALS

A. Trowelable Leveling and Patching Compounds: Latex-modified, portland cement based or blended hydraulic-cement-based formulation provided or approved by manufacturer for applications indicated.

B. Adhesives: Water-resistant type recommended by manufacturer to suit floor tile and substrate conditions indicated.

1. Use adhesives that comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):

a. Vinyl Composition Floor Tile Adhesives: Not more than 50 g/L.

C. Floor Polish: Provide protective liquid floor polish products as recommended by manufacturer.

## PART 3 - EXECUTION

### 3.1 PREPARATION

A. Prepare substrates according to manufacturer's written instructions to ensure adhesion of resilient products.

B. Concrete Substrates: Prepare according to ASTM F 710.

1. Verify that substrates are dry and free of curing compounds, sealers, and hardeners.
2. Remove substrate coatings and other substances that are incompatible with adhesives and that contain soap, wax, oil, or silicone, using mechanical methods recommended by manufacturer. Do not use solvents.
3. Alkalinity and Adhesion Testing: Perform tests recommended by manufacturer. Proceed with installation only after substrates pass testing.
4. Moisture Testing: Perform tests recommended by floor covering manufacturer and as follows. Proceed with installation only after substrates pass testing.

a. Perform anhydrous calcium chloride test, ASTM F 1869. Proceed with installation only after substrates have maximum moisture-vapor-emission rate of 3 lb of water/1000 sq. ft. in 24 hours, or as required by warranty

C. Fill cracks, holes, and depressions in substrates with trowelable leveling and patching compound and remove bumps and ridges to produce a uniform and smooth substrate.

D. Do not install floor tiles until they are same temperature as space where they are to be installed.

1. Move resilient products and installation materials into spaces where they will be installed at least 48 hours in advance of installation.

E. Sweep and vacuum clean substrates to be covered by resilient products immediately before installation.

### 3.2 FLOOR TILE INSTALLATION

A. Comply with manufacturer's written instructions for installing floor tile.

B. Lay out floor tiles from center marks established with principal walls, discounting minor offsets, so tiles at opposite edges of room are of equal width. Adjust as necessary to avoid using cut widths that equal less than one-half tile at perimeter.

1. Lay tiles square with room axis.

C. Match floor tiles for color and pattern by selecting tiles from cartons in the same sequence as manufactured and packaged, if so numbered. Discard broken, cracked, chipped, or deformed tiles.

1. Lay tiles with grain direction alternating in adjacent tiles (basket-weave pattern).
2. Follow color patterning drawings provided by Architect for corridors.

D. Scribe, cut, and fit floor tiles to butt neatly and tightly to vertical surfaces and permanent fixtures including built-in furniture, cabinets, pipes, outlets, and door frames.

E. Extend floor tiles into toe spaces, door reveals, closets, and similar openings. Extend floor tiles to center of door openings.

F. Maintain reference markers, holes, and openings that are in place or marked for future cutting by repeating on floor tiles as marked on substrates. Use chalk or other nonpermanent, nonstaining marking device.

G. Adhere floor tiles to flooring substrates using a full spread of adhesive applied to substrate to produce a completed installation without open cracks, voids, raising and puckering at joints, telegraphing of adhesive spreader marks, and other surface imperfections.

## 3.3 CLEANING AND PROTECTION

A. Comply with manufacturer's written instructions for cleaning and protection of floor tile.

B. Floor Polish: Remove soil, visible adhesive, and surface blemishes from floor tile surfaces before applying liquid floor polish.
1. Apply three coat(s), type as recommended by Flooring manufacturer.

C. Cover floor tile until Substantial Completion.

END OF SECTION 096519

# PART 1 - GENERAL

## 1.1 SUMMARY

A. This Section includes surface preparation and the application of paint systems on the following interior substrates:

1. Steel
2. Wood
3. Gypsum board
4. Concrete, CMU

## 1.2 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Samples: For each finish and for each color and texture required.

C. Product List: Printout of current "MPI Approved Products List" for each product category specified in Part 2, with the proposed product highlighted.

## 1.3 QUALITY ASSURANCE

A. MPI Standards:

1. Products: Complying with MPI standards indicated and listed in "MPI Approved Products List."
2. Preparation and Workmanship: Comply with requirements in "MPI Architectural Painting Specification Manual" for products and paint systems indicated.

B. 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 3.

a. Wall and Ceiling Surfaces: Provide samples of at least 100 sq. ft.
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.

1.4 EXTRA MATERIALS

A. Furnish extra materials described below that are from same production run (batch mix) as materials applied and that are packaged for storage and identified with labels describing contents.

1. Quantity: Furnish an additional 5 percent, but not less than 1 gal. of each material and color applied. Extra material shall **not** be used for punch list work.

PART 2 - PRODUCTS

2.1 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.

2.2 PRIMERS/SEALERS

A. Interior Latex Primer/Sealer: MPI #50.

2.3 METAL PRIMERS

A. Quick Drying Alkyd Metal Primer: MPI #76.

B. Waterborne Galvanized-Metal Primer: MPI #134.

2.4 WOOD PRIMERS

A. Interior Latex-Based Wood Primer: MPI #39.

2.5 LATEX PAINTS

A. Interior Latex (Low Sheen): MPI #44 (Gloss Level 2).

B. Interior Latex (Satin): MPI #43 (Gloss Level 4).

C. Interior Latex (Eggshell): MPI #54 (Gloss Level 5).

2.6 QUICK-DRYING ENAMELS

A. Quick-Drying Enamel (Semigloss): MPI #81 (Gloss Level 5).

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. Wood: 15 percent.
2. 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 AND APPLICATION

A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates indicated.

B. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.

1. Remove incompatible primers and reprime substrate with compatible primers as required to produce paint systems indicated.

C. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

D. Painting Mechanical and Electrical Work: Paint items exposed in all rooms (except mechanical and electrical rooms and under stairways), but not limited to, the following:

1. Electrical Work:

a. Electrical equipment that is indicated to have a factory-primed finish for field painting.

E. 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.

F. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

## 3.3 INTERIOR PAINTING SCHEDULE

A. Steel Substrates:

1. High-Performance Architectural Latex System: MPI INT 5.1R.

a. Prime Coat: Quick-drying alkyd metal primer.
b. Intermediate Coat: High-performance architectural latex matching topcoat.
c. Topcoat: High-performance architectural latex (semigloss).

B. Galvanized-Metal Substrates:

1. Latex System: MPI INT 5.3A.

a. Prime Coat: Galvanized-metal primer.
b. Intermediate Coat: Interior latex matching topcoat.
c. Topcoat: Interior latex (semigloss).

C. Gypsum Board / Wood Substrates:

1. Latex System: MPI INT 9.2A.

a. Prime Coat: Interior latex primer/sealer.
b. Intermediate Coat: Interior latex matching topcoat.
c. Topcoat: Interior latex (Satin).

D. Concrete/ CMU Substrates:

1. Latex System: MPI INT 3.1E.

a. Prime Coat: Interior latex primer/sealer.
b. Intermediate Coat: Interior latex matching topcoat.
c. Topcoat: Interior latex (Satin).

END OF SECTION 099123

# PART 1 GENERAL

## 1.1 SECTION INCLUDES

A. Indoor inclined platform wheelchair lifts (STAIR CLIMBER LIFT).

## 1.2 REFERENCES

A. ASME A18.1a 2001 - Safety Standard for Platform Lifts and Stairway Chairlifts.
B. ICC/ANSI A117.1 - Accessible and Usable Buildings and Facilities.
C. NFPA 70 - National Electric Code.

## 1.3 SUBMITTALS

A. Submit under provisions of Section 013300.

B. Product Data: Manufacturer's data sheets on each product to be used, including:
   1. Submit manufacturer's installation instructions, including preparation, storage and handling requirements.
   2. Include complete description of performance and operating characteristics.

C. Shop Drawings:
   1. Show typical details of assembly, erection and anchorage.
   2. Show complete layout and location of equipment, including required clearances.

D. Selection Samples: For each finished product specified, two complete sets of color chips representing manufacturer's full range of available colors and patterns.

## 1.4 QUALITY ASSURANCE

A. Manufacturer Qualifications: Firm with minimum 10 years documented experience in manufacturing of inclined wheelchair platform lifts of installations of type specified.
B. Installer Qualifications: Firm licensed to install equipment of this scope, with evidence of experience with specified equipment. Installer shall maintain an adequate stock of replacement parts and have qualified people available to ensure timely maintenance and callback service at the project site.

## 1.5 REGULATORY REQUIREMENTS

A. Provide platform lifts in compliance with:
   1. ASME A18.1 - Safety Standard for Platform Lifts and Stairway Chairlifts.
   2. ASME A17.5 - Elevator and Escalator Electrical Equipment.
   3. NFPA 70 - National Electric Code.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Store products in manufacturer's unopened packaging until ready for installation.

B. Store components off the ground in a dry covered area, protected from adverse weather conditions.

1.7 PROJECT CONDITIONS

A. Do not use wheelchair lift for hoisting materials or personnel during construction period.

1.8 WARRANTY

A. Warranty: Provide a two year limited warranty covering replacement of defective parts and excluding labor. Preventive maintenance agreement required.

1.9 MAINTENANCE SERVICE

A. Furnish service and maintenance for elevator system and components for the following period from Date of Substantial Completion.
1. Two years.

B. Include systematic examination, adjustment, and lubrication of elevator equipment. Repair or replace parts whenever required. Use parts produced by manufacturer of original equipment. Replace wire haul ropes when necessary to maintain required factor of safety.

C. Provide emergency call back service for this maintenance period.

D. Perform maintenance work using competent and qualified personnel approved by elevator manufacturer or original installer. Provide maintenance at 6 month intervals.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Acceptable Manufacturer: Garaventa Lift; United States - P.O. Box 1769, Blaine, WA 98231-1769. Toll Free: 800-663-6556. Tel: (604) 594-0422. Fax: (604) 594-9915. Email: productinfo@garaventalift.com; Web www.garaventalift.com.

B. Requests for substitutions will be considered in accordance with provisions of Section 016000.

2.2 STAIR CLIMBER LIFT FOR STRAIGHT STAIRWAYS

A. Inclined Platform Lift: Garaventa Stair-Lift, Model GSL Artira inclined platform lift for straight and turning stairways. Lift consists of a tubular guide rail system, a folding platform that is moved along the guide rails by a rope sprocket drive system, overspeed

safety system and call stations at each landing. Conform to the following design requirements:

1. Application:
   a. Indoor.
2. Platform Load Rating: 660 lbs with minimum safety factor of 5.
3. Travel Speed: 20 fpm.
4. Platform Deck: 16 gauge sheet metal coated with electrostatically applied and baked anti-skid Sandex black paint.
   a. Platform Size A (ADA Compliant): 31-1/2 inches wide by 48 inches long.
5. Platform Operation:
   a. Automatic Fold: Folded and unfolded electrically from the call station.
6. Under Platform Obstruction Sensing:
   a. Provide an under platform sensing device to stop the platform from traveling in the downward direction when encountering 4 lbs of pressure.
   b. Platform is permitted to travel in the opposite direction of obstruction to allow clearing.
7. Passenger Restraining Arms:
   a. Platform equipped with retractable passenger restraining arms in compliance with ASME A18.1a.
   b. Arms stop moving when an obstruction causing 4 lbs of pressure is encountered and will immediately retract when the signal is removed.
   c. Provide with means to manually unlock and open the restraining arms for passenger emergency evacuation.
   d. Arms are folded and unfolded electrically from the call stations or platform controls.
   e. Top of arms mounted 37-3/8 inches above the platform deck. When in guarding position the arms are located above the perimeter of the platform.
   f. The gaps between ends of arms shall not exceed 4 inches.
8. Boarding Ramps:
   a. Provide boarding sides of platform with retractable ramps positioned for travel at a height of 6 inches measured vertically above the platform deck.
   b. Lock ramps in their guarding positions during travel. When the platform is at the landing, only the retractable ramp servicing the landing shall be operable.
   c. Ramps shall be folded and unfolded electrically.
   d. Retractable ramps, in the guarded position, shall withstand a force of 125 lbs applied on any 4 inch by 4 inch area. This force shall not cause the height of the ramp, at any point in its length, to be less than 6 inches measured vertically above the platform deck.
   e. Provide a means to manually unlock the ramps for emergency evacuation when platform is located at a landing.
   f. Provide a bi-directional obstruction sensitive device on the travel direction end of the platform to stop lift when 4 lbs. of pressure is encountered, either from inside or outside of the platform. Platform is permitted to travel in the opposite direction of obstruction to allow clearing.
   g. When platform folds, passenger restraining arms shall fold down and be covered by the folded platform.
9. Platform Kick Plate:
   a. Provide non-boarding and non-guide-rail side of the platform with a kick

plate barrier of not less than 6 inches in height, measured vertically from the platform deck.

b. When the platform is folded the kick plate shall cover the platform controls providing protection from vandalism.

10. Pedestrian Safety Lights:
    a. Equip platform with amber pedestrian safety lights located at both ends of the platform to alert pedestrian traffic that the platform is on the stairway.
11. Hand Grips:
    a. Equip platform with two 6-7/8 inch long by 1-1/4 inch diameter aluminum hand grips or grab bars on the front face of the platform with the top being 33-1/4 inch (845 mm) above the platform deck.
12. Clearance Dimensions:
    a. When folded platform shall not protrude more than 12-5/8 inches to 13-5/8 inches from mounting surface.
    b. When unfolded and in use platform shall not protrude more than 40 inches to 41 inches from wall.
13. Controls:
    a. Platform Controls: 24 V Low Voltage type.
    b. Platform equipped with emergency stop switch located within reach of the passenger 37-1/8 inches above platform deck. When activated emergency stop button shall cause electric power to be removed from the drive system stopping lift immediately.
    c. Operating controls shall be two separate 1-1/2 inches round constant pressure buttons with directional arrows mounted on the front surface of the platform control panel.
    d. Directional buttons shall prompt the user with the available travel direction by illuminating the appropriate button.
    e. When platform arrives at landing and the user releases the directional button, the passenger restraining arms and boarding ramp shall unfold automatically allowing passenger to disembark.
    f. Platform shall equipped for:
        1) Keyed Operation.
14. Passenger Seat: Fold-down type with safety belt.
15. Side Loading Platform: Provide with an automatic folding ramp on the side of the platform opposite the guide rails for loading where lower landing clearance is limited.
16. Platform Security Lock: Provide to prevent unauthorized unfolding of the platform.
17. Attendant Hand Held Pendant Control: Provide with plug-in socket on platform control panel.
18. Autofold Platform: Automatically fold platform into storage position when left unused in open position at any landing for:
    a) 3 minutes (recommended)
19. Pedestrian Audio Alert: Provide chime mounted on platform to indicate platform is folded up and in motion, traveling on stairway.
20. Platform On Board Emergency Alarm: Provide platform with on board alarm that sounds when emergency stop button is pushed. Provide battery back up for platform on board alarm.
21. Remote Platform Boarding: Platform shall travel beyond standard boarding

position to remote boarding location away from stairs. Provide with ramp extensions 3 inch extruded aluminum added to the boarding ramps.

22. Under Hanger Sensing: Provide bottom of platform hanger with a sensing plate to stop the platform from traveling in the downward direction when encountered with 4 lbs of pressure. It shall be possible to drive the platform away from the obstruction.
23. Side of Hanger Obstruction Device: Provide a sensor that detects obstructions in the path of the side of the hanger. Lift shall stop immediately and not travel until the obstruction is removed. It shall be possible to drive the platform away from the obstruction.

B. Drive and Guide Rail System

1. Operation:
   a. Motor: 2 H.P. electric motor with an integrated brake.
   b. Required power: 208-240 VAC, single phase, 50/60 Hz. on a dedicated 20 amp circuit. Rated current shall be 7 amps for operation with rated load.
   c. Locate roped sprocket drive system consisting of a motor, gearbox and PCC controller (Programmable Configuration Controller) at the upper end of the tubes. PCC controller shall be custom programmed to soft start and stop and the slow down platform travel speed for all corners and landings of the lift. Normal operating speed shall be 20 feet per minute.
   d. Equip drive with an emergency manual lowering system.

2. Compact Drive Cabinet with Separate Control Box (at upper landing, remote):
   a. Compact drive cabinet will house all mechanical drive system components and shall be located at the end of the tube system.
   b. Controller box will contain all the electrical components of the drive system and be located up to 20 feet away from the compact drive. Control box dimensions are 12 inches wide by 24 inches high by 11-1/4 inches deep.
   c. Provide an integrated lockable mains disconnect and breaker in the compact drive control box.
3. Guide Rail:
   a. Construct of two 2 inch diameter steel tubes spaced 23-5/8 inches apart vertically. Tubes will run parallel to the stairs and horizontal to landings throughout the length of travel.
   b. When negotiating a horizontal landing a third 2 inch diameter steel tube shall be added to the tube system to guide and stabilize platform.
   c. Tube system shall not protrude more than 4-7/8 inches to 5-7/8 inches from the wall.
   d. Suspension means contained in the tubes shall be a 3/8 inch diameter galvanized steel core wire rope with a breaking strength of 9460 pounds.
   e. Locate overspeed safety at the bottom of the tube assembly and shall consist of a mechanical overspeed sensor and brake with electrical drive cut-out protection.
   f. Provide a final limit switch at the upper end of the tubes to stop the platform if it travels past the normal terminal stopping device.

4. Platform Storage Beyond Upper/Lower Landings:
   a. Platform shall travel in the folded position beyond the lower landing to a

remote parking position. Provide with a ramp extension for this configuration.

5. Rail Mounting:
   a. Direct Mount Solid Walls: Rails directly mounted to the stairway wall.
   b. Tower Mount Struts: Provide with 2-1/2 inches by 2-1/2 inches hollow structural steel tubular posts to support the guide rails.

C. Pedestrian Handrail Integrated with Guide Rail:
1. A third rail acting as a handrail shall be added where existing handrails are either removed or blocked by the lifting equipment.
2. The top of the handrail gripping surface shall be between 34 inches and 38 inches above the stair nosing and have a smooth gripping surface 1-1/2 inch in diameter.
3. Handrail shall be in the same vertical plane as the guide rail system.
4. Handrails shall be mounted to the tube assembly and shall not be interrupted by newel posts, or other construction elements or obstructions.

D. Call Stations:
1. Provide a call station at each serviced landing that will automatically shut off if left unattended for over 2 minutes.
2. Call stations, 24 V low voltage with four illuminated 2 inches by 2 inches square membrane touch sensitive buttons: one touch platform fold, one touch platform unfold and two directional call and send buttons.
3. Provide call stations with Smart-Lite Technology to prompt the user with the next sequential step of operation. Call station buttons will emit an audible "beep" when pushed to confirm button activation to the user.
4. Call stations shall equipped for:
   a. Keyed Operation.
5. Provide Attendant Call buttons on each call station.
6. Call Station Mounting:
   a. Lower and Intermediate landing call station.
      1) Provide surface mounted call station.
   b. Upper landing call station.
      1) Provide surface mounted on wall.
   c. Provide free-standing mounting pedestals for call stations located as follows:
      1) Lower landing.
      2) Upper landing.

E. Additional Safety or Code Requirements
1. Wall Mounted Audio Visual Alerts: Provide with adjustable volume control that sound while the lift is in operation and are visible by pedestrian traffic from all flights and landings.
2. Building Fire Alarm Integration: Coordinate with Section 13650 Building Fire Alarm System to connect the lift control system with the building fire alarm system. If the lift is not in operation when the building fire alarm system is activated power will be cut to the lift preventing use during fire evacuation. If the lift is in use when the building fire alarm system is activated, the lift shall only allow the passenger to travel to the designated landing with the emergency exit.

F. Finish Environment Requirements:
1. Design and fabricate lift to manufacturer's standard design for indoor location.
2. Painting: After pretreating paint with electrostatically applied and baked powder coat as follows:
a. Fine Textured Satin Grey (RAL 7030).

## PART 3 EXECUTION

### 3.1 EXAMINATION

A. Do not begin installation until substrates have been properly prepared.
B. Verify required supports are correct.
C. Verify electrical rough-in is at correct locations.

### 3.2 PREPARATION

A. Clean surfaces thoroughly prior to installation.
B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

### 3.3 INSTALLATION

A. Install platform lifts in accordance with in compliance with regulatory requirements specified and the manufacturer's instructions.
B. Install system components and connect to building utilities.
C. Accommodate equipment in space indicated.
D. Startup equipment in accordance with manufacturer's instructions.
E. Adjust for smooth operation.

### 3.4 FIELD QUALITY CONTROL

A. Perform tests in compliance with regulatory requirements specified and as required by authorities having jurisdiction.
B. Schedule tests with agencies and Architect, Owner, and Contractor present.

### 3.5 PROTECTION

A. Protect installed products until completion of project.
B. Touch-up, repair or replace damaged products before Substantial Completion.

END OF SECTION