Dannel P. Malloy
*Governor*

STATE OF CONNECTICUT
DEPARTMENT OF HOUSING

Evonne M. Klein
*Commissioner*

# Community Development Block Grant Disaster Recovery Program (CDBG-DR)

# Owner Occupied Rehabilitation and Rebuilding Program (OORR)

BID PACKAGE

For

Rehabilitation/Reconstruction work to:

**Syetta Chapman**

**452 Willow Street**

**Waterbury, CT 06710**


**Quisenberry Arcari Architects, LLC**

**318 Main Street, Farmington, CT 06032**

**Phone: 860-677-4594** **Fax: 860-677-8534**


Project #: **1624**

EQUAL HOUSING OPPORTUNITY

## STATUTORY CHECKLIST [§58.35(a) activities]

**for Categorical Exclusions and Environmental Assessments**

Note: Review of the items on this checklist is required for both Categorical Exclusions under Sec. 58.35(a) and projects requiring an Environmental Assessment under Sec. 58.36. If no compliance with any of the items is required, a Categorical Exclusion [58.35(a)] may become "exempt" under the provisions of Sec. 58.34 (a) (12). In such cases attach the completed Statutory Checklist to a written determination of the exemption. Projects requiring an Environmental Assessment under Sec. 58.36 cannot be determined to be exempt even if no compliance with Statutory Checklist items is found. Three items listed at Sec. 58.6 are applicable to all projects, including those determined to be exempt.

**Project Name and Identification/Location: Chapman Residence #1624**
**452 Willow Street Waterbury, Connecicut**

| Area of Statutory or Regulatory Compliance | Not Applicable to This Project | Consultation Required* | Review Required* | Permits Required* | Determination of consistency Approvals, Permits Obtained* | Conditions and/or Mitigation Actions Required | Provide compliance documentation. Additional material may be attached. |
|---|---|---|---|---|---|---|---|
| **Document Laws and authorities listed at 24 CFR Sec. 58.5** | | | | | | | |
| 1. Historic Properties [58.5(a)] [Section 106 of NHPA] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Consulted with State Historic Preservation Office (SHPO) See attached No Effect Letter dated March 21, 2014. |
| 2. Floodplain Management [58.5(b)] [EO 11988] [24 CFR 55] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Flood Insurance Map Community Panel # 09009C0108H 12/17/2010 See attached FIRMLET. Located in Zone X. |
| 3. Wetland Protection [58.5 (b)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Anticipated impacts on wetlands minimal due to majority of activities limited to pre-storm building footprint. Consulted City of Waterbury Inland Wetlands. See attached Waterbury City Planning letter dated 7/8/14 and designated Inland Wetlands and Watercourses of Waterbury map. |
| 4. Coastal Zone Management [58.5(c)] [CGS 22a-100(b)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Project is not within Coastal Zone Boundry. Spoke with George Wisker at DEEP and was total there is no map for Waterbury. |
| 5. Water Quality – Aquifers [58.5(d)] [40 CFR 149] Clean Water Act 1977 Safe Drinking Water Act 1974 | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Water Quality – N/A Project does not involving on-site water and sewer facilities nor is it located in a sole source aquifer zone. |
| 6. Endangered Species [58.5(e)] [16 U.S.C. 1531 et seq.] [CGS 26-310] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | NOT LOCATED AT WATERFRONT PROPERTIES WITH SANDY BEACHES - consult with Department of Interior Fish and Wildlife Database – See attached Department of Interior Fish and Wildlife report.dated July 9, 2014. |
| 7. Wild and Scenic Rivers [58.5 (f)] [16 U.S.C. 1271 et seq.] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Eightmile River is only designated wild & scenic river within program area running through Lyme, Salem and East Haddam, CT (rivers.gov; November 2012) This project is not proximal to any listed Wild and Scenic Rivers. |
| 8. Air Quality [58.5(g)] [42 U.S.C. 7401 et seq.] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Clean Air Act, State Implementation Plan, HUD & EPA Regulations; in general, residential rehabilitation exempted w/no quantifiable increase in air pollution. Project is soley |

| Area of Statutory or Regulatory Compliance | Not Applicable to This Project | Consultation Required* | Review Required* | Permits Required* | Determination of consistency Approvals, Permits Obtained* | Conditions and/or Mitigation Actions Required | Provide compliance documentation. Additional material may be attached. |
|---|---|---|---|---|---|---|---|
| | | | | | | | residential rehabilitation with no quanifiable increase in air polution.. |
| 9. Farmland Protection [58.5(h)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Agricultural land use conversion not anticipated. Adverse effects to agricultural resources are not anticipated; clearly defined urban areas . Location not considered protected farmland |
| Manmade Hazards: 10 A. Thermal Explosive [58.5(i)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | N/A for projects that do not add density |
| 10 B. Noise [58.5(i)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not applicable to project – restoration of structure substanitially as it existed prior to Super Storm Sandy. |
| 10 C. Airport Clear Zones [58.5 (i)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not applicable - Two (2) FAA designated Commercial Service airports in program area: Tweed New Haven Regional and Groton-New London. This property is not located in an Airport Clear Zone. |
| 10 D. Toxic Sites [58.5 (i)(2)(i)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | The site has no known toxic history based on the attached Toxix Site Certification. The site: 1) is not listed on EPA Superfund National Priorityies or CERCLA list. 2) is not located within 3,000ft of a toxic or solid waste landfill. 3) is not known to have an undergroud storage tank (which is not an undergroud storage fuel tank). 4) Is not known or suspected to be contaminated by radioactive chemicals or radioactive materials. |
| 11. Environmental Justice [58.5(j)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Executive Order 12898<br>Program activities do not anticipate high & adverse human health and environmental effects on minority or low-income populations; |
| **Document Laws and authorities listed at Sec. 58.6 and other potential environmental concerns** | | | | | | | |
| 12 A. Flood Insurance [58.6(a) & (b)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Flood Insurance Map Community Panel # 09009C0108H 12/17/2010 See attached FIRMLET Flood Insurance not required. |
| 12 B. Coastal Barriers [58.6(c)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Property is not in a Coastal Management Zone. |
| 12 C. Airport Clear Zone Notification [58.6(d)] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not applicable - Two (2) FAA designated Commercial Service airports in program area: Tweed New Haven Regional and Groton-New London. The project does not involve the purchase or sale of an existing property in an airport clear zone. |

| Area of Statutory or Regulatory Compliance | Not Applicable to This Project | Consultation Required* | Review Required* | Permits Required* | Determination of consistency Approvals, Permits Obtained* | Conditions and/or Mitigation Actions Required | Provide compliance documentation. Additional material may be attached. |
|---|---|---|---|---|---|---|---|
| 13. A Solid Waste Disposal [42 U.S.C. S3251 et seq.] and [42 U.S.C. 6901-6987 eq seq.] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Resource Conservation and Recovery Act and Solid Waste Disposal Act; - Residential rehabilitation activities are not expected to affect the capacities of solid waste disposal services. |
| 13 B. Fish and Wildlife [U.S.C. 661-666c] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Fish and Wildlife Coordination Act: Program activities will not result in impounding, diverting, deepening, channelizing or modification of any stream or body of water; not a water control project. |
| 13 C. Lead-Based Paint [24 CFR Part 35] and [40 CFR 745.80 Subpart E] | ☐ | ☒ | ☒ | ☐ | ☐ | ☐ | Lead paint found - See attached Limited Hazardous Materials Inspection Report from Fuss & O'Neill EnviroScience LLC dated April 2014, Revised May 2014 and follow recommendations listed in report. Give tenant Notice about Lead. Compliance will include measures to minimize risk of expsure and when necessary abate any hazardous materials. |
| 13 D. Asbestos | ☐ | ☒ | ☒ | ☒ | ☐ | ☐ | Asbestos found -- See attached Limited Hazardous Materials Inspection Report from Fuss & O'Neill EnviroScience LLC dated April 2014, Revised May 2014.and follow recommendations listed in report. Compliance will include measures to minimize risk of expsure and when necessary abate any hazardous materials |
| 13 E. Radon [50.3 (i) 1] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Radon concentration less than 4 picocuries per liter of air and are below regulatory levels. See attached Limited Hazardous Materials Inspection Report from Fuss & O'Neill EnviroScience LLC dated April 2014, Revised May 2014. |
| 13 F. Mold | ☐ | ☒ | ☒ | ☐ | ☐ | ☐ | Mold Found - See attached Limited Hazardous Materials Inspection Report from Fuss & O'Neill EnviroScience LLC dated April 2014, Revised May 2014 and recommendations for remediation. |
| Other: State or Local 14 A. Flood Management Certification [CGS 25-68] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Based on FEMA Map 09009C0108H Flood Management Certification through General Permit for CDBG-DR program activities with DEEP is not required. |
| 14 B. Structures, Dredging & Fill Act [CGS 22a-359 through 22a-363f] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not applicable -- this project is not waterward of the Coastal Jurisdiction Line. |
| 14 C. Tidal Wetlands Act [CGS 22a-28 through 22a-35] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not located in Title wetlands |
| 14 D. Local inland wetlands/watercourses [CGS 22a-42] | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Not located in wetlands. Consulted City of Waterbury Inland Wetlands. See attached attached Waterbury City Planning letter dated 7/8/14 and designated Inland Wetlands and Watercourses of Waterbury map. |

| Area of Statutory or Regulatory Compliance | Not Applicable to This Project | Consultation Required* | Review Required* | Permits Required* | Determination of consistency Approvals, Permits Obtained* | Conditions and/or Mitigation Actions Required | Provide compliance documentation. Additional material may be attached. |
|---|---|---|---|---|---|---|---|
| 14 E. Various Municipal Zoning Approvals | ☒ | ☐ | ☐ | ☐ | ☐ | ☐ | Only Local Building Permits required. |

**DETERMINATION:**

☐ This project converts to Exempt, per §58.349a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license. Funds may be drawn down for this (now) EXEMPT project; OR

☒ This project cannot convert to Exempt because one or more statutes/authories requires consultation or litigation. Complete consultation/mitigation requirements, publish NOI/RROF and obtain Authority to Use Grant Funds (HUD 7015.16) per §58.70 and 58.71 before drawing down funds; OR

☐ The unusual circumstances of this project may reasult in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

Prepared by:

Stephen Bell — 7/09/14 Date

Responsible Entity or designee Signature:

Hermia Delaire, CDBG-DR Program Manager — 10/1/14 Date

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***Section 1*** **ADVERTISEMENT FOR BIDS**

Project # **1624**

The State of Connecticut Department of Housing (DOH) is seeking proposals through a Request for Proposal (RFP) process for the rehabilitation, reconstruction and/or mitigation of residential structures damaged by Superstorm Sandy in compliance with all applicable local, federal, and state statutory requirements with special attention paid to requirements for Community Development Block Grants under the United States Department of Housing and Urban Development ("HUD") Disaster Recovery grant program.

Separated sealed bids for **Syetta Chapman, 452 Willow Street, Waterbury, CT 06710** will be received by Quisenberry Arcari Architects, LLC at 318 Main Street, Farmington, CT 06032 until **4:00 PM** on **October, 23 2014,** and then at said office publicly opened and read aloud.

Contract Documents including plans & specifications can be viewed and downloaded on-line at the Department of Housing Hurricane Sandy Recover website at www.ct.gov/doh/ and click on the "Hurricane Sandy" link. Contract Documents can also be purchased from Advanced Reprographics. Visit www.advancedrepro.net, select "Planroom", select "Access our Planroom here", select "Public Jobs" and select **"452 Willow Street, Waterbury, CT 06710"** or call 860-410-1020

**Note: Addenda to this bid will be issued via email only to the Contractors who attend and sign in at the mandatory pre-bid walk thru, see Information for Bidders for time & date of the walk thru.**

DOH reserves the right to waive any informalities or to reject any or all bids.

Each bidder must deposit with his bid, security in the amount, form and subject to the conditions provided in the Information to Bidders.

Attention to bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wages rates to be paid under the contract (if applicable), Section 3, Segregated Facilities, Section 109 and E. O. 11246.

No bidder may withdraw his bid within 30 calendar days after the actual date of the bid opening thereof.

## INFORMATION FOR BIDDERS

**Receipt and Opening of Bids:**

The State of Connecticut Department of Housing (herein called the "DOH"), invites bids on the form attached hereto, all blanks of which must be appropriately filled. Bids will be received by DOH at the office of Quisenberry Arcari Architects at 318 Main Street, Farmington, CT 06032 until **4:00 PM** on **October, 23, 2014** and then at said office publicly opened and read aloud. The envelopes containing the bids must be sealed, addressed to Quisenberry Arcari Architects at 318 Main Street, Farmington, CT 06032 at and designated as bid for **452 Willow Street, Waterbury, CT 06710**.

DOH may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement there considered. NO bidder may withdraw a bid within 30 days after the actual date of the opening thereof.

**Mandatory Walk Through:** All bidders must attend a mandatory walk through of the property designated above. The date and time of the walk through is set for **10 AM** on **October, 15, 2014.**

**Preparation of Bids:**

Each bid must be submitted on the prescribed form and accompanied by Certification by Bidder Regarding Equal Employment Opportunity, Form HUD-950.1, and Certification of Bidder Regarding Section 3 and Segregated Facilities. All blank spaces for bid process must be filled in, in ink or typewritten, in both words and figures, and the foregoing Certifications must be fully completed and executed when submitted.

Each bid must be submitted in a sealed envelope bearing on the outside the name of the bidder, his/her address, and the name of the project for which the bid is submitted. If forwarded by mail, the sealed envelope containing the bid must be enclosed in another envelope addressed as specified in the bid form.

**Subcontracts:** The bidder is specifically advised that any person, for, or other party to whom it is proposed to award a subcontract under this contract:

1. Must be acceptable to the DOH after verification by the State of the current eligibility status; and,
2. Must submit Form HUD-950.2, Certification by Proposed Subcontractor Regarding Equal Employment Opportunity and Certification of Proposed Subcontractor Regarding Section 3 and Segregated Facilities. Approval of the proposed subcontractor award cannot be given by the DOH unless and until the proposed subcontractor has submitted the Certifications and/or other evidence showing that it has fully complied with any reporting requirements to which it is or was subject. Although the bidder is not required to attach such Certifications by proposed subcontractors to his/her bid, the bidder is here advised

of this requirement so that appropriate action can be taken to prevent subsequent delay in subcontract awards.

**Method of Bidding:** DOH invites the following bid(s):

Qualifications of Bidder: The DOH may make such investigations as he/she deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish to the DOH all such information and date for this purpose as the DOH may request. The DOH reserves the right to reject any bid if the evidence submitted by, or investigation of, such bidder fails to satisfy the DOH that such bidder is property qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional bids will not be accepted. The State's set Contractor Prequalifications are listed in Exhibit G and also are available at the Department of Housing's Hurricane Sandy Recovers website www.ct.gov/doh/ and click on the "Hurricane Sandy" link.

**Bid Security:** Each bid must be accompanied by an irrevocable letter of credit from the bank, certified check, or bank cashier's check in the amount not less than five percent (5%) of the bid. Bid bonds may be accepted as bid security. Such checks will be returned to all except the three lowest bidders within three days after the opening of bids, and the remaining cash, or checks will be returned promptly after DOH and the accepted bidder have executed the contract, or opening of bids, upon demand or the bidder at any time thereafter, so long as he/she has been notified of the acceptance of his/her bid.

**Conditions of Work:** Each bidder must inform him/herself fully of the conditions relating to the construction of the project and the employment of labor thereon. Failure to do so will not relieve a successful bidder of his/her obligation to furnish all material and labor necessary to carry out the provision of his/her contract. Insofar as possible the contractor, in carrying out the work, must employ such methods or means as will not cause any interruption of or interference with the work of any other contractor.

**Addenda and Interpretations:** No interpretation of the meaning of the plans, specifications or other pre-bid documents will be made to any bidder orally.

Every request for such interpretation should be in writing addressed to: **Adam Tarfano, AIA atarfano@qa-architects.com**, 860-677-8534 Fax at Quisenberry Arcari Architects, LLC to be given consideration must be received at least seven days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instruction will be in the form of written addenda to the specifications which, if issued, will be forwarded by electronic mail and posted on DOH's Hurricane Sandy website to all prospective bidders (at the respective email addresses furnished for such purposes), not later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his/her bid as submitted. All addenda so issued shall become part of the contract documents.

**Security for Faithful Performance**: Simultaneously with his/her delivery of the executed contract, the Contractor shall furnish a surety bond or bonds as security for faithful performance of this contract and for the payment of all persons performing labor on the project under this contract and furnishing materials in connection with this contract, as specified in the General

Conditions included herein. The surety on such bond or bonds shall be a duly authorized surety company satisfactory to the DOH.

**Performance and Payment Bonds:** A performance and payment bond will be required of the successful bidder (contractor) for 100 percent of the contract price on contracts over $100,000.

**Contract Progress Schedule:** Each bid shall be accompanied by a Contract Progress Schedule. Such Schedule shall list the bidder's timetable for completion of the contract.

**Power of Attorney:** Attorneys-in-fact who sign bid bonds or contract bonds must file with each bond a certified and effectively dated copy of their power of attorney.

**Notice of Special Conditions:** Attention is particularly called to those parts of the contract documents and specifications which deal with the following:

1. Inspection and testing of materials
2. Insurance requirements
3. Wage rates (if applicable)
4. State allowances

**Laws and Regulations:** The bidder's attention is directed to the fact that all applicable State laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

**Method of Award-Lowest Qualified Bidder:** If at the time this contract is to be awarded, the lowest base bid submitted by a responsible bidder does not exceed the amount of funds then estimated by the DOH as available to finance the contract; the contract will be awarded on the base bid only. If such bid exceeds such amount, the DOH may reject all bids or may award the contract on the base bid combined with such deductible alternatives applied in numerical order in which they are listed in the Form of Bids, as produces a net amount which is within the available funds.

If the homeowner wishes to select a prequalified bidding contractor other than the lowest and most responsible bidder, said owner is responsible for paying the difference between the lowest bidder and their chosen bidder from their own financing.

**Obligation of Bidder:** At the time of the opening of bids, each bidder will be presumed to have inspected the site and to have read and to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any bidder to examine any form, instrument or document shall in no way relieve any bidder from any obligation in respect to his/her bid.

Safety Standards and Accident Prevention: With respect to all work performed under this contract, the contractor shall:

1. Comply with the safety standards provision of applicable laws, building and construction codes and the "Manual of Accident Prevention in Construction" published by the Associated General Contractors of America, the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596), and the requirements of Title 29 of

the Code of Federal Regulations, Section 1518 as published in the “Federal Register,” Volume 36, No 75, Saturday, April 17, 1971.

2. Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) who may be injured on the job site before the employer has made a standing arrangement for removal of injured persons to a hospital or a doctor’s care.

## BID FORM

The undersigned, being familiarized with the local conditions affecting the cost of the work and with the Drawings, Specifications, Invitation to Bidders, Instructions to Bidders, General Conditions, Bid Form, Form of Contract and Form of Bonds for Project No. **1624** and Addenda No. ___ and ___ thereto, as prepared by Quisenberry Arcari Architects, LLC at 318 Main Street, Farmington, CT 06032, and on file in the office of DOH, hereby proposes to furnish all permits, labor, materials, tools, equipment, and related items required for the rehabilitation and reconstruction including general construction, site improvements, plumbing, heating, electrical, and finish items for said Project No. **1624** located at **452 Willow Street** in **Waterbury**, State of Connecticut, all in accordance with the Drawings and Specifications, for the sum of:

_____ Dollars ($ _____)

ALTERNATE PROPOSALS

The undersigned bidder further proposes and agrees that should any or all of the following Alternates be accepted and included in the Contract, the amount of the Base Bid, as heretofore stated, shall be adjusted by the amount stated for each Alternate. All materials and workmanship shall be in strict accordance with the Drawings and Specifications and shall be in-place prices.

Allowances

#1 **$15,000 For Miscellaneous Improvements** _____

Contractor to initial to acknowledge inclusion of allowance in bid price

Unit Cost

#1 **Roof Sheathing Replacement** $_____(per sq. ft.)

#2A **Wood Window Sash replacement to match existing** $_____(each)

#2B **Wood window glazing replacement to match existing** $_____(per sq. ft.)

Alternates

#1 **Painting (Interior & Exterior)** $_____

#2 **Interior Wood Trim** $_____

#3 **Storm Windows and Exterior Doors** $_____

#4 **Tiling** $_____

#5 **Wood Floor Refinishing** $_____

The undersigned agrees to commence the work on a date to be specified in the contract and to complete such work within **120** consecutive calendar days.

The undersigned agrees that if within the period of thirty (30) calendar days after the opening of bids, or when extended to the next work day immediately following said period, notice of the acceptance of this bid shall be mailed, or delivered to him/her at the business address given below, or at any time thereafter before this bid is withdrawn. Quisenberry Arcari Architects will within fifteen (15) calendar days thereafter deliver to DOH, where directed, a contract properly executed in such number of counterparts as may be required by said DOH, on the forms annexed, with such changes therein as shall have been made by the DOH, prior to the time

named for delivery of this proposal, together with a 100% Performance Bond of a Surety Company, which Surety must be authorized to transact business in the State of Connecticut, and duly qualified therefore, and in the form constituting part of the Specification and a letter indicating those Small/Minority Business Enterprises that will perform work and/or provide materials, equipment or services as part of the contract.

In submitting this bid, it is understood that the right is reserved by the abovementioned DOH to reject any and all bids; and it is agreed that this bid may not be withdrawn for a period of thirty calendar (30) days from the date of bid opening or until the next work day immediately following said period if such period ends on weekend or a State holiday.

Security in the sum of _____ Dollars ($_____)

in the form of _____is submitted herewith in accordance with the Specifications.

The undersigned bidder agrees to comply with the Section 3 plan included herein and all Federal requirements pertaining to conditions of employment to be observed and minimum wage rates to be paid under the contract, Segregated Facilities, Section 109 and Executive Order 11246.

Attached hereto is an affidavit, in proof that the undersigned has not entered into any collusion with any person in respect to this proposal, or any other proposal, or the submitting of proposals for the above Project. Also attached is a statement of contractor's qualifications, Certification of Bidder Regarding Equal Employment Opportunity, Certification of Bidder Regarding Section 3 and Segregated Facilities.

Acknowledgement of Bidder

I, THE UNDERSIGNED AS AN AUTHORIZED OFFICER OF:

| | |
|---|---|
| _____ | _____ |
| (Company Name) | (Date) |
| _____ | _____ |
| (Address) | (Telephone) |
| _____ | _____ |
| (City/State/Zip) | (Fax No.) |
| _____ | |
| (FEIN) | |

I HEREBY SUBMIT THE FOLLOWING PRICES FOR THE PROJECT IDENTIFIED ABOVE: (Indicate in words and numerals)

BASE BID PRICE: $ _____

AMOUNT IN WORDS: _____

| | |
|---|---|
| _____ | _____ |
| (Signature) | (Date) |

_____

(Printed Name) (Title/Position)

_____

(Email address)

(Bank Letterhead)

BID SECURITY

IRREVOCABLE LETTER OF CREDIT

Dear _____:

We hereby authorize you to draw on us to the aggregate amount of $_____ (five percent of the amount of the bid) in the event _____ withdraws its bid within the bid holding period, or upon being awarded a contract, fails to provide adequate performance and payment security as required by the Contract documents.

Such drafts must be accompanied by the following document:

A written certification by you that the proceeds of any draft drawn on this Letter of Credit will be used solely to indemnify the DOH against loss or damage suffered by it resulting from any act or omission described in the above paragraph.

We warrant to you that all drafts drawn in compliance with the terms of this Letter of Credit will be unconditionally and duly honored upon delivery of the documentation specified and presented to this office.

This Letter of Credit is irrevocable and shall be in full force and effect until notification in writing is received from you that a contract for Project_____ has been awarded and executed, whereupon this Letter of Credit shall automatically be canceled.

This Letter of Credit shall not be modified or amended except upon the written agreement of this Bank and the DOH.

Sincerely yours,

President

FORM OF NON-COLLUSIVE AFFIDAVIT

AFFIDAVIT

State of _____)

County of _____)

_____, being first duly sworn, deposes and says:

That he/she is,_____ the party making the foregoing proposal for bid, that such proposal or bid is genuine and not collusive or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not, in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, or to fix any overhead, profit or cost element of said bid price, or of that of any other bidder, or to secure any advantage against DOH or any person interested in the proposed contract, and that all statements in said proposal for bid are true.

Project No._____

Location _____

_____

Signature

_____

Name and Title

_____

Date

(Signature should be notarized.)

BIDDER'S CERTIFICATION OF ELIGIBILITY

By the submission of this bid, the bidder certifies that to the best of its knowledge and belief, neither it, nor any person or firm which has an interest in the bidder's firm, nor any of the bidder's subcontractors, is ineligible to:

(1) Be awarded contracts by any agency of the United States Government or HUD; or,

(2) Participate in HUD programs pursuant to 24 CFR part 24.

_____

(Name of Bidder)

_____

(Address)

BY: _____

Title: _____

**NOTE:** This certification is a material representation of fact upon which reliance is placed when making award. If it is later determined that the bidder knowingly rendered an erroneous certification, the contract may be terminated for default, and the bidder may be debarred or suspended from participation in HUD programs and other Federal programs.

## CERTIFICATION OF GENERAL BIDDERS ON CDBG-DR CONSTRUCTION PROJECTS

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he/she is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under the penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies that neither he/she nor any firm, corporation, partnership or association in which he/she has a substantial interest is designated as an ineligible contractor by the Comptroller General of the United States pursuant to Section 5.6 (b) of the Regulations of the Secretary of Labor, Part 5 (29 CFR, Part 5), or pursuant to Section 3 (a) of the Davis-Bacon Act, as amended (40 USC 276a). The undersigned further certifies that said undersigned is not presently debarred from doing public construction work in the State of Connecticut.

Date: _____

_____

Name of General Bidder

By _____

Signature

_____

Print name and Title

_____

Business Address

_____

Street Address City and State

OSHA-10 OSHA-10

## CERTIFICATION OF SUB- BIDDERS (IF ANY) ON CDBG-DR CONSTRUCTION PROJECTS

I. CERTIFICATION REGARDING HEALTH AND SAFETY

The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work; that all employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupation Safety and Health Administration that is at least ten hours in duration at the time the employee begins work and who shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and that he will comply fully with all laws and regulations applicable to awards of subcontracts subject to section 44F.

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

The undersigned further certifies under penalties of perjury that this subbid is in all responses bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies that neither he/she nor any firm, corporation, partnership or association in which he/she has a substantial interest is designated as an ineligible contractor by the Comptroller General of the United States pursuant to Section 5.6 (b) of the Regulations of the Secretary of Labor, Part 5 (29 CFR, Part 5), or pursuant to Section 3 (a) of the Davis-Bacon Act, as amended (40 USC 276a). The undersigned further certifies that said undersigned is not presently debarred from doing public construction work in the State of Connecticut.

Date _____

_____

Name of Sub-bidder

By _____

Signature

_____

Print Name and Title

_____

Business Name

_____

Street Address, City and State

BID BOND

KNOW ALL MEN BY THESE PRESENTS, that we, the undersigned, _____ _____as Principal, and _____Surety, are hereby held and firmly bound unto _____ as DOH in the penal sum of _____ , for the payment of which, well and truly be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns. Signed this _____ day of _____, 2014.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted to _____ a certain Bid, attached hereto and hereby made a part hereof to enter into a contract in writing, for the _____

_____

NOW, THEREFORE,

1. If said Bid shall be rejected, or in the alternate,
2. If said Bid shall be accepted and the Principal shall execute and deliver a contract in the Form of Contract attached hereto (properly completed in accordance with the Bid) and shall furnish a bond for this faithful performance of said contract, and for the payment of all person performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid,

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

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

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

_____ (L.S)
Principal

_____
Surety

SEAL By: _____

PERFORMANCE AND PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: THAT we,
_____, as

PRINCIPAL, and_____ , as SURETY,

are held firmly bound unto_____

_____hereinafter called the DOH, in
the penal sum of_____

_____ ($_____), for the
payment

of which sum we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally.

WHEREAS, Principal has entered into a certain Contract with DOH, dated _____, a copy of which is hereto attached and made a part hereof.

NOW, THEREFORE, the condition of this obligation is such that if the Principal shall in all respects fully perform the Contract and all duly authorized modifications thereof, during its original term and any extensions thereof that may be granted and during any guaranty period for which the Contract provides, and if the Principal shall fully satisfy all claims arising out of the prosecution of the work under the Contract and shall fully indemnify DOH for all expenses which it may incur by reason of such claims, including its attorney's fees and court costs, and if the Principal shall make full payment to all persons supplying labor, services, materials, or equipment in the prosecution of the work under the Contract, in default of which such persons shall have a direct right of action hereupon; and if the Principal shall pay or cause to be paid all sales and use taxes payable as a result of the performance of the Contract as well as payment of gasoline and special motor fuel taxes in the performance of the Contract and all motor vehicle fees required for commercial motor vehicles used in connection with the performance of the Contract, then this obligation shall be void; otherwise, it shall remain in full force and effect. No modification of the Contract or extension of the term thereof, nor any forbearance on the part of DOH shall in any way release the Principal or the Surety from liability hereunder. Notice to the Surety of any such modification, extension, or forbearance is hereby waived.

IN WITNESS WHEREOF, the aforesaid Principal and Surety have executed this instrument and affixed their seals hereto, this _____ day of _____.

_____ _____

Principal Surety

_____ _____

Name and Title

(Signatures must be notarized.)

(Power-of-Attorney for person signing for Surety Company must be attached to bond.)

The rate of premium on this bond is $_____ per thousand.

The total amount of premium charge is $_____.

(The above is to be filled in by Surety Company.)

CERTIFICATE AS TO CORPORATE PRINCIPAL

I, _____, certify that I am the

_____ Secretary of the corporation

named as Principal in the foregoing bond; that _____,

who signed the bond on behalf of the Principal, was then _____

of said corporation; that I know his/her signature thereto is genuine; and that said bond was fully signed, sealed, and attested for and in behalf of said corporation by authority of its governing body.

## SUBCONTRACTOR IDENTIFICATION

*(Provide additional forms for more subcontractors, as needed prior to execution.)*

This form is a part of your bid package and must be submitted along with the itemized and formal bid forms at the time of the bid opening. Failure to submit a completed document could result in the disqualification of your bid.

Name of Subcontractor: _____

Address: _____
Trade: _____
Hourly Wage: _$_____ Full Contract Price: _$_____
Federal Tax# or SSN #: _____
Male Owned Business _____ Female Owned Business_____
Is he/she of Hispanic or Latino ethnicity? Yes_____ No_____
Race: (Please check one)
____White ____American Indian/Alaskan Native
____Black/African American ____Hasidic Jew
____Asian/Pacific American

---

Name of Subcontractor: _____
Address: _____
Trade: _____
Hourly Wage: _$_____ Full Contract Price: _$_____
Federal Tax# or SSN #: _____
Male Owned Business _____ Female Owned Business_____
Is he/she of Hispanic or Latino ethnicity? Yes_____ No_____
Race: (Please check one)
____White ____American Indian/Alaskan Native
____Black/African American ____Hasidic Jew
____Asian/Pacific American

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Name of Subcontractor: _____
Address: _____
Trade: _____
Hourly Wage: _$_____ Full Contract Price: _$_____
Federal Tax# or SSN #: _____
Male Owned Business _____ Female Owned Business_____
Is he/she of Hispanic or Latino ethnicity? Yes_____ No_____
Race: (Please check one)
____White ____American Indian/Alaskan Native
____Black/African American ____Hasidic Jew
____Asian/Pacific American

---

_____ _____
Contractor's Signature Date

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY

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INSTRUCTIONS

---

This certification is required pursuant to Executive Order 11246 (30 F R 12319-25). The implementing rules and regulations provide that any bidder or prospective contractor, or any of their proposed subcontractors shall state as an initial part of the bid or negotiations of the contract whether it has participated in any previous contract or subcontract subject to the equal opportunity clause; and, if so, whether it has filed all compliance reports due under applicable instructions.

Where the certification indicates that the bidder has not filed a compliance report due under applicable instructions, such bidder shall be required to submit a compliance report within seven calendar days after bid opening. No contract shall be awarded unless such report is submitted.

---

CERTIFICATION OF BIDDER

---

Name and address of Bidder (include zip code)

---

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.
   ( ) YES ( ) NO
2. Compliance reports were required to be filed in connection with such contract or subcontract.
   ( ) YES ( ) NO
3. Bidder has filed all compliance reports due under applicable instructions, including SF.100.
   ( ) YES ( ) NO ( ) NOT REQUIRED
4. Have you ever seen or are you being considered for sanction due to violation of Executive Order 11246, as amended?
   ( ) YES ( ) NO

NAME AND TITLE OF SIGNER (Please type.)

---

_____ _____

SIGNATURE DATE

## CERTIFICATION OF BIDDERS REGARDING SECTION 3 AND SEGREGATED FACILITIES

Project Name:

Project No:

Name of Prime Contractor:

The undersigned hereby certifies that:

1. Section 3 provisions are included in the Contract
2. A written Section 3 plan was prepared and submitted as part of the bid proceedings (if bid equals or exceeds $100,000.00)
3. No segregated facilities will be maintained.

_____

Name and Title of Signer (Print or Type)

_____ _____

Signature Date

**CONTRACTOR**

**Section 3 Plan Format**

_____ agrees to implement the following specific affirmative action steps directed at increasing the utilization of lower income residents and business within the _____.

A. To ascertain from the DOH the exact boundaries of the Section 3 covered project area and where advantageous, seek the assistance of local officials in preparing and implementing the affirmative action plans.
B. To attempt to recruit from within the city the necessary number of lower income residents through: local advertising media, signs placed at the proposed site for the project, and community organizations and public or private institutions operating within or serving the project area such as Service Employment and Redevelopment (SER), Opportunities Industrialization Center (OIC), Urban League, Concentrated Employment Program, Hometown Plan, or the U. S. Employment Service.
C. To maintain a list of all lower income residents who have applied either on their own or on referral from any source, and to employ such persons, if otherwise eligible and if a vacancy exists.
D. To insert this Section 3 plan in all bid documents, and to require all bidders on subcontracts to submit a Section 3 Affirmative Action Plan including utilization goals and the specific steps planned to accomplish these goals.
E. To insure that contracts which are typically let on a negotiated rather than a bid basis in areas other than Section 3 covered project areas, are also let on a negotiated basis, wherever feasible, when let in a Section 3 covered project area.
F. To formally contact unions, subcontractors and trade associations to secure their cooperation for this program.
G. To insure that all appropriated project area business concerns are notified or pending subcontractural opportunities
H. To maintain records, including copies of correspondence, memoranda, etc., that document all above affirmative action steps have been taken.
I. To appoint or recruit an executive official of the company or agency as Equal Opportunity Officer to coordinate the implementation of the Section 3 plan.
J. To list on Table A, information related to subcontracts to be awarded.
K. To list on Table B, all projected workforce needs for all phases of this project by occupation, trade, skill level and number of positions.

As officers and representatives of _____

We, the undersigned, have read and fully agree to this Affirmative Action Plan, and become a party to the full implementation of this program.

| _____ | _____ | _____ |
|---|---|---|
| Signature | Title | Date |

***Loans, grants, contracts and subsidies for less than $100,000.00 will be exempt.***

**Table A**

**Proposed Subcontracts Breakdown**

For Period Covering _____, 20____ Through _____, 20____
*(Duration of CDBG-DR OORR Assisted Project)*

| *Column 1* | *Column 2* | *Column3* | *Column 4* | *Column 5* |
|---|---|---|---|---|
| Type of Contract (Business of Profession) | Total Number of Contracts | Total Approximate Dollar Amount | Estimated Number of Contracts to Project Area Businesses* | Estimated Dollar Amount to Project Area Businesses* |
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*The Project Area is defined as the Town/City boundaries in which the assisted project resides.

_____
Company

_____ _____
Project Name/Residence Project Number

_____ _____
EEO Officer or Designee's Signature Date

**Table B**

**Estimated Project Workforce Breakdown**

| *Column 1* | *Column 2* | *Column 3* | *Column 4* | *Column 5* |
|---|---|---|---|---|
| Job Category | Total Estimated Population | No. Positions Currently Occupied by Permanent Employees | No. Positions Not Currently Occupied | No. Positions to be filled with LIPAR* |
| Officers/Supervisors | | | | |
| Professionals | | | | |
| Technicians | | | | |
| Housing Sales/Rental Management | | | | |
| Office Clerical | | | | |
| Service Workers | | | | |
| Others | | | | |
| TRADE: | | | | |
| Journeymen | | | | |
| Helpers | | | | |
| Apprentices | | | | |
| Maximum No. of Trainees | | | | |
| Others | | | | |
| TRADE: | | | | |
| Journeymen | | | | |
| Helpers | | | | |
| Apprentices | | | | |
| Maximum No. of Trainees | | | | |
| Others | | | | |
| TRADE: | | | | |
| Journeymen | | | | |
| Helpers | | | | |
| Apprentices | | | | |
| Maximum No. of Trainees | | | | |
| Others | | | | |
| Total | | | | |

**Lower Income Project Area Residents. Individuals residing within the project area whose family income does not exceed 80% of the area median income in the SMSA.*

_____

Company

## Green Building Standards Checklist

### HUD CPD Green Building Retrofit Checklist

The CPD Green Retrofit Checklist promotes energy efficiency and green building practices for residential retrofit projects. Grantees must follow the checklist in its entirety and apply all measures within the Checklist to the extent applicable to the particular building type being retrofitted. The phrase "when replacing" in the Checklist refers to the mandatory replacement with specified green improvements, products, and fixtures only when replacing those systems during the normal course of the retrofit.

**WATER AND ENERGY CONSERVATION MEASURES**

N/A **Water-Conserving Fixtures**

Install or retrofit water conserving fixtures in any unit and common facility, use the following specifications: Toilets-- 1.28 gpf; Urinals-- 0.5 gpf; Showerheads-- 2.0 gpm; Kitchen faucets-- 2.0 gpm; and Bathroom faucets-- 1.5gpm. [gpf = gallons per flush; gpm = gallons per minute]

N/A **ENERGY STAR Appliances**

Install ENERGY STAR-labeled clothes washers, dishwashers, and refrigerators, if these appliance categories are provided in units or common areas.

X **Air Sealing: Building Envelope**

Seal all accessible gaps and penetrations in the building envelope. If applicable, use low VOC caulk or foam.

N/A **Insulation: Attic** (if applicable to building type)

For attics with closed floor cavities directly above the conditioned space, blow in insulation per manufacturer's specifications to a minimum density of 3.5 Lbs. per cubic foot (CF). For attics with open floor cavities directly above the conditioned space, install insulation to meet or exceed IECC levels.

N/A **Insulation: Flooring** (if applicable to building type)

Install ≥ R-19 insulation in contact with the subfloor in buildings with floor systems over vented crawl spaces. Install a 6-mil vapor barrier in contact with 100% of the floor of the crawl space (the ground), overlapping seams and piers at least 6 inches.

N/A **Duct Sealing** (if applicable to building type)

In buildings with ducted forced-air heating and cooling systems, seal all penetrations of the air distribution system to reduce leakage in order to meet or exceed ENERGY STAR for Homes' duct leakage standard.

N/A **Air Barrier System**

Ensure continuous unbroken air barrier surrounding all conditioned space and dwelling units. Align insulation completely and continuously with the air barrier.

N/A **Radiant Barriers: Roofing**

When replacing or making a substantial repair to the roof, use radiant barrier sheathing or other radiant barrier material; if economically feasible, also use cool roofing materials.

N/A **Windows**

When replacing windows, install geographically appropriate ENERGY STAR rated windows.

X **Sizing of Heating and Cooling Equipment**

When replacing, size heating and cooling equipment in accordance with the Air Conditioning Contractors of America (ACCA) Manuals, Parts J and S, or 2012 ASHRAE Handbook--HVAC Systems and Equipment or most recent edition.

X **Domestic Hot Water Systems**

When replacing domestic water heating system(s), ensure the system(s) meet or exceed the efficiency requirements of ENERGY STAR for Homes' Reference Design. Insulate pipes by at least R-4.

N/A **Efficient Lighting: Interior Units**

Follow the guidance appropriate for the project type: install the ENERGY STAR Advanced Lighting Package (ALP); ***OR*** follow the ENERGY STAR MFHR program guidelines, which require that 80% of installed lighting fixtures within units must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; ***OR*** when replacing, new fixtures and ceiling fans must meet or exceed ENERGY STAR efficiency levels.

N/A **Efficient Lighting: Common Areas and Emergency Lighting** (if applicable to building type)

Follow the guidance appropriate for the project type: use ENERGY STAR-labeled fixtures or any equivalent high-performance lighting fixtures and bulbs in all common areas; ***OR*** when replacing, new common space and emergency lighting fixtures must meet or exceed ENERGY STAR efficiency levels. For emergency lighting, if installing new or replacing, all exist signs shall meet or exceed LED efficiency levels and conform to local building codes.

N/A **Efficient Lighting: Exterior**

Follow the guidance appropriate for the project type: install ENERGY STAR-qualified fixtures or LEDs with a minimum efficacy of 45 lumens/watt; ***OR*** follow the ENERGY STAR MFHR program guidelines, which require that 80% of outdoor lighting fixtures must be ENERGY STAR-qualified or have ENERGY STAR-qualified lamps installed; ***OR*** when replacing, install ENERGY STAR compact fluorescents or LEDs with a minimum efficacy of 45 lumens/watt.

## INDOOR AIR QUALITY

N/A **Air Ventilation: Single Family and Multifamily** (three stories or fewer)

Install an in-unit ventilation system capable of providing adequate fresh air per ASHRAE 62.2 requirements.

N/A **Air Ventilation: Multifamily** (four stories or more)

Install apartment ventilation systems that satisfy ASHRAE 62.2 for all dwelling units and common area ventilation systems that satisfy ASHRAE 62.1 requirements. If economically feasible, consider heat/energy recovery for 100% of corridor air supply.

N/A **Composite Wood Products that Emit Low/No Formaldehyde**

Composite wood products must be certified compliant with California 93120. If using a composite wood product that does not comply with California 93120, all exposed edges and sides must be sealed with low-VOC sealants.

X **Environmentally Preferable Flooring**

When replacing flooring, use environmentally preferable flooring, including the FloorScore certification. Any carpet products used must meet the Carpet and Rug Institute's Green Label or Green Label Plus certification for carpet, pad, and carpet adhesives.

X **Low/No VOC Paints and Primers**

All interior paints and primers must be less than or equal to the following VOC levels: Flats--50 g/L; Non-flats--50 g/L; Floor--100 g/L. [g/L = grams per liter; levels are based on a combination of the Master Painters Institute (MPI) and GreenSeal standards.]

X **Low/No VOC Adhesives and Sealants**

All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants must comply with regulation 8, rule 51, of the Bay Area Air Quality Management District.

N/A **Clothes Dryer Exhaust**

Vent clothes dryers directly to the outdoors using rigid-type duct work.

X **Mold Inspection and Remediation**

Inspect the interior and exterior of the building for evidence of moisture problems. Document the extent and location of the problems, and implement the proposed repairs according to the Moisture section of the EPA Healthy Indoor Environment Protocols for Home Energy Upgrades.

X **Combustion Equipment**

When installing new space and water-heating equipment, specify power-vented or direct vent combustion equipment.

X **Mold Prevention: Water Heaters**

Provide adequate drainage for water heaters that includes drains or catch pans with drains piped to the exterior of the dwelling.

N/A **Mold Prevention: Surfaces**

When replacing or repairing bathrooms, kitchens, and laundry rooms, use materials that have durable, cleanable surfaces.

N/A **Mold Prevention: Tub and Shower Enclosures**

When replacing or repairing tub and/or shower enclosures, use non-paper-faced backing materials such as cement board, fiber cement board, or equivalent in bathrooms.

N/A **Integrated Pest Management**

Seal all wall, floor, and joint penetrations with low-VOC caulking or other appropriate sealing methods to prevent pest entry. [If applicable, provide training to multifamily buildings staff.]

X **Lead-Safe Work Practices**

For properties built before 1978, if the project will involve disturbing painted surfaces or cleaning up lead contaminated dust or soil, use certified renovation or lead abatement contractors and workers using lead-safe work practices and clearance examinations consistent with the more stringent of EPA's Renovation, Repair, and Painting Rule and HUD’s Lead Safe Housing Rule.

N/A **Radon Testing and Mitigation** (if applicable based on building location)

For buildings in EPA Radon Zone 1 or 2, test for radon using the current edition of American Association of Radon Scientists and Technologists (AARST)'s Protocols for Radon Measurement in Homes Standard for Single-Family Housing or Duplexes, or AARST's Protocol for Conducting Radon and Radon Decay Product Measurements in Multifamily Buildings. To install radon mitigation systems in buildings with radon level of 4 pCi/L or more, use ASTM E 2121 for single-family housing or duplexes, or AARST's Radon Mitigation Standards for Multifamily Buildings. For new construction, use AARST's Reducing Radon in New Construction of 1 & 2 Family Dwellings and Townhouses, or ASTM E 1465.

# Section 2: General Conditions for Construction Contracts

Based on HUD form 5370

**Applicability. This form is applicable to any construction/development contract greater than $100,000.**

This form includes those clauses required by OMB's common rule on grantee procurement, implemented at HUD in 24 CFR 85.36, and those requirements set forth in Section 3 of the Housing and Urban Development Act of 1968 and its amendment by the Housing and Community Development Act of 1992, implemented by HUD at 24 CFR Part 135.

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**1.** Definitions

(a) "Architect" means the person or other entity engaged by DOH to perform architectural, engineering, design, and other services related to the work as provided for in the contract. When DOH uses an engineer to act in this capacity, the terms "architect" and "engineer" shall be synonymous. The Architect shall serve as a technical representative of the Contracting Officer. The Architect's authority is as set forth elsewhere in this contract.

(b) "Contract" means the contract entered into between DOH and the Contractor. It includes the forms of Bid, the Bid Bond, the Performance and Payment Bond or Bonds or other assurance of completion, the Certifications, Representations, and Other Statements of Bidders (form HUD-5370), these General Conditions of the Contract for Construction (form HUD-5370), the applicable wage rate determinations from the U.S. Department of Labor (when applicable), any special conditions included elsewhere in the contract, the specifications, and drawings. It includes all formal changes to any of those documents by addendum, change order, or other modification.

(c) "Contracting Officer" means the person delegated the authority by DOH to enter into, administer, and/or terminate this contract and designated as such in writing to the Contractor. The term includes any successor Contracting Officer and any duly authorized representative of the Contracting Officer also designated in writing. The Contracting Officer shall be deemed the authorized agent of DOH in all dealings with the Contractor.

(d) "Contractor" means the person or other entity entering into the contract with DOH to perform all of the work required under the contract.

(e) "Drawings" means the drawings enumerated in the schedule of drawings contained in the Specifications and as described in the contract clause entitled Specifications and Drawings for Construction herein.

(f) "DOH" means the State Department of Housing including the Commissioner, or any other person designated to act on its behalf.

(g) "HUD" means the United States of America acting through the Department of Housing and Urban Development including the Secretary, or any other person designated to act on its behalf. HUD has agreed, subject to the provisions of an Annual Contributions Contract (ACC), to provide financial assistance to DOH, which includes assistance in financing the work to be performed under this contract. As defined elsewhere in these General Conditions or the contract documents, the determination of HUD may be required to authorize changes in the work or for release of funds to DOH for payment to the Contractor. Notwithstanding HUD's role, nothing in this contract shall be construed to create any contractual relationship between the Contractor and HUD.

(h) "Grantee" means the State of Connecticut Department of Housing (DOH).

(i) "Homeowner" means the owner(s) of the real property for which project is taking place and is a party to the contract.

(j) "Project" means the entire project, whether construction or rehabilitation, the work for which is provided for in whole or in part under this contract.

(k) "Specifications" means the written description of the technical requirements for construction and includes the criteria and tests for determining whether the requirements are met.

(l) "Work" means materials, workmanship, and manufacture and fabrication of components.

**2. Contractor's Responsibility for Work**

(a) The Contractor shall furnish all necessary labor, materials, tools, equipment, and transportation necessary for performance of the work. The Contractor shall also furnish all necessary water, heat, light, and power not made available to the Contractor by the Homeowner pursuant to the clause entitled Access to the Premises Section 5.3 of Homeowner Rehabilitation Agreement herein.

(b) The Contractor shall perform on the site, and with its own organization, work equivalent to at least 15 percent of the total amount of work to be performed under the order. This percentage may be reduced by a supplemental agreement to this order if, during performing the work, the Contractor requests a reduction and the Contracting Officer determines that the reduction would be to the advantage of DOH.

(c) At all times during performance of this contract and until the work is completed and accepted, the Contractor shall directly superintend the work or assign and have on the work site a competent superintendent who is satisfactory to the Contracting Officer and has authority to act for the Contractor.

(d) The Contractor shall be responsible for all damages to persons or property that occur as a result of the Contractor's fault or negligence, and shall take proper safety and health precautions to protect the work, the workers, the public, and the property of others. The Contractor shall hold and save DOH, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance. The Contractor shall also be responsible for all materials delivered and work performed until completion and acceptance of the entire work, except for any completed unit of work which may have been accepted under the contract.

(e) The Contractor shall lay out the work from base lines and bench marks indicated on the drawings and be responsible for all lines, levels, and measurements of all work executed under the contract. The Contractor shall verify the figures before laying out the work and will be held responsible for any error resulting from its failure to do so.

(f) The Contractor shall confine all operations (including storage of materials) on Homeowner premises to areas authorized or approved by the Contracting Officer.

(g) The Contractor shall at all times keep the work area, including storage areas, free from accumulations of waste materials. After completing the work and before final inspection, the Contractor shall (1) remove from the premises all scaffolding, equipment, tools, and materials (including rejected materials) that are not the property of the Homeowner and all rubbish caused by its work; (2) leave the work area in a clean, neat, and orderly condition satisfactory to the Contracting Officer; (3) perform all specified tests; and, (4) deliver the installation in complete and operating condition.

(h) The Contractor's responsibility will terminate when all work has been completed, the final inspection made, and the work accepted by the Contracting Officer. The

Contractor will then be released from further obligation except as required by the warranties specified elsewhere in the contract.

**3. Architect's Duties, Responsibilities, and Authority**

(a) The Architect for this contract, and any successor, shall be designated in writing by the Contracting Officer.

(b) The Architect shall serve as the Contracting Officer's technical representative with respect to architectural, engineering, and design matters related to the work performed under the contract. The Architect may provide direction on contract performance. Such direction shall be within the scope of the contract and may not be of a nature which: (1) institutes additional work outside the scope of the contract; (2) constitutes a change as defined in the Changes clause herein; (3) causes an increase or decrease in the cost of the contract; (4) alters the Construction Progress Schedule; or (5) changes any of the other express terms or conditions of the contract.

(c) The Architect's duties and responsibilities may include but shall not be limited to:

(1) Making periodic visits to the work site, and on the basis of his/her on-site inspections, issuing written reports to DOH which shall include all observed deficiencies. The Architect shall file a copy of the report with the Contractor's designated representative at the site;

(2) Making modifications in drawings and technical specifications and assisting the Contracting Officer in the preparation of change orders and other contract modifications for issuance by the Contracting Officer;

(3) Reviewing and making recommendations with respect to - (i) the Contractor's construction progress schedules; (ii) the Contractor's shop and detailed drawings; (iii) the machinery, mechanical and other equipment and materials or other articles proposed for use by the Contractor; and, (iv) the Contractor's price breakdown and progress payment estimates; and,

(4) Assisting in inspections, signing Certificates of Completion, and making recommendations with respect to acceptance of work completed under the contract.

**4. Other Contracts**

DOH may undertake or award other contracts for additional work at or near the site of the work under this contract. The Contractor shall fully cooperate with the other contractors and with DOH employees and shall carefully adapt scheduling and performing the work under this contract to accommodate the additional work, heeding any direction that may be provided by the Contracting Officer. The Contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or by DOH employees

Construction Requirements

**5. Pre-construction Conference and Notice to Proceed**

(a) Upon scheduling of the contract execution, and prior to the commencement of work, the Contractor shall attend a preconstruction conference with representatives of DOH, its Architect, and other interested parties convened by DOH. The conference will serve to acquaint the participants with the general plan of the construction operation and all other requirements of the contract. DOH or its Architect will provide the Contractor with the date, time, and place of the conference.

(b) The contractor shall begin work upon receipt of a written Notice to Proceed from the Contracting Officer or designee. The Contractor shall not begin work prior to receiving such notice. Such notice shall not be prior to the homeowners three (3) day Notice of Cancellation period.

**6. Site Investigation and Conditions Affecting the Work**

(a) The Contractor acknowledges that it has taken steps reasonably necessary to ascertain the nature and location of the work, and that it has investigated and satisfied itself as to the general and local conditions which can affect the work or its cost, including but not limited to, (1) conditions bearing upon transportation, disposal, handling, and storage of materials; (2) the availability of labor, water, electric power, and roads;(3) uncertainties of weather, river stages, tides, or similar physical conditions at the site; (4) the conformation and conditions of the ground; and (5) the character of equipment and facilities needed preliminary to and during work performance. The Contractor also acknowledges that it has satisfied itself as to the character, quality, and quantity of surface and subsurface materials or obstacles to be encountered insofar as this information is reasonably ascertainable from an inspection of the site, including all exploratory work done by DOH, as well as from the drawings and specifications made a part of this contract. Any failure of the Contractor to take the actions described and acknowledged in this paragraph will not relieve the Contractor from responsibility for estimating properly the difficulty and cost of successfully performing the work, or for proceeding to successfully perform the work without additional expense to DOH.

(b) DOH assumes no responsibility for any conclusions or interpretations made by the Contractor based on the information made available by DOH. Nor does DOH assume responsibility for any understanding reached or representation made concerning conditions which can affect the work by any of its officers or agents before the execution of this contract, unless that understanding or representation is expressly stated in the contract.

**7. Differing Site Conditions**

(a) The Contractor shall promptly, and before the conditions are disturbed, give a written notice to the Contracting Officer of (1) subsurface or latent physical conditions at the site which differ materially from those indicated in this contract, or (2) unknown physical conditions at the site(s), of an unusual nature, which differ materially from those ordinarily encountered and generally recognized as inhering in work of the character provided for in the contract.

(b) The Contracting Officer shall investigate the site conditions promptly after receiving the notice. Work shall not proceed at the affected site, except at the Contractor's risk, until the Contracting Officer has provided written instructions to the Contractor. If the conditions do materially so differ and cause an increase or decrease in the Contractor's cost of, or the time required for, performing any part of the work under this contract, whether or not changed as a result of the conditions, the Contractor shall file a claim in writing to DOH within ten days after receipt of such instructions and, in any event, before proceeding with the work. An equitable adjustment in the contract price, the delivery schedule, or both shall be made under this clause and the

contract modified in writing accordingly.

(c) No request by the Contractor for an equitable adjustment to the contract under this clause shall be allowed, unless the Contractor has given the written notice required; provided, that the time prescribed in (a) above for giving written notice may be extended by the Contracting Officer.

(d) No request by the Contractor for an equitable adjustment to the contract for differing site conditions shall be allowed if made after final payment under this contract.

**8. Specifications and Drawings for Construction**

(a) The Contractor shall keep on the work site a copy of the drawings and specifications and shall at all times give the Contracting Officer access thereto. Anything mentioned in the specifications and not shown on the drawings, or shown on the drawings and not mentioned in the specifications, shall be of like effect as if shown or mentioned in both. In case of difference between drawings and specifications, the specifications shall govern. In case of discrepancy in the figures, in the drawings, or in the specifications, the matter shall be promptly submitted to the Contracting Officer, who shall promptly make a determination in writing. Any adjustment by the Contractor without such a determination shall be at its own risk and expense. The Contracting Officer shall furnish from time to time such detailed drawings and other information as considered necessary, unless otherwise provided.

(b) Wherever in the specifications or upon the drawings the words "directed", "required", "ordered", "designated", "prescribed", or words of like import are used, it shall be understood that the "direction", "requirement", "order", "designation", or "prescription", of the Contracting Officer is intended and similarly the words "approved", "acceptable", "satisfactory", or words of like import shall mean "approved by", or "acceptable to", or "satisfactory to" the Contracting Officer, unless otherwise expressly stated.

(c) Where "as shown", "as indicated", "as detailed", or words of similar import are used, it shall be understood that the reference is made to the drawings accompanying this contract unless stated otherwise. The word "provided" as used herein shall be understood to mean "provide complete in place" that is "furnished and installed".

(d) "Shop drawings" means drawings, submitted to DOH by the Contractor, subcontractor, or any lower tier subcontractor, showing in detail (1) the proposed fabrication and assembly of structural elements and (2) the installation (i.e., form, fit, and attachment details) of materials of equipment. It includes drawings, diagrams, layouts, schematics, descriptive literature, illustrations, schedules, performance and test data, and similar materials furnished by the Contractor to explain in detail specific portions of the work required by the contract. DOH may duplicate, use, and disclose in any manner and for any purpose shop drawings delivered under this contract.

(e) If this contract requires shop drawings, the Contractor shall coordinate all such drawings, and review them for accuracy, completeness, and compliance with other contract requirements and shall indicate its approval thereon as evidence of such coordination and review. Shop drawings submitted to the Contracting Officer without evidence of the Contractor's approval may be returned for resubmission. The Contracting Officer will indicate an approval or disapproval of the shop drawings and if not approved as submitted shall indicate DOH's reasons therefore. Any work done before such approval shall be at the Contractor's risk. Approval by the Contracting Officer shall not relieve the Contractor from responsibility for any errors or omissions in such drawings, nor from responsibility for complying with the requirements of this contract, except with respect to variations described and approved in accordance with (f) below.

(f) If shop drawings show variations from the contract requirements, the Contractor shall describe such variations in writing, separate from the drawings, at the time of submission. If the Architect approves any such variation and the Contracting Officer concurs, the Contracting Officer shall issue an appropriate modification to the contract, except that, if the variation is minor or does not involve a change in price or in time of performance, a modification need not be issued.

(g) It shall be the responsibility of the Contractor to make timely requests of DOH for such large scale and full size drawings, color schemes, and other additional information, not already in his possession, which shall be required in the planning and production of the work. Such requests may be submitted as the need arises, but each such request shall be filed in ample time to permit appropriate action to be taken by all parties involved so as to avoid delay.

(h) The Contractor shall submit to the Contracting Officer for approval four copies (unless otherwise indicated) of all shop drawings as called for under the various headings of these specifications. Three sets (unless otherwise indicated) of all shop drawings, will be retained by DOH and one set will be returned to the Contractor. As required by the Contracting Officer, the Contractor, upon completing the work under this contract, shall furnish a complete set of all shop drawings as finally approved. These drawings shall show all changes and revisions made up to the time the work is completed and accepted.

(i) This clause shall be included in all subcontracts at any tier. It shall be the responsibility of the Contractor to ensure that all shop drawings prepared by subcontractors are submitted to the Contracting Officer.

**9. Material and Workmanship**

(a) All equipment, material, and articles furnished under this contract shall be new and of the most suitable grade for the purpose intended, unless otherwise specifically provided in this contract. References in the contract to equipment, material, articles, or patented processes by trade name, make, or catalog number, shall be regarded as establishing a standard of quality and shall not be construed as limiting competition. The Contractor may, at its option, use any equipment, material, article, or process that, in the judgment of, and as approved by the Contracting Officer, is equal to that named in the specifications, unless otherwise specifically provided in this contract.

(b) Approval of equipment and materials.

(1) The Contractor shall obtain the Contracting Officer's approval of the machinery and mechanical and other equipment to be incorporated into the work. When requesting approval, the Contractor shall furnish to the Contracting Officer the name of the manufacturer, the model number, and other information concerning the performance, capacity, nature, and rating of the machinery and mechanical and other equipment. When required by this contract or by the Contracting Officer, the Contractor shall also obtain the Contracting Officer's approval of the material or articles which the Contractor contemplates incorporating into the work. When requesting approval, the Contractor shall provide full information concerning the material or articles. Machinery, equipment, material, and articles that do not have the required approval shall be installed or used at the risk of subsequent rejection.

(2) When required by the specifications or the Contracting Officer, the Contractor shall submit appropriately marked samples (and certificates related to them) for approval at the Contractor's expense, with all shipping charges prepaid. The Contractor shall label, or otherwise properly mark on the container, the material or product represented, its place of origin, the name of the producer, the Contractor's name, and the identification of the construction project for which the material or product is intended to be used.

(3) Certificates shall be submitted in triplicate, describing each sample submitted for approval and certifying that the material, equipment or accessory complies with contract requirements. The certificates shall include the name and brand of the product, name of manufacturer, and the location where produced.

(4) Approval of a sample shall not constitute a waiver of DOH right to demand full compliance with contract requirements. Materials, equipment and accessories may be rejected for cause even though samples have been approved.

(5) Wherever materials are required to comply with recognized standards or specifications, such specifications shall be accepted as establishing the technical qualities and testing methods, but shall not govern the number of tests required to be made nor modify other contract requirements. The Contracting Officer may require laboratory test reports on items submitted for approval or may approve materials on the basis of data submitted in certificates with samples. Check tests will be made on materials delivered for use only as frequently as the Contracting Officer determines necessary to insure compliance of materials with the specifications. The Contractor will assume all costs of retesting materials which fail to meet contract requirements and/or testing materials offered in substitution for those found deficient.

(6) After approval, samples will be kept in the Project office until completion of work. They may be built into the work after a substantial quantity of the materials they represent has been built in and accepted.

(c) Requirements concerning lead-based paint. The Contractor shall comply with the requirements concerning lead-based paint contained in the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846) as implemented by 24 CFR Part 35, HUD's Lead Safe Housing Rule and EPA's Repair Renovation, and Painting Rule at 40 CFR.80 Subpart E.

**10. Permits and Codes**

The Contractor shall give all notices and comply with all applicable laws, ordinances, codes, rules and regulations. Notwithstanding the requirement of the Contractor to comply with the drawings and specifications in the contract, all work installed shall comply with all applicable codes and regulations as amended by any waivers. Before installing the work, the Contractor shall examine the drawings and the specifications for compliance with applicable codes and regulations bearing on the work and shall immediately report any discrepancy it may discover to the Contracting Officer. Where the requirements of the drawings and specifications fail to comply with the applicable code or regulation, the Contracting Officer shall modify the contract by change order pursuant to the clause entitled Changes herein to conform to the code or regulation.

(a) The Contractor shall secure and pay for all permits, fees, and licenses necessary for the proper execution and completion of the work. Where DOH can arrange for the issuance of all or part of these permits, fees and licenses, without cost to the Contractor, the contract amount shall be reduced accordingly.

**11. Health, Safety, and Accident Prevention**

(a) In performing this contract, the Contractor shall:

(1) Ensure that no laborer or mechanic shall be required to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his/her health and/or safety as determined under construction safety and health standards promulgated by the Secretary of Labor by regulation;

(2) Protect the lives, health, and safety of other persons;

(3) Prevent damage to property, materials, supplies, and equipment; and,

(4) Avoid work interruptions.

(b) For these purposes, the Contractor shall:

(1) Comply with regulations and standards issued by the Secretary of Labor at 29 CFR Part 1926. Failure to comply may result in imposition of sanctions pursuant to the Contract Work Hours and Safety Standards Act (Public Law 91-54, 83 Stat. 96), 40 U.S.C. 3701 et seq.; and

(2) Include the terms of this clause in every subcontract so that such terms will be binding on each subcontractor.

(c) The Contractor shall maintain an accurate record of exposure data on all accidents incident to work performed under this contract resulting in death, traumatic injury, occupational disease, or damage to property, materials, supplies, or equipment, and shall report this data in the manner prescribed by 29 CFR Part 1904.

(d) The Contracting Officer shall notify the Contractor of any noncompliance with these requirements and of the corrective action required. This notice, when delivered to the Contractor or the Contractor's representative at the site of the work, shall be deemed sufficient notice of the noncompliance and corrective action required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to take corrective action promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not base any claim or request for equitable adjustment for additional time or money on any stop order issued under these circumstances.

(e) The Contractor shall be responsible for its subcontractors' compliance with the provisions of this clause. The Contractor shall take such action with respect to any subcontract as DOH, the Secretary of Housing and Urban Development, or the Secretary of Labor shall direct as a means of enforcing such provisions.

**12. Temporary Heating**

The Contractor shall provide and pay for temporary heating, covering, and enclosures necessary to properly protect all work and materials against damage by dampness and cold, to dry out the work, and to facilitate the completion of the work. Any permanent heating equipment used shall be turned over to the Homeowner in the condition and at the time required by the specifications.

**13. Availability and Use of Utility Services**

(a) The Homeowner shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The Contractor shall carefully conserve any utilities furnished without charge.

(b) The Contractor, at its expense and in a manner satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines. Before final acceptance of the work by DOH, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia.

**14. Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements**

(a) The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed under this contract, and which do not unreasonably interfere with the work required under this contract.

(b) The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during performance of this contract, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

(c) The Contractor shall protect from damage all existing improvements and utilities (1) at or near the work site and (2) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. Prior to disturbing the ground at the construction site, the Contractor shall ensure that all underground utility lines are clearly marked.

(d) The Contractor shall shore up, brace, underpin, secure, and protect as necessary all foundations and other parts of existing structures adjacent to, adjoining, and in the vicinity of the site, which may be affected by the excavations or other operations connected with the construction of the project.

(e) Any equipment temporarily removed as a result of work under this contract shall be protected, cleaned, and replaced in the same condition as at the time of award of this contract.

(f) New work which connects to existing work shall correspond in all respects with that to which it connects and/or be similar to existing work unless otherwise required by the specifications.

(g) No structural members shall be altered or in any way weakened without the written authorization of the Contracting Officer, unless such work is clearly specified in the plans or specifications.

(h) If the removal of the existing work exposes discolored or unfinished surfaces, or work out of alignment, such surfaces shall be refinished, or the material replaced as necessary to make the continuous work uniform and harmonious. This, however, shall not be construed to require the refinishing or reconstruction of dissimilar finishes previously exposed, or finished surfaces in good condition, but in different planes or on different levels when brought together by the removal of intervening work, unless such refinishing or reconstruction is specified in the plans or specifications.

(i) The Contractor shall give all required notices to any adjoining or adjacent property owner or other party before the commencement of any work.

(j) The Contractor shall indemnify and save harmless DOH from any damages on account of settlement or the loss of lateral support of adjoining property, any damages from changes in topography affecting drainage, and from all loss or expense and all damages for which DOH may become liable in consequence of such injury or damage to adjoining and adjacent structures and their premises.

(k) The Contractor shall repair any damage to vegetation, structures, equipment, utilities, or improvements, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

**15. Temporary Buildings and Transportation of Materials**

(a) Temporary buildings (e.g., storage sheds, shops, offices, sanitary facilities) and utilities may be erected by the Contractor only with the approval of the Contracting Officer and shall be built with labor and materials furnished by the Contractor without expense to DOH. The

temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the Contracting Officer, the buildings and utilities may be abandoned and need not be removed.

(b) The Contractor shall, as directed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any federal, state, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.

**16. Clean Air and Water**

The contactor shall comply with the Clean Air Act, as amended, 42 USC 7401 et seq., the Federal Water Pollution Control Water Act, as amended, 33 U.S.C. 1251 et seq., and standards issued pursuant thereto in the facilities in which this contract is to be performed.

**17. Energy Efficiency**

The Contractor shall comply with mandatory standards and policies relating to energy efficiency which are contained in the energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub.L. 94-163) for the State in which the work under the contract is performed.

**18. Green Building Standards**

DOH will require that all replacement of residential properties, including reconstruction and new construction of substantially damaged properties meet the Enterprise Green Communities Standard.

For those buildings that are non-substantially damaged, DOH will require that they be rehabilitated following the HUD CPD Green Buildings Retrofit Checklist. The requirement for rehabilitation is that to the extent possible strive to meet the checklist standard where there are Energy Star, Water Sense and Federal Management Program-designed products available.

DOH strongly encourages the use of green infrastructure techniques to mitigate against storm water run-off and flooding and incorporate EPA's Green Infrastructure resources to the extent feasible.

**19. Inspection and Acceptance of Construction**

(a) Definitions. As used in this clause -

(1) "Acceptance" means the act of an authorized representative of DOH by which DOH approves of the work performed under this contract. Acceptance may be partial or complete.

"Inspection" means examining and testing the work performed under the contract (including, when appropriate, raw materials, equipment, components, and intermediate assemblies) to determine whether it conforms to contract requirements.

(1) "Testing" means that element of inspection that determines the properties or elements, including functional operation of materials, equipment, or their components, by the application of established scientific principles and procedures.

(b) The Contractor shall maintain an adequate inspection system and perform such inspections as will ensure that the work performed under the contract conforms to contract requirements. All work is subject to DOH inspection and test at all places and at all reasonable times before acceptance to ensure strict compliance with the terms of the contract.

(c) DOH inspections and tests are for the sole benefit of DOH and do not: (1) relieve the Contractor of responsibility for providing adequate quality control measures; (2) relieve the Contractor of responsibility for loss or damage of the material before acceptance; (3) constitute or imply acceptance; or, (4) affect the continuing rights of DOH after acceptance of the completed work under paragraph (j) below.

(d) The presence or absence of DOH inspector does not relieve the Contractor from any contract requirement, nor is the inspector authorized to change any term or condition of the specifications without the Contracting Officer's written authorization. All instructions and approvals with respect to the work shall be given to the Contractor by the Contracting Officer.

(e) The Contractor shall promptly furnish, without additional charge, all facilities, labor, and material reasonably needed for performing such safe and convenient inspections and tests as may be required by the Contracting Officer. DOH may charge to the Contractor any additional cost of inspection or test when work is not ready at the time specified by the Contractor for inspection or test, or when prior rejection makes reinspection or retest necessary. DOH shall perform all inspections and tests in a manner that will not unnecessarily delay the work. Special, full size, and performance tests shall be performed as described in the contract.

(f) DOH may conduct routine inspections of the construction site on a daily basis.

(g) The Contractor shall, without charge, replace or correct work found by DOH not to conform to contract requirements, unless DOH decides that it is in its interest to accept the work with an appropriate adjustment in contract price. The Contractor shall promptly segregate and remove rejected material from the premises.

(h) If the Contractor does not promptly replace or correct rejected work, DOH may (1) by contract or otherwise, replace or correct the work and charge the cost to the Contractor, or (2) terminate for default the Contractor's right to proceed.

(i) If any work requiring inspection is covered up without approval of DOH, it must, if requested by the Contracting Officer, be uncovered at the expense of the Contractor. If at any time before final acceptance of the entire work, DOH considers it necessary or advisable, to examine work already completed by removing or tearing it out, the Contractor, shall on request, promptly furnish all necessary facilities, labor, and material. If such work is found to be defective or nonconforming in any material respect due to the fault of the Contractor or its

subcontractors, the Contractor shall defray all the expenses of the examination and of satisfactory reconstruction. If, however, such work is found to meet the requirements of the contract, the Contracting Officer shall make an equitable adjustment to cover the cost of the examination and reconstruction, including, if completion of the work was thereby delayed, an extension of time.

(j) The Contractor shall notify the Contracting Officer, in writing, as to the date when in its opinion all or a designated portion of the work will be substantially completed and ready for inspection. If the Architect determines that the state of preparedness is as represented, DOH will promptly arrange for the inspection. Unless otherwise specified in the contract, DOH shall accept, as soon as practicable after completion and inspection, all work required by the contract or that portion of the work the Contracting Officer determines and designates can be accepted separately. Acceptance shall be final and conclusive except for latent defects, fraud, gross mistakes amounting to fraud, or DOH's right under any warranty or guarantee.

**20. Use and Possession Prior to Completion**

(a) If applicable, the Homeowner may have the right to take possession of or use any completed or partially completed part of the work. Before taking possession of or using any work, the Contracting Officer shall furnish the Contractor a list of items of work remaining to be performed or corrected on those portions of the work that the Homeowner intends to take possession of or use. However, failure of the Contracting Officer to list any item of work shall not relieve the Contractor of responsibility for complying with the terms of the contract. The Homeowner's possession or use shall not be deemed an acceptance of any work under the contract.

(b) While the Homeowner has such possession or use, the Contractor shall be relieved of the responsibility for (1) the loss of or damage to the work resulting from the Homeowner's possession or use, notwithstanding the terms of the clause entitled Permits and Codes herein; (2) all maintenance costs on the areas occupied; and, (3) furnishing heat, light, power, and water used in the areas occupied without proper renuneration therefore. If prior possession or use by the Homeowner delays the progress of the work or causes additional expense to the Contractor, an equitable adjustment shall be made in the contract price or the time of completion, and the contract shall be modified in writing accordingly.

**21. Warranty of Title**

The Contractor warrants good title to all materials, supplies, and equipment incorporated in the work and agrees to deliver the premises together with all improvements thereon free from any claims, liens or charges, and agrees further that neither it nor any other person, firm or corporation shall have any right to a lien upon the premises or anything appurtenant thereto.

**22. Warranty of Construction**

(a) In addition to any other warranties in this contract, the Contractor warrants, except as provided in paragraph (j) of this clause, that work performed under this contract conforms to the contract requirements and is free of any defect in equipment, material, or workmanship performed by the Contractor or any subcontractor or supplier at any tier. This warranty shall continue for a period of **one year** from the date of final acceptance of the work. If the Homeowner takes possession of any part of the work before final acceptance, this warranty shall continue for a period of (one year unless otherwise indicated) from the date that the Homeowner takes possession.

(b) The Contractor shall remedy, at the Contractor's expense, any failure to conform, or any defect. In addition, the Contractor shall remedy, at the Contractor's expense, any damage to Homeowner-owned or controlled real or personal property when the damage is the result of—

(1) The Contractor's failure to conform to contract requirements; or

(2) Any defects of equipment, material, workmanship or design furnished by the Contractor.

(c) The Contractor shall restore any work damaged in fulfilling the terms and conditions of this clause. The Contractor's warranty with respect to work repaired or replaced will run for (one year unless otherwise indicated) from the date of repair or replacement.

(d) The Contracting Officer shall notify the Contractor, in writing, within a reasonable time after the discovery of any failure, defect or damage.

(e) If the Contractor fails to remedy any failure, defect, or damage within a reasonable time after receipt of notice, DOH shall have the right to replace, repair or otherwise remedy the failure, defect, or damage at the Contractor's expense.

(f) With respect to all warranties, express or implied, from subcontractors, manufacturers, or suppliers for work performed and materials furnished under this contract, the Contractor shall:

(1) Obtain all warranties that would be given in normal commercial practice;

(2) Require all warranties to be executed in writing, for the benefit of the homeowner; and,

(3) Enforce all warranties for the benefit of the homeowner.

(g) In the event the Contractor's warranty under paragraph(a) of this clause has expired, the homeowner may bring suit at its own expense to enforce a subcontractor's, manufacturer's or supplier's warranty.

(h) Unless a defect is caused by the negligence of the Contractor or subcontractor or supplier at any tier, the Contractor shall not be liable for the repair of any defect of material or design furnished by the homeowner nor for the repair of any damage that results from any defect in DOH furnished material or design.

(i) Notwithstanding any provisions herein to the contrary, the establishment of the time periods in paragraphs (a) and (c) above relate only to the specific obligation of the Contractor to correct the work, and have no relationship to the time within which its obligation to comply with the contract may be sought to be enforced, nor to the time within which proceedings may be commenced to establish the Contractor's liability with respect to its obligation other than specifically to correct the work.

(j) This warranty shall not limit DOH's/Homeowner's rights under the Inspection and Acceptance of Construction clause of this contract with respect to latent defects, gross mistakes or fraud.

Administrative Requirements

**23. Contract Period**

The Contractor shall complete all work required under this contract within **120** calendar days of the effective date of the contract, or within the time schedule established in the notice to proceed issued by the Contracting Officer.

**24. Order of Provisions**

In the event of a conflict between these General Conditions and the Specifications, the General Conditions shall prevail. In the event of a conflict between the contract and any applicable state or local law or regulation, the state or local law or regulation shall prevail; provided that such state or local law or regulation does not conflict with, or is less restrictive than applicable federal law, regulation, or Executive Order. In the event of such a conflict, applicable federal law, regulation, and Executive Order shall prevail.

**25. Payments**

(a) DOH/Homeowner shall pay the Contractor the price as provided in this contract.

(b) DOH shall make progress payments approximately every 30 days as the work proceeds, on estimates of work accomplished which meets the standards of quality established under the contract, as approved by the Contracting Officer. DOH may, subject to written determination and approval of the Contracting Officer, make more frequent payments to contractors which are qualified small businesses.

(c) Before the first progress payment under this contract, the Contractor shall furnish, in such detail as requested by the Contracting Officer, a breakdown of the total contract price showing the amount included therein for each principal category of the work, which shall substantiate the payment amount requested in order to provide a basis for determining progress payments. The breakdown shall be approved by the Contracting Officer and must be acceptable to DOH. The values and quantities employed in making up this breakdown are for determining the amount of progress payments and shall not be construed as a basis for additions to or deductions from the contract price. The Contractor shall prorate its overhead and profit over the construction period of the contract.

(d) The Contractor shall submit, on AIA forms provided by DOH, periodic estimates showing the value of the work performed during each period based upon the approved breakdown of the contract price. Such estimates shall be submitted not later than 14 days in advance of the date set for payment and are subject to correction and revision as required. The estimates must be approved by the Contracting Officer with the concurrence of the Architect prior to payment. If the contract covers more than one project, the Contractor shall furnish a separate progress payment estimate for each.

(e) Along with each request for progress payments and the required estimates, the Contractor shall furnish lien waivers and labor releases as good and sufficient evidence that the premises are free from all liens, damages, and anything chargeable to said contractor.

(f) Except as otherwise provided in State law, DOH shall retain five (5) percent of the amount of progress payments until completion and acceptance of all work under the contract; except, that if upon completion of 50 percent of the work, the Contracting Officer, after consulting with the Architect, determines that the Contractor's performance and progress are satisfactory, DOH may make the remaining payments in full for the work subsequently completed. If the Contracting Officer subsequently determines that the Contractor's performance and progress are unsatisfactory, DOH shall reinstate the five (5) percent retainage until such time as the Contracting Officer determines that performance and progress are satisfactory. Retainage will be released 90 days after project completion.

(g) The Contracting Officer may authorize material delivered on the site and preparatory work done to be taken into consideration when computing progress payments. Material delivered to the Contractor at locations other than the site may also be taken into consideration if the Contractor furnishes satisfactory evidence that (1) it has acquired title to such material; (2) the material is properly stored in a bonded warehouse, storage yard, or similar suitable place as may be approved by the Contracting Officer; (3) the material is insured to cover its full value; and (4) the material will be used to perform this contract. Before any progress payment which includes delivered material is made, the Contractor shall furnish such documentation as the Contracting Officer may require to assure the protection of DOH's/Homeowner's interest in such materials. The Contractor shall remain responsible for such stored material notwithstanding the transfer of title to the Homeowner.

(h) All material and work covered by progress payments made shall, at the time of payment become the sole property of the Homeowner, but this shall not be construed as (1) relieving the Contractor from the sole responsibility for all material and work upon which payments have been made or the restoration of any damaged work; or, (2) waiving the right of DOH/Homeowner to require the fulfillment of all of the terms of the contract. In the event the work of the Contractor has been damaged by other contractors or persons other than employees of DOH in the course of their employment, the Contractor shall restore such damaged work without cost to DOH/Homeowner and to seek redress for its damage only from those who directly caused it.

(i) DOH shall make the final payment due the Contractor under this contract after (1) completion and final acceptance of all work; and (2) presentation of release of all claims against DOH/Homeowner arising by virtue of this contract, other than claims, in stated amounts, that the Contractor has specifically excepted from the operation of the release. Each such exception shall embrace no more than one claim, the basis and scope of which shall be clearly defined. The amounts for such excepted claims shall not be included in the request for final payment. A release may also be required of the assignee if the Contractor's claim to amounts payable under this contract has been assigned.

(j) Prior to making any payment, the Contracting Officer may require the Contractor to furnish receipts or other evidence of payment from all persons performing work and

supplying material to the Contractor, if the Contracting Officer determines such evidence is necessary to substantiate claimed costs.

(k) DOH shall not; (1) determine or adjust any claims for payment or disputes arising there under between the Contractor and its subcontractors or material suppliers; or, (2) withhold any moneys for the protection of the subcontractors or material suppliers. The failure or refusal of DOH to withhold moneys from the Contractor shall in nowise impair the obligations of any surety or sureties under any bonds furnished under this contract.

**26. Contract Modifications**

(a) Only the Contracting Officer has authority to modify any term or condition of this contract. Any contract modification shall be authorized in writing.

(b) The Contracting Officer may modify the contract unilaterally (1) pursuant to a specific authorization stated in a contract clause (e.g., Changes); or (2) for administrative matters which do not change the rights or responsibilities of the parties (e.g., change in DOH/homeowner's address). All other contract modifications shall be in the form of supplemental agreements signed by the Contractor and the Contracting Officer.

(c) When a proposed modification requires the approval of DOH prior to its issuance (e.g., a change order that exceeds DOH's approved threshold), such modification shall not be effective until the required approval is received by DOH.

**27. Changes**

(a) The Contracting Officer may, at any time, without notice to the sureties, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract including changes:
(1) In the specifications (including drawings and designs);
(2) In the method or manner of performance of the work;
(3) Directing the acceleration in the performance of the work.

(b) Any other written order or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; provided, that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances and source of the order and (2) that the Contractor regards the order as a change order.

(c) Except as provided in this clause, no order, statement or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.

(d) If any change under this clause causes an increase or decrease in the Contractor's cost of, or the time required for the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for a adjustment based on defective specifications, no proposal for any change under paragraph (b) above shall be allowed for any costs incurred more than 20 days (5 days for oral orders) before the Contractor gives written notice as required. In the case of defective specifications for which DOH is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.

(e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause, or (2) the furnishing of a written notice under paragraph(b) of this clause, by submitting a written statement describing the general nature and the amount of the proposal. If the facts justify it, the Contracting Officer may extend the period for submission. The proposal may be included in the notice required under paragraph (b) above. No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.

(f) The Contractor's written proposal for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the contract in at least the following details:

(1) Direct Costs. Materials (list individual items, the quantity and unit cost of each, and the aggregate cost); Transportation and delivery costs associated with materials; Labor breakdowns by hours or unit costs (identified with specific work to be performed); Construction equipment exclusively necessary for the change; Costs of preparation and/ or revision to shop drawings resulting from the change; Worker's Compensation and Public Liability Insurance; Employment taxes under FICA and FUTA; and, Bond Costs when size of change warrants revision.

(2) Indirect Costs. Indirect costs may include overhead, general and administrative expenses, and fringe benefits not normally treated as direct costs.

(3) Profit. The amount of profit shall be negotiated and may vary according to the nature, extent, and complexity of the work required by the change.

The allowability of the direct and indirect costs shall be determined in accordance with the Contract Cost Principles and Procedures for Commercial Firms in Part 31 of the Federal Acquisition Regulation (48 CFR 1-31), as implemented by HUD Handbook 2210.18, in effect on the date of this contract. The Contractor shall not be allowed a profit on the profit received by any subcontractor. Equitable adjustments for deleted work shall include a credit for profit and may include a credit for indirect costs. On proposals covering both increases and decreases in the amount of the contract, the application of indirect costs and profit shall be on the net- change in direct costs for the Contractor or subcontractor performing the work

(g) The Contractor shall include in the proposal its request for time extension (if any), and shall include sufficient information and dates to demonstrate whether and to what extent the change will delay the completion of the contract in its entirety.

(h) The Contracting Officer shall act on proposals within 30 days after their receipt, or notify the Contractor of the date when such action will be taken.

(i) Failure to reach an agreement on any proposal shall be a dispute under the clause entitled Disputes herein. Nothing in this clause, however, shall excuse the Contractor from proceeding with the contract as changed.

(j) Except in an emergency endangering life or property, no

change shall be made by the Contractor without a prior order from the Contracting Officer.

**28. Suspension of Work**

(a) The Contracting Officer may order the Contractor in writing to suspend, delay, or interrupt all or any part of the work of this contract for the period of time that the Contracting Officer determines appropriate for the convenience of DOH/Homeowner.

If the performance of all or any part of the work is, for an unreasonable period of time, suspended, delayed, or interrupted (1) by an act of the Contracting Officer in the administration of this contract, or (2) by the Contracting Officer's failure to act within the time specified (or within a reasonable time if not specified) in this contract an adjustment may be made for any increase in the cost of performance of the contract (excluding profit) necessarily caused by such unreasonable suspension, delay, or interruption and the contract modified in writing accordingly. However, no adjustment shall be made under this clause for any suspension, delay, or interruption to the extent that performance would have been so suspended, delayed, or interrupted by any other cause, including the fault or negligence of the Contractor or for which any equitable adjustment is provided for or excluded under any other provision of this contract.

(b) A claim under this clause shall not be allowed without prior written approval of the Contracting Officer.

**29. Disputes**

(a) "Claim," as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to the contract. A claim arising under the contract, unlike a claim relating to the contract, is a claim that can be resolved under a contract clause that provides for the relief sought by the claimant. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim. The submission may be converted to a claim by complying with the requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.

(b) Except for disputes arising under the clauses entitled Labor Standards - Davis Bacon and Related Acts, herein, all disputes arising under or relating to this contract, including any claims for damages for the alleged breach thereof which are not disposed of by agreement, shall be resolved under this clause.

(c) All claims by the Contractor shall be made in writing and submitted to the Contracting Officer for a written decision.

(d) A claim by the Homeowner against the Contractor shall be subject to a written decision by the Contracting Officer.

(e) The Contracting Officer shall, within 60 (unless otherwise indicated) days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.

(f) The Contracting Officer's decision shall be final unless the Contractor (1) appeals in writing to a higher level in DOH in accordance with DOH's policy and procedures, (2) refers the appeal to an independent mediator or arbitrator, or (3) files suit in a court of competent jurisdiction. Such appeal must be made within (30 unless otherwise indicated) days after receipt of the Contracting Officer's decision.

(g) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under or relating to the contract, and comply with any decision of the Contracting Officer.

**30. Default**

(a) If the Contractor refuses or fails to prosecute the work, or any separable part thereof, with the diligence that will insure its completion within the time specified in this contract, or any extension thereof, or fails to complete said work within this time, the Contracting Officer may, by written notice to the Contractor, terminate the right to proceed with the work (or separable part of the work) that has been delayed. In this event, DOH may take over the work and complete it, by contract or otherwise, and may take possession of and use any materials, equipment, and plant on the work site necessary for completing the work. The Contractor and its sureties shall be liable for any damage to DOH/Homeowner resulting from the Contractor's refusal or failure to complete the work within the specified time, whether or not the Contractor's right to proceed with the work is terminated. This liability includes any increased costs incurred by DOH/Homeowner in completing the work.

(b) The Contractor's right to proceed shall not be terminated or the Contractor charged with damages under this clause if—

(1) The delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include (i) acts of God, or of the public enemy, (ii) acts of DOH or other governmental entity in either its sovereign or contractual capacity,
(iii) acts of another contractor in the performance of a contract with DOH, (iv) fires, (v) floods, (vi) epidemics, (vii) quarantine restrictions, (viii) strikes,

(ix) freight embargoes, (x) unusually severe weather, or (xi) delays of subcontractors or suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both the Contractor and the subcontractors or suppliers; and

(2) The Contractor, within days (5 days unless otherwise indicated) from the beginning of such delay (unless extended by the Contracting Officer) notifies the Contracting Officer in writing of the causes of delay. The Contracting Officer shall ascertain the facts and the extent of the delay. If, in the judgment of the Contracting Officer, the findings of fact warrant such action, time for completing the work shall be extended by written modification to the contract. The findings of the Contracting Officer shall be reduced to a written decision which shall be subject to the provisions of the Disputes clause of this contract.

(b) If, after termination of the Contractor's right to proceed, it is determined that the Contractor was not in default, or that the delay was excusable, the rights and obligations of the parties will be the same as if the termination had been for convenience of DOH.

**31. Liquidated Damages**

(a) If the Contractor fails to complete the work within the time specified in the contract, or any extension, as specified in the clause entitled Default of this contract, the Contractor may pay to DOH as liquidated damages, the sum of $100.00 for each day of delay. If different completion dates are specified in the contract for separate parts or stages of the work, the amount of liquidated damages shall be assessed on those parts or stages which are delayed. To the extent that the Contractor's delay or nonperformance is excused under another clause in this contract, liquidated damages shall not be due DOH. The Contractor remains liable for damages caused other than by delay.

(b) If DOH terminates the Contractor's right to proceed, the resulting damage will consist of liquidated damages until such reasonable time as may be required for final completion of the work together with any increased costs occasioned DOH in completing the work.

(c) If DOH does not terminate the Contractor's right to proceed, the resulting damage will consist of liquidated damages until the work is completed or accepted.

**32. Termination for Convenience**

(a) The Contracting Officer may terminate this contract in whole, or in part, whenever the Contracting Officer determines that such termination is in the best interest of DOH/Homeowner. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which the performance of the work under the contract is terminated, and the date upon which such termination becomes effective.

(b) If the performance of the work is terminated, either in whole or in part, DOH/Homeowner shall be liable to the Contractor for reasonable and proper costs resulting from such termination upon the receipt by DOH of a properly presented claim setting out in detail: (1) the total cost of the work performed to date of termination less the total amount of contract payments made to the Contractor; (2) the cost (including reasonable profit) of settling and paying claims under subcontracts and material orders for work performed and materials and supplies delivered to the site, payment for which has not been made by DOH to the Contractor or by the Contractor to the subcontractor or supplier; (3) the cost of preserving and protecting the work already performed until DOH or assignee takes possession thereof or assumes responsibility therefore; (4) the actual or estimated cost of legal and accounting services reasonably necessary to prepare and present the termination claim to DOH/Homeowner; and (5) an amount constituting a reasonable profit on the value of the work performed by the Contractor.

(c) The Contracting Officer will act on the Contractor's claim within days (60 days unless otherwise indicated) of receipt of the Contractor's claim.

(d) Any disputes with regard to this clause are expressly made subject to the provisions of the Disputes clause of this contract.

**33. Assignment of Contract**

The Contractor shall not assign or transfer any interest in this contract; except that claims for monies due or to become due from DOH/Homeowner under the contract may be assigned to a bank, trust company, or other financial institution. Such assignments of claims shall only be made with the written concurrence of the Contracting Officer. If the Contractor is a partnership, this contract shall inure to the benefit of the surviving or remaining member(s) of such partnership as approved by the Contracting Officer.

**34. Insurance**

(a) Before commencing work, the Contractor and each subcontractor shall furnish DOH with certificates of insurance listing DOH and the Homeowner as additionally insured A.T.I.M.A. showing the following insurance is in force and will insure all operations under the Contract:

(1) Workers' Compensation, in accordance with state or Territorial Workers' Compensation laws.

(2) Commercial General Liability with a combined single limit for bodily injury and property damage of not less than $1,000,000 per occurrence to protect the Contractor and each subcontractor against claims for bodily injury or death and damage to the property of others. This shall cover the use of all equipment, hoists, and vehicles on the site(s) not covered by Automobile Liability under (3) below. If the Contractor has a "claims- made" policy, then the following additional requirements apply: the policy must provide a "retroactive date" which must be on or before the execution date of the Contract; and the extended reporting period may not be less than five years following the completion date of the Contract.

(3) Automobile Liability on owned and non -owned motor vehicles used on the site(s) or in connection therewith for a combined single limit for bodily injury and property damage of not less than $1,000,000 per occurrence.

(4) Cargo Insurance in the amount of $250,000 is required when the project involves raising the structure above the Base Flood Elevation.

(b) Before commencing work, the Contractor shall furnish DOH with a certificate of insurance evidencing that Builder's Risk (fire and extended coverage) Insurance on all work in place and/or materials stored at the building site(s), including foundations and building equipment, is in force. The Builder's Risk Insurance shall be for the benefit of the Contractor, the Homeowner and DOH as their interests may appear and each shall be named in the policy or policies as an insured. The Contractor in installing equipment supplied by DOH shall carry insurance on such equipment from the time the Contractor takes possession thereof until the Contract work is

accepted by DOH. The Builder's Risk Insurance need not be carried on excavations, piers, footings, or foundations until such time as work on the superstructure is started. It need not be carried on landscape work. Policies shall furnish coverage at all times for the full cash value of all completed construction, as well as materials in place and/or stored at the site(s), whether or not partial payment has been made by DOH. The Contractor may terminate this insurance on buildings as of the date taken over for occupancy by the Homeowner. The Contractor is not required to carry Builder's Risk Insurance for modernization work which does not involve structural alterations or additions and where the Homeowner's existing fire and extended coverage policy can be endorsed to include such work.

(c) All insurance shall be carried with companies which are financially responsible and admitted to do business in the State in which the project is located with a minimum Best rating of A-. If any such insurance is due to expire during the construction period, the Contractor (including subcontractors, as applicable) shall not permit the coverage to lapse and shall furnish evidence of coverage to the Contracting Officer. All certificates of insurance, as evidence of coverage, shall provide that no coverage may be canceled or non- renewed by the insurance company until at least 30 days prior written notice has been given to the Contracting Officer.

**35. Subcontracts**

(a) Definitions. As used in this contract -

(1) "Subcontract" means any contract, purchase order, or other purchase agreement, including modifications and change orders to the foregoing, entered into by a subcontractor to furnish supplies, materials, equipment, and services for the performance of the prime contract or a subcontract.

(2) "Subcontractor" means any supplier, vendor, or firm that furnishes supplies, materials, equipment, or services to or for the Contractor or another subcontractor.

(b) The Contractor shall not enter into any subcontract with any subcontractor who has been temporarily denied participation in a HUD program or who has been suspended or debarred from participating in contracting programs by any agency of the United States Government or of the state in which the work under this contract is to be performed.

(c) The Contractor shall be as fully responsible for the acts or omissions of its subcontractors, and of persons either directly or indirectly employed by them as for the acts or omissions of persons directly employed by the Contractor.

(d) The Contractor shall insert appropriate clauses in all subcontracts to bind subcontractors to the terms and conditions of this contract insofar as they are applicable to the work of subcontractors.

(e) Nothing contained in this contract shall create any contractual relationship between any subcontractor and DOH or between the subcontractor and HUD.

**36. Subcontracting with Small and Minority Firms, Women's Business Enterprise, and Labor Surplus Area Firms**

The Contractor shall take the following steps to ensure that, whenever possible, subcontracts are awarded to small business firms, minority firms, women's business enterprises, and labor surplus area firms:

(a) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(b) Ensuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;

(c) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and women's business enterprises;

(d) Establishing delivery schedules, where the requirements of the contract permit, which encourage participation by small and minority businesses and women's business enterprises; and

(e) Using the services and assistance of the U.S. Small Business Administration, the Minority Business Development Agency of the U.S. Department of Commerce, and State and local governmental small business agencies.

**37. Equal Employment Opportunity**

During the performance of this contract, the Contractor agrees as follows:

(a) The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap.

(b) The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, (1) employment, (2) upgrading, (3) demotion, (4) transfer, (5) recruitment or recruitment advertising, (6) layoff or termination, (7) rates of pay or other forms of compensation, and (8) selection for training, including apprenticeship.

(c) The Contractor shall post in conspicuous places available to employees and applicants for employment the notices to be provided by the Contracting Officer that explain this clause.

(d) The Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.

(e) The Contractor shall send, to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, the notice to be provided by the Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this clause, and post copies of the notice in conspicuous places available to employees and applicants for employment.

(f) The Contractor shall comply with Executive Order 11246, as amended, and the rules, regulations, and orders of the Secretary of Labor.

(g) The Contractor shall furnish all information and reports required by Executive Order 11246, as amended, Section 503 of the Rehabilitation Act of 1973, as amended, and by rules, regulations, and orders of the Secretary of Labor, or

pursuant thereto. The Contractor shall permit access to its books, records, and accounts by the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(h) In the event of a determination that the Contractor is not in compliance with this clause or any rule, regulation, or order of the Secretary of Labor, this contract may be canceled, terminated, or suspended in whole or in part, and the Contractor may be declared ineligible for further Government contracts, or Federally assisted construction contracts under the procedures authorized in Executive Order 11246, as amended. In addition, sanctions may be imposed and remedies invoked against the Contractor as provided in Executive Order 11246, as amended, the rules, regulations, and orders of the Secretary of Labor, or as otherwise provided by law.

(i) The Contractor shall include the terms and conditions of this clause in every subcontract or purchase order unless exempted by the rules, regulations, or orders of the Secretary of Labor issued under Executive Order 11246, as amended, so that these terms and conditions will be binding upon each subcontractor or vendor. The Contractor shall take such action with respect to any subcontract or purchase order as the Secretary of Housing and Urban Development or the Secretary of Labor may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided that if the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

(j) Compliance with the requirements of this clause shall be to the maximum extent consistent with, but not in derogation of, compliance with section 7(b) of the Indian Self-Determination and Education Assistance Act and the Indian Preference clause of this contract.

**38. Employment, Training, and Contracting Opportunities for Low-Income Persons, Section 3 of the Housing and Urban Development Act of 1968.**

(a) The work to be performed under this contract is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (Section 3). The purpose of Section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

(b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement Section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.

(c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this Section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the Section 3 preference, shall set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

(d) The contractor agrees to include this Section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this Section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.

(e) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.

(f) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

(g) With respect to work performed in connection with Section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of Section 3 and Section 7(b)agree to comply with Section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

**39. Interest of Members of Congress**

No member of or delegate to the Congress of the United States of America shall be admitted to any share or part of this contract or to any benefit that may arise therefrom.

**40. Interest of Members, Officers, or Employees and Former Members, Officers, or Employees**

No member, officer, or employee of DOH, no member of the governing body of the locality in which the project is situated, no member of the governing body of the locality in which DOH was activated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the project, shall, during his or her tenure, or for one year thereafter, have any interest, direct or indirect, in this contract or the proceeds thereof.

**41. Limitations on Payments made to Influence Certain Federal Financial Transactions**

(a) The Contractor agrees to comply with Section 1352 of Title 31, United States Code which prohibits the use of Federal appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract; the making of any Federal grant; the making of any Federal loan; the

entering into of any cooperative agreement; or the modification of any Federal contract, grant, loan, or cooperative agreement.

(b) The Contractor further agrees to comply with the requirement of the Act to furnish a disclosure (OMB Standard Form LLL, Disclosure of Lobbying Activities) if any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a Federal contract, grant, loan, or cooperative agreement.

**42. Royalties and Patents**

The Contractor shall pay all royalties and license fees. It shall defend all suits or claims for infringement of any patent rights and shall save DOH/Homeowner harmless from loss on account thereof; except that DOH shall be responsible for all such loss when a particular design, process or the product of a particular manufacturer or manufacturers is specified and the Contractor has no reason to believe that the specified design, process, or product is an infringement. If, however, the Contractor has reason to believe that any design, process or product specified is an infringement of a patent, the Contractor shall promptly notify the Contracting Officer. Failure to give such notice shall make the Contractor responsible for resultant loss.

**43. Examination and Retention of Contractor's Records**

(a) DOH, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until 3 years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

(b) The Contractor agrees to include in first-tier subcontracts under this contract a clause substantially the same as paragraph (a) above. "Subcontract," as used in this clause, excludes purchase orders not exceeding $10,000.

(c) The periods of access and examination in paragraphs (a) and (b) above for records relating to (1) appeals under the Disputes clause of this contract, (2) litigation or settlement of claims arising from the performance of this contract, or (3) costs and expenses of this contract to which DOH, HUD, or Comptroller General or any of their duly authorized representatives has taken exception shall continue until disposition of such appeals, litigation, claims, or exceptions.

**44. Labor Standards - Davis-Bacon and Related Acts**

Except for housing rehabilitation/reconstruction projects designed to contain fewer than eight (8) units, if the total amount of this contract exceeds $2,000, the Federal labor standards set forth in the clause below shall apply to the development or construction work to be performed under the contract.

(a) Minimum Wages.

(1) All laborers and mechanics employed under this contract in the development or construction of the project(s) involved will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof (if applicable), regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under Section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of 29 CFR 5.5(a)(1)(iv); also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the regular weekly period, are deemed to be constructively made or incurred during such weekly period. If applicable, such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits in the wage determination for the classification of work actually performed, without regard to skill, except as provided in 29 CFR 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein; provided, that the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under 29 CFR 5.5(a)(1)(ii) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers (if applicable).

(2) (i) Any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. HUD shall approve an additional classification and wage rate and fringe benefits therefor only when all the following criteria have been met: (A) The work to be performed by the classification requested is not performed by a classification in the wage determination; and (B) The classification is utilized in the area by the construction industry; and (C) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(ii) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and HUD or its designee agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by HUD or its designee to the Administrator of the Wage and Hour Division, Employee Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.

(iii) In the event the Contractor, the laborers or mechanics to be employed in the classification or their representatives, and HUD or its designee do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), HUD or its designee shall refer the questions, including the views of all interested parties and the recommendation of HUD or its

designee, to the Administrator of the Wage and Hour Division for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise HUD or its designee or will notify HUD or its designee within the 30-day period that additional time is necessary.

(iv) The wage rate (including fringe benefits where appropriate) determined pursuant to subparagraphs (a)(2)(ii) or (iii) of this clause shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in classification.

(3) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(4) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program; provided, that the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(b) Withholding of funds. HUD or its designee shall, upon its own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working in the construction or development of the project, all or part of the wages required by the contract, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased. HUD or its designee may, after written notice to the Contractor, disburse such amounts withheld for and on account of the Contractor or subcontractor to the respective employees to whom they are due.

(c) Payrolls and basic records.

(1) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working in the construction or development of the project. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found, under 29 CFR 5.5(a)(1)(iv), that the wages of any laborer or mechanic include the amount of costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(2) (i) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Contracting Officer for transmission to HUD or its designee. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under subparagraph (c)(1) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-005-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. The Contractor is responsible for the submission of copies of payrolls by all subcontractors. (Approved by the Office of Management and Budget under OMB Control Number 1214-0149.)

(ii) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following:

(A) That the payroll for the payroll period contains the information required to be maintained under paragraph (c) (1) of this clause and that such information is correct and complete;

(B) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in 29 CFR Part 3; and

(C) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(iii) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirements for submission of the "Statement of Compliance" required by subparagraph (c)(2)(ii) of this clause.

(iv) The falsification of any of the above certifications may subject the Contractor or subcontractor to civil or

criminal prosecution under Section 1001 of Title 18 and Section 3729 of Title 31 of the United States Code.

(3) The Contractor or subcontractor shall make the records required under subparagraph (c)(1) available for inspection, copying, or transcription by authorized representatives of HUD or its designee, the Contracting Officer, or the Department of Labor and shall permit such representatives to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit the required records or to make them available, HUD or its designee may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

(d) (1) Apprentices. Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship and Training, Employer and Labor Services (OATELS), or with a State Apprenticeship Agency recognized by OATELS, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by OATELS or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in this paragraph, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator of the Wage and Hour Division determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event OATELS, or a State Apprenticeship Agency recognized by OATELS, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(2) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted underthe plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed in the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate in the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate in the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate in the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(3) Equal employment opportunity. The utilization of apprentices, trainees, and journeymen under this clause shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

(e) Compliance with Copeland Act requirements. The Contractor shall comply with the requirements of 29 CFR Part 3, which are hereby incorporated by reference in this contract.

(f) Contract termination; debarment. A breach of this contract clause may be grounds for termination of the contract and for debarment as a Contractor and a subcontractor as provided in 29 CFR 5.12.

(g) Compliance with Davis-Bacon and related Act requirements. All rulings and interpretations of the Davis- Bacon and related Acts contained in 29 CFR Parts 1, 3, and 5 are herein incorporated by reference in this contract.

(h) Disputes concerning labor standards. Disputes arising out of

the labor standards provisions of this clause shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR Parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the Contractor (or any of its subcontractors) and DOH, HUD, the U.S.

Department of Labor, or the employees or their representatives.

(i) Certification of eligibility.

(1) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded contracts by the United States Government by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(2) No part of this contract shall be subcontracted to any person or firm ineligible for award of a United States Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(3) The penalty for making false statements is prescribed in the U. S. Criminal Code, 18 U.S.C. 1001.

(j) Contract Work Hours and Safety Standards Act. As used in this paragraph, the terms "laborers" and "mechanics" include watchmen and guards.

(1) Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics, including watchmen and guards, shall require or permit any such laborer or mechanic in any workweek in which the individual is employed on such work to work in excess of 40 hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of 40 hours in such workweek.

(2) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the provisions set forth in subparagraph (j)(1) of this clause, the Contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic (including watchmen and guards) employed in violation of the provisions set forth in subparagraph (j)(1) of this clause, in the sum of $10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of 40 hours without payment of the overtime wages required by provisions set forth in subparagraph (j)(1) of this clause.

(3) Withholding for unpaid wages and liquidated damages. HUD or its designee shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the Contractor or subcontractor under any such contract or any Federal contract with the same prime Contractor, or any other Federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime Contractor, such sums as may be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the provisions set forth in subparagraph (j)(2) of this clause.

(k) Subcontracts. The Contractor or subcontractor shall insert in any subcontracts all the provisions contained in this clause, and such other clauses as HUD or its designee may by appropriate instructions require, and also a clause requiring the subcontractors to include these provisions in any lower tier subcontracts. The prime Contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all these provisions

**45. . Non-Federal Prevailing Wage Rates**

(a) Any prevailing wage rate (including basic hourly rate and any fringe benefits), determined under State or tribal law to be prevailing, with respect to any employee in any trade or position employed under the contract, is inapplicable to the contract and shall not be enforced against the Contractor or any subcontractor, with respect to employees engaged under the contract whenever such non-Federal prevailing wage rate exceeds:

(1) The applicable wage rate determined by the Secretary of Labor pursuant to the Davis-Bacon Act (40 U.S.C. 3141 et seq.) to be prevailing in the locality with respect to such trade;

(b) An applicable apprentice wage rate based thereon specified in an apprenticeship program registered with the U.S. Department of Labor (DOL) or a DOL- recognized State Apprenticeship Agency; or

(c) An applicable trainee wage rate based thereon specified in a DOL-certified trainee program.

**46. Procurement of Recovered Materials.**

(a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contains the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time: (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.

(b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of $10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was within a Federal agency or a State agency of a political subdivision of a State; and (ii) purchased a total of in excess of $10,000 of the item both under and outside that contract.

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## 1.0 CONTACT INFORMATION

A. (Architect) Quisenberry Arcari Architects, LLC, 318 Main Street, Farmington, CT 06032

Adam Tarfano, AIA, atarfano@qa-architects.com 860-677-4594 x16, 860-677-8534 fax

B. (Owner) Connecticut Department of Housing, 505 Hudson Street, Hartford, CT 06106

Lillian Ruiz, Grants & Contract Specialist, lillian.ruiz@ct.gov, 860-270-8027, 860-706-5737 fax

## 2.0 SALES TAX

A. The Connecticut Department of Housing is **EXEMPT** from Connecticut Sales Tax

## 3.0 CONTRACT DOCUMENTS

A. For any conflicts / questions arising between the plans & specification, the better quality, greater quantity and / or greater cost of work shall be included in the base bid price. Notify the Architect immediately so the issue can be addressed. If an agreement cannot be reached the specifications shall take precedence over the drawings.

B. The contractor shall familiarize himself / herself with the contract documents and actual field conditions as they may differ slightly from what is shown on the plans. The contractor shall be responsible for the implementation of the scope of work noted in the contract documents.

## 4.0 SUB CONTRACTORS

A. All the proposed subcontractors are to be listed on the Bid Form

## 5.0 APPROVALS

A. All work performed & installed under this contract is subject to approval by the Architect. If material is installed prior to approval and / or does not meet the intent of the contract documents the contractor shall be responsible for the removal & replacement at no additional charge to the project.

## 6.0 STORAGE OF MATERIALS & DUMPSTERS

A. The contractor shall coordinate with Property Owner prior to placement of Storage Containers / Trailers and / or Dumpsters

B. All equipment and materials stored on the project site is the responsibility of the contractor

## 7.0 CHANGE ORDERS

A. Work Performed by General Contractor – 15% overhead & profit above the direct costs (10% overhead & 5% profit)

B. Work Performed by Sub Contractor – 15% overhead & profit above the direct costs (10% overhead & 5% profit) for the subcontractor, 7½% overhead & profit above the direct costs (5% overhead & 2½% profit) for the general contractor

# SECTION 003126 – EXISTING HAZARDOUS MATERIALS INFORMATION

## PART 1 - GENERAL

### 1.1 EXISTING HAZARDOUS MATERIAL INFORMATION

A. This Document with its referenced attachments is part of the Procurement and Contracting Requirements for Project. They provide Owner's information for Bidders' convenience and are intended to supplement rather than serve in lieu of Bidders' own investigations. They are made available for Bidders' convenience and information, but are not a warranty of existing conditions. This Document and its attachments are not part of the Contract Documents.

B. An Environmental Review Report for Project, referenced as Appendix A, is available for viewing and download on Project Web site.

1. An existing hazardous materials report for Project entitled “Limited Hazardous Materials Building Inspection Report”, prepared by Fuss & O’Neill, dated April 28, 2014 and revised May 21, 2014, is located within Appendix A referenced above.

C. Related Requirements:

1. Division 02 Section "Selective Demolition" for notification requirements if materials suspected of containing hazardous materials are encountered.

## PART 2 - PRODUCTS (Not Used)

## PART 3 - EXECUTION (Not Used)

END OF SECTION 003126

# SECTION 011000 - SUMMARY

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. Instructions to Bidders, AIA Document A201 “The General Conditions of the Contract for Construction”, 1997 Edition as amended, and Division 01 General Requirements, are a part of this Section and shall be binding on the Contractor and all Subcontractors who perform this work.

### 1.2 SUMMARY

A. This Section includes the following:

1. Project information.
2. Work covered by the Contract Documents.
3. Project schedule.
4. Coordination activities.
5. Use of premises.
6. Owner's occupancy requirements.
7. Work restrictions.
8. Specification formats and conventions.
9. Codes, standards, permits.
10. OSHA.

B. Related Sections include the following:

1. Division 01 Section “Alternates.”
2. Division 01 Section "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

### 1.3 PROJECT INFORMATION

A. Project Identification: Rehabilitation / Reconstruction Work for Syetta Chapman, Applicant #1624.

1. Project Location: 452 Willow Street, Waterbury, CT.

B. Funding: Community Development Block Grant Disaster Recovery Program (CDBG-DR), Owner Occupied Rehabilitation & Rebuilding Program (OORR).

C. Architect: The Contract Documents were prepared for Project by Quisenberry Arcari Architects, LLC of Farmington, CT.

### 1.4 WORK COVERED BY CONTRACT DOCUMENTS

A. The Project consists of the following:

1. Chimney repair, wood window repair, new storm windows and doors, new kitchen cabinets and countertops, and interior refurbishment including refinishing wood floors and painting.

B. The Work includes, but is not limited to the following:

1. Brick masonry; miscellaneous carpentry, sheathing, interior architectural woodwork; sheet metal flashing and trim, joint sealants; gypsum board, tiling, and painting; residential casework and stone countertops.
2. Mechanical systems.

1.5 TYPE OF CONTRACT

A. Project will be constructed under a single contract.

1.6 SCHEDULE

A. General: The Contractor shall prepare a detailed construction schedule, to be submitted to the Owner, Architect, and Owner's Representative for review and approval. The schedule must clearly demonstrate the proper sequencing of construction activities.

1. The Construction Schedule is critical to the project. All work is required to be Substantially Complete, with a Certificate of Occupancy obtained, and ready for occupancy by the Owner, on or before the date agreed upon in the Contractor/Owner Agreement.

1.7 USE OF PREMISES

A. General: Contractor shall have limited use of Project site for construction operations as indicated by requirements of this Section.

B. Use of Site: Limit use of premises to areas determined by the Owner. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Confine the parking of workmen's and construction vehicles, and the storage of construction materials to a designated staging area determined by the Owner's Representative.
2. Owner Occupancy: Allow for Owner occupancy of Project site.
3. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

   a. Schedule deliveries to minimize use of driveways and entrances.
   b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

C. Use of Existing Building: Maintain existing building in a weathertight condition throughout construction period. Repair damage caused by construction operations. Protect building and its occupants during construction period.

1.8 COORDINATION WITH OCCUPANTS

A. Full Owner Occupancy: Owner will occupy existing building during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.

1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

1.9 WORK RESTRICTIONS

A. On-Site Work Hours: Work shall be generally performed inside the existing building during normal business working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday, except otherwise indicated.

1. Weekend Hours: Coordinate with Owner.
2. Hours for Utility Shutdowns: Coordinate with Owner.

B. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:

1. Notify Owner not less than two days in advance of proposed utility interruptions.
2. Do not proceed with utility interruptions without Owner's written permission.

C. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.

1. Notify Owner not less than two days in advance of proposed disruptive operations.
2. Obtain Owner's written permission before proceeding with disruptive operations.

D. Nonsmoking Building: Smoking is not permitted within the building or within 25 feet of entrances, operable windows, or outdoor-air intakes.

1.10 SPECIFICATION FORMATS AND CONVENTIONS

A. Specification Format: The Specifications are organized into Divisions and Sections using the 16-division format and CSI/CSC's "MasterFormat" numbering system.

1. Section Identification: The Specifications use Section numbers and titles to help cross-referencing in the Contract Documents. Sections in the Project Manual are in numeric sequence; however, the sequence is incomplete because all available Section numbers are not used. Consult the table of contents at the beginning of the Project Manual to determine numbers and names of Sections in the Contract Documents.
2. Division 01: Sections in Division 01 govern the execution of the Work of all Sections in the Specifications.

B. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:

1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be inferred as the sense requires. Singular words shall be interpreted as plural, and plural words shall be interpreted as singular where applicable as the context of the Contract Documents indicates.
2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by Contractor. Occasionally, the indicative

or subjunctive mood may be used in the Section Text for clarity to describe responsibilities that must be fulfilled indirectly by Contractor or by others when so noted.

a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

C. In general, the Specifications will describe the quality of the work and the Drawings, the extent of the work. The Drawings and Specifications are cooperative and supplementary; however, each item of the work is not necessarily mentioned in both the Drawings and the Specifications. All work necessary to complete the project, so described, is to be included in this Contract.

D. In case of disagreement between the Drawings and Specifications, or within either document itself, the Architect shall interpret the Documents to require the better quality or greater quantity of work for the Owner that can reasonably be construed therefrom. Any work performed by the Contractor without consulting the Architect, when the same requires a decision, shall be performed at the Contractor's risk.

1.11 CODES, STANDARDS AND PERMITS

A. All work under this contract shall conform to all codes and standards in effect as of the date of receipt of Bids which are applicable to this Project. All work shall also conform to specific requirements and interpretations of local authorities having jurisdiction over the Project. These Codes, standards, and authorities are referred to collectively as "the governing codes and authorities" and similar terms throughout the Specifications. Determination of applicable codes and standards and requirements of the authorities having jurisdiction shall be the responsibility of the Contractor; as shall be the analysis of all such codes and standards in regard to their applicability to the Project for the purposes of determining necessary construction to conform to such code requirements, for securing all approvals and permits necessary to proceed with construction, and to obtain all permits necessary for the Owner to occupy the facility for their intended use. In the case of conflicts between the requirements of different codes and standards, the most restrictive or stringent requirements shall be met.

B. The codes that were used in the design of this Project are as follows:

1. 2005 Connecticut State Building Code (CSBC):

a. 2009 International Residential Code (IRC)
b. 2009 International Energy Conservation Code (IECC)
c. 2005, 2009, 2011 and 2013 State of Connecticut Amendments/State Building Code

C. Code Enforcement and Approvals: Secure and pay for the general building permit for the work, and conform to all conditions and requirements of the permit and code enforcement authorities.

D. Identify all permits (other than general building permit) required from authorities having jurisdiction over the Project for the construction and occupancy of the work. Prepare the necessary applications and submit required plans and documents to obtain such permits in a timely manner. Permit fees to be paid by the Subcontractor.

1. Display all permit cards as required by the authorities, and deliver legible photocopies of all permits to the Owner promptly upon their receipt.
2. Arrange for all inspections, testing and approvals required for all permits. Notify the Owner and Architect at least three business days in advance, so they may arrange to observe.
3. Comply with all conditions and provide all notices required by all permits.
4. Perform and/or arrange for and pay for all testing and inspections required by the governing codes and authorities, other than those provided by the Owner, and notify the Owner and Architect of such inspections at least three business days in advance, so they may arrange to observe.

5. Where inspecting authorities require corrective work in conjunction with applicable codes and authorities, promptly comply with such requirements, except in cases where such requirements clearly exceed the requirements of the Contract Documents, in which case proceed in accordance with the procedures for modifications to the Work established in the Contract Documents.

1.12 OCCUPATIONAL SAFETY AND HEALTH ACT

A. The Contractor and each Subcontractor shall comply with the requirements of the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1969, including all standards and regulations which have been promulgated by the Governmental Authorities which administer such Acts. Said requirements, standards and regulations are incorporated herein by reference.

1. In accordance with Connecticut General Statutes Sec. 31-53b, all project on-site personnel must show proof of completing and maintaining the OSHA 10 hour certification requirements in accordance with federal OSHA Training Institute standards.

B. The Contractor and each Subcontractor shall comply with said regulations, requirements and standards and require and be directly responsible for compliance therewith on the part of his agents, employees material men and Subcontractors; and shall directly receive and be responsible for all citations, assessments, fines or penalties which may be incurred by reason of his agents, employees, material men or Subcontractors failing to so comply.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

# SECTION 012100 - ALLOWANCES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative and procedural requirements governing allowances.

1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when additional information is available for evaluation. If necessary, additional requirements will be issued by Change Order.

B. Types of allowances include the following:

1. Unit-cost allowances.

C. Related Sections include the following:

1. Division 01 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders for allowances.
2. Divisions 02 through 33 Sections for items of Work covered by allowances.

### 1.3 SELECTION AND PURCHASE

A. At the earliest practical date after award of the Contract, advise Architect of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.

B. At Architect's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.

### 1.4 ACTION SUBMITTALS

A. Submit proposals for purchase of products or systems included in allowances, in the form specified for Change Orders.

### 1.5 INFORMATIONAL SUBMITTALS

A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.

B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.

C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.6 COORDINATION

A. Coordinate allowance items with other portions of the Work. Furnish templates as required to coordinate installation.

1.7 UNIT-COST ALLOWANCES

A. Allowance shall include cost to Contractor of specific products and materials under allowance and shall include taxes, freight, and delivery to Project site.

B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials under allowance shall be included as part of the Contract Sum and not part of the allowance.

1.8 ADJUSTMENT OF ALLOWANCES

A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.

1. Include installation costs in purchase amount only where indicated as part of the allowance.
2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
4. Owner reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.

B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.

1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.
2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine products covered by an allowance promptly on delivery for damage or defects. Return damaged or defective products to manufacturer for replacement.

3.2 PREPARATION

A. Coordinate materials and their installation for each allowance with related materials and installations to ensure that each allowance item is completely integrated and interfaced with related work.

3.3 SCHEDULE OF ALLOWANCES

A. Allowance No. 1: Lump-Sum Allowance: Include the sum of $15,000 for miscellaneous improvements.

END OF SECTION 012100

# SECTION 012200 - UNIT PRICES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative and procedural requirements for unit prices.

B. Related Sections include the following:

1. Division 01 Section "Contract Modification Procedures" for procedures for submitting and handling Change Orders.
2. Division 01 Section "Quality Requirements" for general testing and inspecting requirements.

### 1.3 DEFINITIONS

A. Unit price is an amount incorporated in the Agreement, applicable during the duration of the Work as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, added to or deducted from the Contract Sum by appropriate modification, if the scope of Work or estimated quantities of Work required by the Contract Documents are increased or decreased.

### 1.4 PROCEDURES

A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.

1. Unit price amounts are net changes in the Contract Sum for additional work and include the Contractor’s and any Subcontractor’s amount for overhead and profit.
2. For deleted work, the net credit to the Contract Sum shall be 10 percent less.

B. Measurement and Payment: Refer to individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.

C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at Owner's expense, by an independent surveyor acceptable to Contractor.

D. List of Unit Prices: A list of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 LIST OF UNIT PRICES

A. Unit Price No. 1: Plywood Roof Sheathing removal and replacement.

1. Unit of Measurement: Square foot.

B. Unit Price No. 2: Wood Window Repairs.

1. Description: Provide the following unit prices for wood window repairs in accordance with Division 08 Section "Wood Window Repairs."

a. Unit Price 2A: Wood window sash replacement to match existing.

1) Unit of Measurement: Each.

b. Unit Price 2B: Wood window glazing replacement to match existing.

1) Unit of Measurement: Square foot.

END OF SECTION 012200

# SECTION 012300 - ALTERNATES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 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 or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.

1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
2. 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

A. Alternate No. 1: Painting

1. Repaint all walls and trim.

B. Alternate No. 2: Interior Wood Trim.

1. Remove existing wood trim, and provide new wood trim in locations indicated.

C. Alternate No. 3: Storm Windows and Exterior Doors.

1. Remove existing storm windows and doors, and provide new storm windows and doors in accordance with Division 08 Section “Wood Window Repairs.”

D. Alternate No. 4: Tiling.

1. Furnish and install new floor tile in Mudroom in accordance with Division 09 Section “Tiling.”

E. Alternate No. 5: Wood Floor Refinishing.

1. Patch, sand and refinish wood floors in accordance with Division 09 Section “Wood Flooring Restoration.”

END OF SECTION 012300

# SECTION 012300 - ALTERNATES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 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 or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.

1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
2. 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

A. Alternate No. 1: Painting

1. Repaint all walls and trim.

B. Alternate No. 2: Interior Wood Trim.

1. Remove existing wood trim, and provide new wood trim in locations indicated.

C. Alternate No. 3: Storm Windows and Exterior Doors.

1. Remove existing storm windows and doors, and provide new storm windows and doors in accordance with Division 08 Section “Wood Window Repairs.”

D. Alternate No. 4: Tiling.

1. Furnish and install new floor tile in Mudroom in accordance with Division 09 Section “Tiling.”

E. Alternate No. 5: Wood Floor Refinishing.

1. Patch, sand and refinish wood floors in accordance with Division 09 Section “Wood Flooring Restoration.”

END OF SECTION 012300

# SECTION 012600 - CONTRACT MODIFICATION PROCEDURES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.

B. Related Sections include the following:

1. Division 01 Section "Unit Prices" for administrative requirements for using unit prices.
2. Division 01 Section “Project Management and Coordination” for submitting Requests for Information (RFIs).
3. Division 01 Section "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

### 1.3 MINOR CHANGES IN THE WORK

A. Architect will issue supplemental instructions authorizing Minor Changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on AIA Document G710, "Architect's Supplemental Instructions” or similar form prepared by Architect.

### 1.4 PROPOSAL REQUESTS

A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.

1. Proposal Requests issued by Architect are for information only. Do not consider them instructions either to stop work in progress or to execute the proposed change.
2. Within 10 days after receipt of Proposal Request, submit a quotation to the Architect, estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.

    a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
    b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
    c. Include costs of labor and supervision directly attributable to the change.
    d. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by first submitting a "Request for Information" to the Architect. This request will be responded to by the Architect, wherein the Contractor may submit a Change Order Proposal.

1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
4. Include costs of labor and supervision directly attributable to the change.
5. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

## 1.5 ADMINISTRATIVE CHANGE ORDERS

A. Allowance Adjustment: See Division 01 Section "Allowances" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect actual costs of allowances.

B. Unit-Price Adjustment: See Division 01 Section "Unit Prices" for administrative procedures for preparation of Change Order Proposal for adjusting the Contract Sum to reflect measured scope of unit-price work.

## 1.6 CHANGE ORDER PROCEDURES

A. On Owner's approval of a Proposal Request, the Architect will issue a Change Order for signatures of Owner and Contractor on CHFA Form 2437 entitled "Request for Construction Change."

## 1.7 CONSTRUCTION CHANGE DIRECTIVE

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

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

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

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012600

# SECTION 012900 – PAYMENT PROCEDURES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 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 "Unit Prices" for administrative requirements governing use of unit prices.
2. Division 01 Section "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.

### 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 the Architect at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications 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. For major trades with line item values greater than $25,000, provide a separate line item for units of work within each trade with a value not exceeding $25,000.

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 G702 and AIA Document G703 Continuation Sheets.
3. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:

a. Related Specification Section or Division.
b. Description of the Work.
c. Name of subcontractor.
d. Name of manufacturer or fabricator.
e. Name of supplier.
f. Change Orders (numbers) that affect value.
g. Dollar value.

1) Percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.

4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Provide several line items for principal subcontract amounts, where appropriate. Include the following mandatory line items:

a. Mobilization.
b. Demobilization.
c. Builders Risk Insurance.
d. Bonds.
e. Coordination Drawings.
f. Scheduling.
g. Project record documents.
h. Operation and Maintenance manuals.
i. Field Engineering.
j. Daily Building Cleanup.
k. Safety Program.
l. Full-Time Project Manager.
m. Full-Time Project Superintendent.
n. Field Offices.
o. Dumpsters.
p. Cold Weather Protection.
q. Temporary Heat.
r. General Contract O&P (not to be included in each line item).

5. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
6. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.

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

7. Provide separate line items in the Schedule of Values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
8. 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 Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.

1. At least ten days before the date established for each formal Application for Payment, the Contractor shall submit to the Architect an itemized preliminary application for payment for review and comment. The Contractor shall then revise the preliminary application and at least two days prior to the date established for formal application, shall submit to the Architect the revised preliminary application, to allow time for the Architect to prepare a written letter of explanation setting forth any objections and recommended changes to be forwarded along with the formal application to the owner.

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

D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.

1. Entries shall match data on the Schedule of Values and Contractor's Construction Schedule. Use updated schedules if revisions were made.
2. Include amounts of Change Orders executed before last day of construction period covered by application.

E. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.

1. Requests for payment for on-site stored materials shall be made on CHFA form entitled "Accounting of On-Site Inventory."
2. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
3. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
4. Provide summary documentation for stored materials indicating the following:

a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.

5. Provide summary documentation for off-site stored materials indicating the following:

a. Evidence of insurance (casualty, theft, etc.) for the stored items and the facility itself, if stored other than at the manufacturer's plant.
b. Bonding company's consent to the off-site storage.
c. UCC-1s for the stored materials creating a security interest for CHFA.
d. A CHFA Field Observer's report, which accepts the proposed storage environment, and a report confirming acceptable delivery of the subject item(s) to the facility.

F. Transmittal: Submit **THREE (3)** signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.

G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from every entity who is lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.

1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
2. When an application shows completion of an item, submit final or full waivers.
3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
5. Waiver Forms: Submit waivers of lien on the CHFA form "Total of Lien Waiver Payments."

a. Beginning with the second requisition, each monthly requisition shall include lien waivers for a minimum of 90 percent of the amount indicated on the previous month's Contractor Requisition as "Due This Requisition."

H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:

1. List of subcontractors.
2. Schedule of Values.
3. Contractor's Construction Schedule (preliminary if not final).
4. Products list.
5. Schedule of unit prices.
6. Submittals Schedule (preliminary if not final).
7. List of Contractor's staff assignments.
8. List of Contractor's principal consultants.
9. Copies of building permits.
10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
11. Initial progress report.
12. Report of preconstruction conference.
13. Certificates of insurance and insurance policies.
14. Performance and payment bonds.
15. Data needed to acquire Owner's insurance.

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

1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.

J. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:

1. Evidence of completion of Project closeout requirements.
2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
3. Updated final statement, accounting for final changes to the Contract Sum.
4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
6. AIA Document G707, "Consent of Surety to Final Payment."
7. Evidence that claims have been settled.
8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

# SECTION 013100 – PROJECT MANAGEMENT AND COORDINATION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:

1. General coordination procedures.
2. Administrative and supervisory personnel.
3. Project meetings.
4. Requests for Information (RFIs).

B. Related Sections include the following:

1. Division 01 Section "Execution" for procedures for coordinating general installation.
2. Division 01 Section "Closeout Procedures" for coordinating closeout of the Contract.

### 1.3 DEFINITIONS

A. RFI: Request from Contractor seeking interpretation or clarification of the Contract Documents.

### 1.4 INFORMATIONAL SUBMITTALS

A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:

1. Name, address, and telephone number of entity performing subcontract or supplying products.
2. Number and title of related Specification Section(s) covered by subcontract.
3. Drawing number and detail references, as appropriate, covered by subcontract.

B. Key Personnel Names: Within 10 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.

1. Keep list current at all times, resubmit upon update.

1.5 GENERAL COORDINATION PROCEDURES

A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections that depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate items scheduled for later installation.
4. Where availability of space is limited, coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair of all components, including mechanical and electrical.
5. No claim for additional compensation or extension of Contract Time will be permitted for conditions resulting from lack of coordination.

B. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.

1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's Construction Schedule.
2. Preparation of the Schedule of Values.
3. Installation and removal of temporary facilities and controls.
4. Delivery and processing of submittals.
5. Preinstallation conferences.
6. Progress meetings.
7. Startup and adjustment of systems.
8. Project closeout activities.

D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.

1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. Refer to other Sections for disposition of salvaged materials that are designated as Owner's property.

1.6 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

A. General: In addition to Project superintendent, provide other administrative and supervisory personnel as required for proper performance of the Work.

1.7 PROJECT MEETINGS

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

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner, Owner's Representative, and Architect of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda and distribute the agenda to all invited attendees.
3. Minutes: Record significant discussions and agreements achieved and distribute the meeting minutes to everyone concerned, including Owner, Owner's Representative and Architect, within three days of the meeting.

B. Preconstruction Conference: Arrange for attendance of subcontractors at Preconstruction Conference convened by Architect, together with any other persons necessary for full review of scheduling and coordination matters for the Project.

1. Attendees: Authorized representatives of Owner, Owner's Representative, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Include the following:

    a. Tentative construction schedule.
    b. Phasing.
    c. Critical work sequencing and long-lead items.
    d. Designation of key personnel and their duties.
    e. Procedures for processing field decisions and Change Orders.
    f. Procedures for RFIs.
    g. Procedures for testing and inspecting.
    h. Procedures for processing Applications for Payment.
    i. Distribution of the Contract Documents.
    j. Submittal procedures.
    k. Preparation of Record Documents.
    l. Use of the premises.
    m. Work restrictions.
    n. Owner's occupancy requirements.
    o. Responsibility for temporary facilities and controls.
    p. Construction waste management and recycling.
    q. Parking availability.
    r. Office, work, and storage areas.
    s. Equipment deliveries and priorities.
    t. First aid.
    u. Security.
    v. Progress cleaning.
    w. Working hours.
    x. Owner-furnished and provided items.
    y. Work performed under separate contracts.

3. Minutes: The Architect will record and distribute meeting minutes.

C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect and Owner's Representative of scheduled meeting dates.
2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:

a. The Contract Documents.
b. Options.
c. Related RFIs.
d. Related Change Orders.
e. Purchases.
f. Deliveries.
g. Submittals.
h. Review of mockups.
i. Possible conflicts.
j. Compatibility problems.
k. Time schedules.
l. Weather limitations.
m. Manufacturer's written recommendations.
n. Warranty requirements.
o. Compatibility of materials.
p. Acceptability of substrates.
q. Temporary facilities and controls.
r. Space and access limitations.
s. Regulations of authorities having jurisdiction.
t. Testing and inspecting requirements.
u. Installation procedures.
v. Coordination with other work.
w. Required performance results.
x. Protection of adjacent work.
y. Protection of construction and personnel.

3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
4. Reporting: Distribute minutes of the meeting to each party present, the Owner, Architect and Owner’s Representative, and to parties who should have been present.
5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: Schedule weekly progress meetings. Dates of meetings may coincide with preparation of payment requests.

1. Attendees: In addition to representatives of Owner, Owner’s Representative, and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review minutes of previous progress meeting. Review other items of significance that could affect progress.

a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.

1) Review schedule for next period.

b. Review present and future needs of each entity present, including the following:

1) Interface requirements.
2) Sequence of operations.
3) Deliveries.
4) Access.
5) Site utilization.
6) Temporary facilities and controls.
7) Work hours.
8) Hazards and risks.
9) Progress cleaning.
10) Quality and work standards.
11) Status of correction of deficient items.
12) Field observations.
13) RFIs.
14) Status of proposal requests.
15) Pending changes.
16) Status of Change Orders.
17) Pending claims and disputes.
18) Documentation of information for payment requests.

3. Minutes: The Architect will record and distribute the meeting minutes.
4. Reporting: The Architect will distribute minutes of the meeting to each party present.

a. Schedule Updating: Revise Contractor's Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

E. Coordination Meetings: Schedule Project coordination meetings at weekly intervals. Project coordination meetings are in addition to specific meetings held for other purposes.

1. Attendees: In addition to representatives of the Contractor, each subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
2. Agenda: Review and correct or approve minutes of the previous coordination meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.

a. Combined Contractor's Construction Schedule: Review progress since the last coordination meeting. Determine whether each contract is on time, ahead of schedule, or behind schedule, in relation to Combined Contractor's Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
b. Schedule Updating: Revise Combined Contractor's Construction Schedule after each coordination meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with report of each meeting.
c. Review present and future needs of each contractor present, including the following:

1) Interface requirements.
2) Sequence of operations.
3) Deliveries.
4) Access.
5) Site utilization.
6) Temporary facilities and controls.
7) Work hours.
8) Hazards and risks.

9) Progress cleaning.
10) Quality and work standards.
11) Change Orders.

3. Reporting: Record meeting results and distribute copies to everyone in attendance and to others affected by decisions or actions resulting from each meeting.

1.8 REQUESTS FOR INFORMATION (RFIs)

A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, and if not possible to request interpretation at Project meeting, prepare and submit an RFI, to the Architect, in the form specified.

1. RFIs shall originate with Contractor or Subcontractor. RFIs submitted by entities other than the Contractor will be returned with no response.
2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.

B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:

1. Project name.
2. Date.
3. Name of Contractor.
4. Name of Architect.
5. RFI number, numbered sequentially.
6. Specification Section number and title and related paragraphs, as appropriate.
7. Drawing number and detail references, as appropriate.
8. Field dimensions and conditions, as appropriate.
9. Contractor's suggested solution(s). If Contractor's solution(s) impact the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
10. Contractor's signature.
11. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.

a. Supplementary drawings prepared by Contractor shall include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments.

C. Hard-Copy RFIs:

1. Identify each page of attachments with the RFI number and sequential page number.

D. Software-Generated RFIs: Software-generated form with substantially the same content as indicated above.

1. Attachments shall be electronic files in Adobe Acrobat PDF format.

E. Architect's Action: Architect will review each RFI, determine action required, and return it. Allow five working days for Architect's response for each RFI. RFIs received after 1:00 p.m. will be considered as received the following working day.

1. The following RFIs will be returned without action:

a. Requests for approval of submittals.

b. Requests for approval of substitutions.
c. Requests for coordination information already indicated in the Contract Documents.
d. Requests for adjustments in the Contract Time or the Contract Sum.
e. Requests for interpretation of Architect's actions on submittals.
f. Incomplete RFIs or RFIs with numerous errors.

2. Architect's action may include a request for additional information, in which case Architect's time for response will start again.
3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Division 01 Section "Contract Modification Procedures."

a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within 10 days of receipt of the RFI response.

F. On receipt of Architect's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify Architect within five days if Contractor disagrees with response.

G. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log biweekly. Include the following:

1. Project name.
2. Name and address of Contractor.
3. Name and address of Architect.
4. RFI number including RFIs that were dropped and not submitted.
5. RFI description.
6. Date the RFI was submitted.
7. Date Architect's response was received.
8. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 013100

# SECTION 013200 – CONSTRUCTION PROGRESS DOCUMENTATION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

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

1. Contractor's Construction Schedule.
2. Daily construction reports.
3. Material location reports.
4. Field condition reports.
5. Special reports.

B. Related Sections include the following:

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

### 1.3 SUBMITTALS

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

1. Submit an electronic copy of schedule, using software indicated, on CD-R, and labeled to comply with requirements for submittals. Include type of schedule (Initial or Updated) and date on label.

B. Daily Construction Reports: Submit two copies at weekly intervals, to the Architect.

C. Material Location Reports: Submit two copies at monthly intervals, to the Architect.

D. Field Condition Reports: Submit two copies at time of discovery of differing conditions, to the Architect.

E. Special Reports: Submit two copies at time of unusual event, to the Architect.

1.4 QUALITY ASSURANCE

A. Review and approval by the Owner and Owner's Representative of the Contractor's Construction Schedule is advisory only and does not relieve the Contractor of the responsibility for completing the work within the Contract time.

1.5 COORDINATION

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

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

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

C. Calendar: Compile a project calendar for use in scheduling. Incorporate all limitations on working days and working hours, including the following:

1. Legal Holidays.
2. Other non-working days determined by the Contractor.
3. Optional working days determined by the Contractor.

PART 2 - PRODUCTS

2.1 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

A. Time Frame: Extend schedule from date established for commencement of the Work to date of Substantial Completion.

1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.

B. Activities: Treat each story or separate area as a separate numbered activity for each principal element of the Work. Comply with the following:

1. Activity Duration: Define activities so no activity is longer than 10 days, unless specifically allowed by Architect.
2. Procurement Activities: Include procurement process activities for the following long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
3. Submittal Review Time: Include review and resubmittal times indicated in Division 01 Section "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's Construction Schedule with Submittals Schedule.
4. Startup and Testing Time: Include not less than one day for startup and testing.
5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's and Owner's Representative's administrative procedures necessary for certification of Substantial Completion.

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.

1. Work under More Than One Contract: Include a separate activity for each contract.
2. Work by Owner: Include a separate activity for each portion of the Work performed by Owner.
3. Work Restrictions: Show the effect of the following items on the schedule:

    a. Partial occupancy before Substantial Completion.
    b. Use of premises restrictions.
    c. Provisions for future construction.
    d. Seasonal variations.
    e. Environmental control.

4. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:

    a. Subcontract awards.
    b. Submittals.
    c. Purchases.
    d. Mockups.
    e. Fabrication.
    f. Sample testing.
    g. Deliveries.
    h. Installation.
    i. Tests and inspections.
    j. Adjusting.
    k. Curing.
    l. Startup and placement into final use and operation.

5. Other Constraints: Include the following specific activities in each trade in each phase.

    a. Interface between Contractor and Subcontractor.
    b. Electrical connections to each piece of equipment.
    c. Mechanical connections to each piece of equipment.
    d. Concrete finishing.
    e. Site work constraints on other activities.

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

E. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using fragnets to demonstrate the effect of the proposed change on the overall project schedule.

F. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:

1. Unresolved issues.
2. Unanswered Requests for Information.
3. Rejected or unreturned submittals.
4. Notations on returned submittals.
5. Pending modifications affecting the Work and Contract Time.

G. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.

H. Computer Software: Prepare schedules using a program that has been developed specifically to manage construction schedules.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)

A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's construction schedule within 30 days of date established for commencement of the Work. Base schedule on the startup construction schedule and additional information received since the start of Project.

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

1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in 10 percent increments within time bar.

2.3 REPORTS

A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:

1. List of subcontractors at Project site.
2. List of separate contractors at Project site.
3. Approximate count of personnel at Project site.
4. Equipment at Project site.
5. Material deliveries.
6. High and low temperatures and general weather conditions.
7. Accidents.
8. Meetings and significant decisions.
9. Unusual events (refer to special reports).
10. Stoppages, delays, shortages, and losses.
11. Meter readings and similar recordings.
12. Emergency procedures.
13. Orders and requests of authorities having jurisdiction.
14. Change Orders received and implemented.
15. Construction Change Directives received and implemented.
16. Services connected and disconnected.
17. Equipment or system tests and startups.
18. Partial Completions and occupancies.
19. Substantial Completions authorized.

B. Material Location Reports: At monthly intervals, prepare and submit a comprehensive list of materials delivered to and stored at Project site. List shall be cumulative, showing materials previously reported plus items recently delivered. Include with list a statement of progress on and delivery dates for materials or items of equipment fabricated or stored away from Project site.

C. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare and submit a detailed report. Submit with a request for interpretation. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

2.4 SPECIAL REPORTS

A. General: Submit special reports directly to Owner within one day of an occurrence. Distribute copies of report to parties affected by the occurrence.

B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

A. Contractor's Construction Schedule Updating: At monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before submission of Application for Payment.

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.
4. Evaluate progress of the work jointly with the Owner and Owner’s Representative at the end of each week to show progress and identify conflicts.

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

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

END OF SECTION 013200

# SECTION 013300 – SUBMITTAL PROCEDURES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. Section includes requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.

B. Related Sections include the following:

1. Division 01 Section "Payment Procedures" for submitting Applications for Payment and the Schedule of Values.
2. Division 01 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes and for submitting Coordination Drawings.
3. Division 01 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule.
4. Division 01 Section "Quality Requirements" for submitting test and inspection reports and for mockup requirements.
5. Division 01 Section "Closeout Procedures" for submitting warranties.
6. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
7. Division 01 Section "Operation and Maintenance Data" for submitting operation and maintenance manuals.
8. Divisions 02 through 26 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.

C. File Transfer Protocol (FTP): Communications protocol that enables transfer of files to and from another computer over a network and that serves as the basis for standard Internet protocols. An FTP site is a portion of a network located outside of network firewalls within which internal and external users are able to access files.

D. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.

1.4 ACTION SUBMITTALS

A. Submittal Schedule: Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.

1. Coordinate submittal schedule with list of subcontracts, the schedule of values, and Contractor's construction schedule.
2. Initial Submittal: Submit concurrently with startup construction schedule. Include submittals required during the first 60 days of construction. List those submittals required to maintain orderly progress of the Work and those required early because of long lead time for manufacture or fabrication.
3. Final Submittal: Submit concurrently with the first complete submittal of Contractor's construction schedule.

    a. Submit revised submittal schedule to reflect changes in current status and timing for submittals.

4. Format: Arrange the following information in a tabular format:

    a. Scheduled date for first submittal.
    b. Specification Section number and title.
    c. Submittal category: Action; informational.
    d. Name of subcontractor.
    e. Description of the Work covered.
    f. Scheduled date for Architect's final release or approval.
    g. Scheduled date of fabrication.
    h. Scheduled dates for purchasing.
    i. Scheduled dates for installation.
    j. Activity or event number.

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. General: Electronic copies of CAD Drawings of the Contract Drawings will not be provided by Architect for Contractor's use in preparing submittals, except as permitted in Division 01 Section “Project Management and Coordination” for use in preparing coordination drawings.

B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
3. 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.

    a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.

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

    a. Resubmittals will be reviewed no more than two times at the Owner's expense. Resubmittals which fail to comply with Contract requirements will be reviewed at the Contractor's expense, based on an hourly rate of $75 per hour, not to exceed $600 for each subsequent submittal.
    b. The Owner reserves the right to deduct said reimbursement from the Contractor's application for payment on a monthly basis.

4. Concurrent Consultant Review: Submittals may be transmitted simultaneously to Architect and to Architect's consultants, as required. Allow two weeks for review of each submittal. Consultant will return submittal to Architect before being returned to Contractor.

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.
3. Include the following information on label for processing and recording action taken:

    a. Project name.
    b. Date.
    c. Name and address of Architect.
    d. Name and address of Contractor.
    e. Name and address of subcontractor.
    f. Name and address of supplier.
    g. Name of manufacturer.
    h. Submittal number or other unique identifier, including revision identifier.

        1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).

    i. Number and title of appropriate Specification Section.
    j. Drawing number and detail references, as appropriate.
    k. Location(s) where product is to be installed, as appropriate.
    l. Other necessary identification.

E. Paper Submittals: Place a permanent label or title block on each submittal item 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.
3. Include the following information for processing and recording action taken:

a. Project name.
b. Date.
c. Name of Architect.
d. Name of Contractor.
e. Name of subcontractor.
f. Name of supplier.
g. Name of manufacturer.
h. Submittal number or other unique identifier, including revision identifier.

1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).

i. Number and title of appropriate Specification Section.
j. Drawing number and detail references, as appropriate.
k. Location(s) where product is to be installed, as appropriate.
l. Other necessary identification.

4. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.

a. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect.

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

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

1) Revise list below to suit Project.
2) Project name.
3) Date.
4) Destination (To:).
5) Source (From:).
6) Names of subcontractor, manufacturer, and supplier.
7) Category and type of submittal.
8) Submittal purpose and description.
9) Specification Section number and title.
10) Drawing number and detail references, as appropriate.
11) Transmittal number, numbered consecutively.
12) Submittal and transmittal distribution record.
13) Remarks.
14) Signature of transmitter.

6. On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same label information as related submittal.

F. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:

1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
2. Name file with submittal number or other unique identifier, including revision identifier.

    a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).

3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by Architect.
4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to Owner, containing the following information:

    a. Project name.
    b. Date.
    c. Name and address of Architect.
    d. Name of Contractor.
    e. Name of firm or entity that prepared submittal.
    f. Names of subcontractor, manufacturer, and supplier.
    g. Category and type of submittal.
    h. Submittal purpose and description.
    i. Specification Section number and title.
    j. Specification paragraph number or drawing designation and generic name for each of multiple items.
    k. Drawing number and detail references, as appropriate.
    l. Location(s) where product is to be installed, as appropriate.
    m. Related physical samples submitted directly.
    n. Indication of full or partial submittal.
    o. Transmittal number.
    p. Submittal and transmittal distribution record.
    q. Other necessary identification.
    r. Remarks.

G. Options: Identify options requiring selection by Architect.

H. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by Architect on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

I. 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 “Approved” or “Approved as Corrected.”

J. 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.

K. Use for Construction: Use only final submittals with mark indicating “No Exception Taken” or “Make Corrections Noted” taken by Architect.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.

1. Submit electronic submittals via email as PDF electronic files.

a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.

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 catalog cuts.
b. Manufacturer's product specifications.
c. Standard color charts.
d. Statement of compliance with specified referenced standards.
e. Testing by recognized testing agency.
f. Application of testing agency labels and seals.
g. Notation of coordination requirements.
h. Availability and delivery time information.

4. For equipment, include the following in addition to the above, as applicable:

a. Wiring diagrams showing factory-installed wiring.
b. Printed performance curves.
c. Operational range diagrams.
d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.

5. Submit Product Data before or concurrent with Samples.
6. Submit Product Data in one of the following formats:

a. PDF electronic file.
b. Five paper copies of Product Data, unless otherwise indicated. Architect will return four copies. 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. Fabrication and installation drawings.
d. Roughing-in and setting diagrams.

e. Wiring diagrams showing field-installed wiring, including power, signal, and control wiring.
f. Shopwork manufacturing instructions.
g. Templates and patterns.
h. Schedules.
i. Design calculations.
j. Compliance with specified standards.
k. Notation of coordination requirements.
l. Notation of dimensions established by field measurement.
m. Relationship to adjoining construction clearly indicated.
n. Seal and signature of professional engineer if specified.
o. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.

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 42 inches.
3. Number of Copies: Submit five paper copies of each submittal, unless copies are required for operation and maintenance manuals. Submit six copies where copies are required for operation and maintenance manuals. Architect will retain two copies; 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.

4. Samples for Initial Selection: Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.

a. Number of Samples: Submit two full sets of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. Architect will return submittal with options selected.

5. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured

or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

a. Number of Samples: Submit three sets of Samples. Architect will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a Project Record Sample.

1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
2) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Product Schedule or List: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:

1. Type of product. Include unique identifier for each product.
2. Number and name of room or space.
3. Location within room or space.
4. Number of Copies: Submit five copies of product schedule or list, unless otherwise indicated. Architect will return four copies.

a. Mark up and retain one returned copy as a Project Record Document.

F. Contractor's Construction Schedule: Comply with requirements specified in Division 01 Section "Construction Progress Documentation" for Architect's action.

G. Application for Payment and Schedule of Values: Comply with requirements specified in Division 01 Section "Payment Procedures."

H. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Division 01 Section "Quality Requirements."

I. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Division 01 Section "Closeout Procedures."

J. Maintenance Data: Comply with requirements specified in Division 01 Section "Operation and Maintenance Data."

K. Coordination Drawings: Comply with requirements specified in Division 01 Section "Project Management and Coordination."

L. 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.

M. 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.

N. 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.

O. 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.

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

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

R. 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.

S. 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.

T. Research/Evaluation Reports: Prepare written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:

1. Name of evaluation organization.
2. Date of evaluation.
3. Time period when report is in effect.
4. Product and manufacturers' names.
5. Description of product.
6. Test procedures and results.
7. Limitations of use.

U. 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.

V. 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.

W. 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.

X. 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.

Y. 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. Include the following, as applicable:

1. Preparation of substrates.
2. Required substrate tolerances.
3. Sequence of installation or erection.
4. Required installation tolerances.
5. Required adjustments.
6. Recommendations for cleaning and protection.

Z. Manufacturer's Field Reports: Prepare written information documenting factory-authorized service representative's tests and inspections. Include the following, as applicable:

1. Name, address, and telephone number of factory-authorized service representative making report.
2. Statement on condition of substrates and their acceptability for installation of product.
3. Statement that products at Project site comply with requirements.
4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
6. Statement whether conditions, products, and installation will affect warranty.
7. Other required items indicated in individual Specification Sections.

AA. 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.

BB. Material Safety Data Sheets (MSDSs): Submit information as required by law.

## 2.2 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.

1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to Architect.

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

1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

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. “No Exception Taken”; Submittal is approved without changes or corrections.
2. “Make Corrections Noted”; Submittal is approved based on changes or corrections noted. Contractor should resubmit one copy for record.
3. “Rejected”; Submittal was incomplete or did not meet the requirements of the Contract Documents. New submission is required. Contractor is responsible for any delays caused by unacceptable submittals.
4. “Revise and Resubmit”; Significant changes or corrections are required prior to approval of this submittal. Complete resubmittal addressing all notes is required. Contractor is responsible for any delays caused by incomplete submittals.
5. “Reviewed”; Used for Informational Submittals.

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. Incomplete or 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 013300

# SECTION 014000 – QUALITY REQUIREMENTS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 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, Owner’s Representative, or authorities having jurisdiction are not limited by provisions of this Section.

C. Related Sections include the following:

1. Division 01 Section "Construction Progress Documentation" for developing a schedule of required tests and inspections.
2. Division 01 Section "Cutting and Patching" for repair and restoration of construction disturbed by testing and inspecting activities.
3. Divisions 02 through 26 Sections for specific test and inspection requirements.

### 1.3 DEFINITIONS

A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.

B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect or Owner’s Representative.

C. Mockups: Full-size, physical assemblies that are constructed on-site. Mockups are used to verify selections made under sample submittals, to demonstrate aesthetic effects and, where indicated, qualities of materials and execution, and to review construction, coordination, testing, or operation; they are not Samples.

1. Approved mockups establish the standard by which the Work will be judged.
2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
3. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

D. Preconstruction Testing: Tests and inspections that are performed specifically for the Project before products and materials are incorporated into the Work to verify performance or compliance with specified criteria.

E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with industry standards.

F. Source Quality-Control Testing: Tests and inspections that are performed at the source, i.e., plant, mill, factory, or shop.

G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.

H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.

I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.

1. Using a term such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.

J. Experienced: When used with an entity, "experienced" means having successfully completed a minimum of five previous projects similar in size and scope to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

## 1.4 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.

1.5 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. Schedule of Tests and Inspections: Prepare in tabular form and include the following:

1. Specification Section number and title.
2. Description of test and inspection.
3. Identification of applicable standards.
4. Identification of test and inspection methods.
5. Number of tests and inspections required.
6. Time schedule or time span for tests and inspections.
7. Entity responsible for performing tests and inspections.
8. Requirements for obtaining samples.
9. Unique characteristics of each quality-control service.

C. 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.

D. 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.

1.6 QUALITY ASSURANCE

A. General: Qualifications paragraphs in this Article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.

B. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.

C. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

D. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.

E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in the State of Connecticut and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that are similar to those indicated for this Project in material, design, and extent.

F. Specialists: Certain sections of the Specifications require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.

1. Requirement for specialists shall not supersede building codes and regulations governing the Work.

G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 548; and with additional qualifications specified in individual Sections; and where required by authorities having jurisdiction, that is acceptable to authorities.

1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.

H. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.

I. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:

1. Contractor responsibilities include the following:

a. Provide test specimens representative of proposed products and construction.
b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
f. When testing is complete, remove test specimens, assemblies, mockups, and laboratory mockups; do not reuse products on Project.

2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

J. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:

1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
2. Notify Architect and Owner's Representative seven days in advance of dates and times when mockups will be constructed.
3. Demonstrate the proposed range of aesthetic effects and workmanship.
4. Obtain Architect's approval of mockups before starting work, fabrication, or construction.

    a. Allow seven days for initial review and each re-review of each mockup.

5. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
6. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
7. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.7 QUALITY CONTROL

A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.

1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
2. Payment for these services will be made by the 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.

    a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.

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 01 Section "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.

1. Retesting to be performed by the Inspection and Testing Agency that performed the original tests.
2. Retest original failed test and perform two additional tests at new locations to be determined by Architect and Testing Agency.
3. Continue retesting until compliance is achieved.

E. Testing Agency Responsibilities: Cooperate with Architect, Owner's Representative, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify Architect, Owner's Representative, 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.
7. Do not permit the Contractor to deviate from the requirements of the Contract Documents.

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.
2. Provide the Testing Agency with a complete set of Contract Documents.

H. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Submit schedule within 30 days of date established for commencement of the Work.

1. Distribution: Distribute schedule to Owner, Architect, Owner's Representative, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

1.8 SPECIAL TESTS AND INSPECTIONS

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

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

a. Costs associated with retesting and reinspecting are the responsibility of the Contractor.

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 and Owner's Representative'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.
2. Comply with the Contract Document requirements for Division 01 Section "Cutting and Patching."

B. Protect construction exposed by or for quality-control service activities.

C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

# SECTION 014200 – REFERENCES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 DEFINITIONS

A. General: Basic Contract definitions are included in the Conditions of the Contract.

B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.

C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."

D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."

E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.

F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.

G. "Install": Operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.

H. "Provide": Furnish and install, complete and ready for the intended use.

I. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

### 1.3 INDUSTRY STANDARDS

A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.

C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.

1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

D. Abbreviations and Acronyms for Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the organizations responsible for the standards and regulations.

1.4 ABBREVIATIONS AND ACRONYMS

A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Thomson Gale's "Encyclopedia of Associations" or in Columbia Books' "National Trade & Professional Associations of the U.S."

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 014200

# SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 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 "Summary" for limitations on utility interruptions and other work restrictions.
2. Division 01 Section "Submittal Procedures" for procedures for submitting copies of implementation and termination schedule and utility reports.
3. Division 01 Section "Execution" for progress cleaning requirements.
4. Divisions 02 through 26 Sections for temporary heat, ventilation, and humidity requirements for products in those Sections.

### 1.3 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, occupants of Project, testing agencies, and authorities having jurisdiction.

B. Water Service: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

C. Electric Power Service: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

### 1.4 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.

1.5 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 2-inch, 9-gage, galvanized steel, chain-link fabric fencing; minimum 6 feet high with galvanized steel pipe posts; minimum 2-3/8-inch- OD line posts and 2-7/8-inch- OD corner and pull posts, with 1-5/8-inch- OD top and bottom rails. Provide galvanized steel bases for supporting posts.

2.2 TEMPORARY FACILITIES

A. 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. Polyethylene Sheet: Reinforced, fire-resistive sheet, 10-mil minimum thickness, with flame-spread rating of 15 or less per ASTM E 84 and passing NFPA 701 Test Method 2.

B. Lumber and Plywood: Comply with requirements in Division 06 Section "Miscellaneous Rough Carpentry."

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

D. Electrical Power Cords: Provide grounded extension cords; use "hard-service" cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords, if single lengths will not reach areas where construction activities are in progress.

E. HVAC Equipment: 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. 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.

1. Where installations below an outlet might be damaged by spillage or leakage, provide a drip pan of suitable size to minimize water damage. Drain accumulated water promptly from pans.

C. 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.

D. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner.

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. 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.

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

1. Identification Signs: Provide Project identification sign as indicated.

a. Comply with requirements included in the sketch attached at the end of this Section.

2. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.

    a. Provide temporary, directional signs for construction personnel and visitors.

3. Maintain and touchup signs so they are legible at all times.

D. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere daily. Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold materials more than 7 days during normal weather or 3 days when the temperature is expected to rise above 80 deg F (27 deg C). Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly.

1. Comply with Division 01 Section "Execution" for progress cleaning requirements.
2. Provide sufficient quantity of dumpsters at strategic locations within the Contract limit lines for collection of waste from the work of all Subcontractors.
3. Do not pass materials through open windows, or through window openings when any portion of the window remains in the opening.

E. Temporary Lifts and Hoists: The Contractor shall provide, operate and maintain in safe operating order facilities for hoisting materials, rubbish, employees and to otherwise carry out the Work. Truck cranes, fork lifts, man lifts and similar devices required for the performance of the Work by each Subcontractor shall be provided by the Subcontractor.

1. Provide temporary lifts and hoists that comply in all respects with the most stringent of all applicable Federal (including OSHA), state and local laws, rules, regulations, codes and ordinances, and provisions of Division 01 of this Specification.
2. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

F. Staging and Scaffolding: Where staging and scaffolding is required, the Contractor shall provide the entire installation.

1. Staging shall be of approved design, erected and removed by experienced stage builders and shall have all accident prevention devices required by State and local laws.

G. Existing Stair Usage: Use of Owner's existing stairs will be permitted, as long as stairs are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore stairs to condition existing before initial use.

1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If, despite such protection, stairs become damaged, restore damaged areas so no evidence remains of correction work.

## 3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

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

1. Comply with work restrictions specified in Division 01 Section "Summary."

B. 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 entire Project site or portion 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.

C. 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.

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

E. Temporary Enclosures: Provide all temporary enclosures for protection of construction in progress and completed, from exposure, foul weather, other construction operations and similar activities.

1. Install tarpaulins securely, with fire-retardant-treated wood framing and other materials. Close openings of 25 square feet or less with plywood or similar materials.
2. Close openings through floor or roof decks and horizontal surfaces with load-bearing wood-framed construction.
3. Where temporary wood or plywood enclosure exceeds 100 square feet in area, use UL-labeled fire-retardant treated material for framing and main sheathing.
4. Do not use new permanent doors and frames for temporary enclosures until finishing work is begun, and then only if carefully protected from damage. Prior to installation of permanent doors and frames, provide temporary wood or plywood doors with wood frames and proper hardware to make the doors self-closing.

    a. Close and lock all openings accessible from ground level at end of each day's work to prevent entry of unauthorized persons.

F. Protection: Protect the Work at all times from damages. Provide all pumps, equipment and enclosures to ensure this protection.

1. Remove all snow and ice as may be required for proper protection and prosecution of the work.
2. Provide all shoring, bracing and sheeting as required for safety and for proper execution of work.
3. Protect all work from damage during cold weather. If low temperatures make it impossible to continue operations safely in spite of cold weather precautions, cease work and notify Architect. Repair and/or replacement of all work damaged from frost, freezing or any elements of the weather are the responsibility of the Contractor responsible for temporary protection of the Work.
4. Should high wind warnings be issued by the U.S. Weather Advisory Bureau, take every precaution to minimize danger to persons, to the Work, and to adjacent properties, including, but not limited to, removing all loose materials, tools and/or equipment from exposed locations, and removing or securing scaffolding or other temporary work.
5. Protect the building and the site from damage, loss or liability due to theft or vandalism when the work is not in progress at night, weekends, or holidays.
6. Exercise precaution for the protection of persons and property at all times. Observe the provisions of applicable laws and construction codes. Take additional safety and health measures, or cause such measures to be taken as reasonably necessary. Maintain guards on machinery, equipment and other hazards as set forth in the safety provisions of the Manual of Accident Prevention in Construction, published by the Associated General Contractors of America, to the extent that such provisions are not in contravention of applicable laws.
7. Protect and preserve in operating conditions all utilities traversing the work area. Repair all damages to any utility due to work performed under this Contract, the satisfaction of the Architect at no additional cost to the Owner.

G. 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.

3.5 OPERATION, TERMINATION, AND REMOVAL

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

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

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

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

D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.

1. Materials and facilities that constitute temporary facilities are property of Contractor.
2. At Substantial Completion, clean and renovate permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 01 Section "Closeout Procedures."

END OF SECTION 015000

# SECTION 016000 - PRODUCT REQUIREMENTS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative and procedural requirements for selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.

B. Related Sections include the following:

1. Division 01 Section "References" for applicable industry standards for products specified.
2. Division 01 Section "Closeout Procedures" for submitting warranties for Contract closeout.
3. Divisions 02 through 26 Sections for specific requirements for warranties on products and installations specified to be warranted.

### 1.3 DEFINITIONS

A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.

1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
2. New Products: Items that have not previously been incorporated into another project or facility, except that products consisting of recycled-content materials are allowed, unless explicitly stated otherwise. Products salvaged or recycled from other projects are not considered new products.
3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.

C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "basis of design," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of other named manufacturers.

1.4 SUBMITTALS

A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Substitution Request Form: Use CSI Form 13.1A or other form acceptable to Architect.
2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:

a. Statement indicating why specified material or product cannot be provided.
b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
e. Samples, where applicable or requested.
f. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
g. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
h. Research/evaluation reports evidencing compliance with building code in effect for Project, from a model code organization acceptable to authorities having jurisdiction.
i. Detailed comparison of Contractor's Construction Schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating lack of availability or delays in delivery.
j. Cost information, including a proposal of change, if any, in the Contract Sum.
k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.

3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within 7 days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.

a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
b. Use product specified if Architect cannot make a decision on use of a proposed substitution within time allocated.

B. Comparable Product Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.

a. Form of Approval: As specified in Division 01 Section "Submittal Procedures."
b. Use product specified if Architect cannot make a decision on use of a comparable product request within time allocated.

C. Basis-of-Design Product Specification Submittal: Comply with requirements in Division 01 Section "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.

1. Each Contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
2. If a dispute arises between Contractors over concurrently selectable but incompatible products, Architect will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer's written instructions.

B. Delivery and Handling:

1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.

C. Storage:

1. Store products to allow for inspection and measurement of quantity or counting of units.
2. Store materials in a manner that will not endanger Project structure.
3. Store products that are subject to damage by the elements, under cover in a weathertight enclosure above ground, with ventilation adequate to prevent condensation.
4. Store cementitious products and materials on elevated platforms.
5. Store foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
6. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
7. Protect stored products from damage and liquids from freezing.
8. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.

1. Manufacturer's Warranty: Preprinted written warranty published by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
2. Special Warranty: Written warranty required by or incorporated into the Contract Documents, either to extend time limit provided by manufacturer's warranty or to provide more rights for Owner.

B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution. Submit a draft for approval before final execution.

1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
2. Specified Form: When specified forms are included with the Specifications, prepare a written document using appropriate form properly executed.
3. Refer to Divisions 02 through 26 Sections for specific content requirements and particular requirements for submitting special warranties.

C. List of Warranties: Provide warranties for products and installations as specified, including but not limited to the following:

1. Sealant: Division 07 Section “Joint Sealants.”

D. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, that are new at time of installation.

1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
4. Where products are accompanied by the term "as selected," Architect will make selection.
5. Where products are accompanied by the term "match sample," sample to be matched is Architect's.
6. Descriptive, performance, and reference standard requirements in the Specifications establish "salient characteristics" of products.
7. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in Part 2 "Comparable Products" Article to obtain approval for use of an unnamed product.

B. Product Selection Procedures:

1. Products: Where Specifications include a list of names of both products and manufacturers, provide one of the products listed that complies with requirements.
2. Manufacturers: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
3. Product Options: Where Specifications indicate that sizes, profiles, and dimensional requirements on Drawings are based on a specific product or system, provide the specified product or system. Comply with provisions in Part 2 "Product Substitutions" Article for consideration of an unnamed product or system.
4. Basis-of-Design Product: Where Specifications name a product and include a list of manufacturers, provide the specified product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with provisions in Part 2 "Comparable Products" Article for consideration of an unnamed product by the other named manufacturers.
5. Visual Matching Specification: Where Specifications require matching an established Sample, select a product that complies with requirements and matches Architect's sample. Architect's decision will be final on whether a proposed product matches.

    a. If no product available within specified category matches and complies with other specified requirements, comply with provisions in Part 2 "Product Substitutions" Article for proposal of product.

6. Visual Selection Specification: Where Specifications include the phrase "as selected from manufacturer's colors, patterns, textures" or a similar phrase, select a product that complies with other specified requirements.

    a. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that does not include premium items.
    b. Full Range: Where Specifications include the phrase "full range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

## 2.2 PRODUCT SUBSTITUTIONS

A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:

    a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
    b. Substitution request is fully documented and properly submitted.
    c. Requested substitution will not adversely affect Contractor's construction schedule.
    d. Requested substitution has received necessary approvals of authorities having jurisdiction.
    e. Requested substitution is compatible with other portions of the Work.
    f. Requested substitution has been coordinated with other portions of the Work.
    g. Requested substitution provides specified warranty.
    h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

B. Substitutions for Convenience: Architect will consider requests for substitution if received within 30 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of Architect.

1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:

   a. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Architect for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
   b. Requested substitution does not require extensive revisions to the Contract Documents.
   c. Requested substitution is consistent with the Contract Documents and will produce indicated results.
   d. Substitution request is fully documented and properly submitted.
   e. Requested substitution will not adversely affect Contractor's construction schedule.
   f. Requested substitution has received necessary approvals of authorities having jurisdiction.
   g. Requested substitution is compatible with other portions of the Work.
   h. Requested substitution has been coordinated with other portions of the Work.
   i. Requested substitution provides specified warranty.
   j. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

2.3 COMPARABLE PRODUCTS

A. Conditions: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:

1. Evidence that the proposed product does not require extensive revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

# SECTION 017300 - EXECUTION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes general procedural requirements governing execution of the Work including, but not limited to, the following:

1. General installation of products.
2. Progress cleaning.
3. Protection of installed construction.
4. Correction of the Work.

B. Related Sections include the following:

1. Division 01 Section "Project Management and Coordination" for procedures for coordinating field engineering with other construction activities.
2. Division 01 Section "Cutting and Patching" for procedural requirements for cutting and patching necessary for the installation or performance of other components of the Work.
3. Division 01 Section "Closeout Procedures" for final cleaning.

## 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 Owner that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.

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

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

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

## 3.3 INSTALLATION

A. 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 7’-6” in spaces without a suspended ceiling.

B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.

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

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

E. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

F. 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.

G. 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.

H. 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.

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

## 3.4 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 regulations.

B. Site: Maintain Project site free of waste materials and debris.

C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.

1. Remove liquid spills promptly.
2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

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

G. Waste Disposal: Burying or burning waste materials on-site will not be permitted. Washing waste materials down sewers or into waterways will not be permitted.

H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.

I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.

J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

## 3.5 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.

## 3.6 CORRECTION OF THE WORK

A. Repair or remove and replace defective construction. Restore damaged substrates and finishes. Comply with requirements in Division 01 Section "Cutting and Patching."

1. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment.

B. Restore permanent facilities used during construction to their specified condition.

C. Remove and replace damaged surfaces that are exposed to view if surfaces cannot be repaired without visible evidence of repair.

D. Repair components that do not operate properly. Remove and replace operating components that cannot be repaired.

E. Remove and replace chipped, scratched, and broken glass or reflective surfaces.

END OF SECTION 017300

# SECTION 017329 – CUTTING AND PATCHING

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

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

### 1.3 DEFINITIONS

A. Cutting: Penetration of in-place construction necessary to permit installation or performance of other Work, including the removal of debris.

B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

### 1.4 SUBMITTALS

A. Cutting and Patching Proposal: Submit a proposal describing procedures at least 10 days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:

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

1.5 QUALITY ASSURANCE

A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio. Structural elements include, but are not limited to the following:

1. Concrete foundation construction.
2. Bearing and retaining walls, including architectural precast panels.
3. Lintels.
4. Structural steel frame.
5. Structural decking.
6. Miscellaneous structural metals.
7. Interior and/or exterior load bearing masonry wall construction.

B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety. Operating elements include the following:

1. Primary operational systems and equipment.
2. Air or smoke barriers.
3. Mechanical systems piping and ducts.
4. Control systems.
5. Communication systems.
6. Electrical wiring systems.

C. Miscellaneous Elements: Do not cut and patch miscellaneous elements or related components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety. Miscellaneous elements include the following:

1. Water, moisture, or vapor barriers.
2. Membranes and flashings.
3. Piping, ductwork, vessels, and equipment.
4. Noise- and vibration-control elements and systems.
5. Roofing systems.

D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.

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 and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
4. 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.

5. 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 017329

# SECTION 017700 – CLOSEOUT PROCEDURES

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:

1. Substantial Completion procedures.
2. Final completion procedures.
3. Warranties.
4. Final cleaning.
5. Repair of the Work.

B. Related Sections include the following:

1. Division 01 Section "Payment Procedures" for requirements for Applications for Payment for Substantial and Final Completion.
2. Division 01 Section "Execution" for progress cleaning of Project site.
3. Division 01 Section "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
4. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
5. Divisions 02 through 26 Sections for specific closeout and special cleaning requirements for the Work in those Sections.

### 1.3 ACTION SUBMITTALS

A. Product Data: For cleaning agents.

B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.

C. Certified List of Incomplete Items: Final submittal at Final Completion.

### 1.4 CLOSEOUT SUBMITTALS

A. Certificates of Release: From authorities having jurisdiction.

B. Certificate of Insurance: For continuing coverage.

1.5 MAINTENANCE MATERIAL SUBMITTALS

A. Schedule of Maintenance Material Items: For maintenance material submittal items specified in other Sections.

1.6 SUBSTANTIAL COMPLETION PROCEDURES

A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.

B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
3. Submit closeout submittals specified in individual Divisions 2 through 16 Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
4. Submit maintenance material submittals specified in individual Divisions 2 through 16 Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number where applicable.

    a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Architect’s signature for receipt of submittals.

5. Submit test/adjust/balance records.
6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.

C. Procedures Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Perform preventive maintenance on equipment used prior to Substantial Completion.
2. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
3. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
4. Complete final cleaning requirements, including touchup painting.
5. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

1. 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.

1.7 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:

1. 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.
2. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
3. Submit lien waivers and/or certificate of payment received, as required by Owner, from all subcontractors.
4. 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 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.

1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.

1. Organize list of spaces in sequential order.
2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:

a. Project name.
b. Date.
c. Name of Architect.
d. Name of Owner’s Representative.
e. Name of Contractor.
f. Page number.

1.9 SUBMITTAL OF PROJECT 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. 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.

C. 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. Remove labels that are not permanent.
j. 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.

k. Leave Project clean and ready for occupancy.

2. Before requesting final inspection for determining date of Final Completion, complete cleaning operations listed above as required following Substantial Completion and completion of all punch list items.

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 017700

# SECTION 017823 - OPERATION AND MAINTENANCE DATA

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:

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

B. Related Sections include the following:

1. Division 01 Section "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.
2. Division 01 Section "Closeout Procedures" for submitting operation and maintenance manuals.
3. Division 01 Section "Project Record Documents" for preparing Record Drawings for operation and maintenance manuals.
4. Divisions 02 through 26 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. Submittals: **Submit three (3) draft copies** of each manual at least 15 days before requesting inspection for Substantial Completion. Include a complete operation and maintenance directory. Architect will return two copies of draft and mark whether general scope and content of manual are acceptable.

1. Correct or modify each manual to comply with Architect's comments. Submit 2 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 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 typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software diskettes 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.

## 2.2 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.

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.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

B. 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.

C. 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.

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

END OF SECTION 017823

# SECTION 017839 - PROJECT RECORD DOCUMENTS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 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.
4. Miscellaneous record submittals.

B. Related Sections include the following:

1. Division 01 Section "Closeout Procedures" for general closeout procedures.
2. Division 01 Section "Operation and Maintenance Data" for operation and maintenance manual requirements.
3. Divisions 02 through 26 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. Initial Submittal: Submit one paper copy set of marked-up record prints and one set(s) of plots from corrected record digital data files. Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
b. Final Submittal: Submit one paper copy set of marked-up record prints, one set(s) of record digital data files, and three set(s) of record digital data file plots. Plot each drawing file, whether or not changes and additional information were recorded.

1) Electronic Media: DVD-R.

B. Record Specifications: Submit two (2) copies of Project's Specifications, including addenda and contract modifications.

C. Record Product Data: Submit two (2) copies 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 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 or Construction Change Directive.
   k. Changes made following Architect's written orders.
   l. Details not on the original Contract Drawings.
   m. Field records for variable and concealed conditions.
   n. Record information on the Work that is shown only schematically.

3. Mark the Contract Drawings 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 Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Newly Prepared Record Drawings: Prepare new Drawings instead of preparing record Drawings where Architect determines that neither the original Contract Drawings nor Shop Drawings are suitable to show actual installation.

1. New Drawings may be required when a Change Order is issued as a result of accepting an alternate, substitution, or other modification.
2. Consult Architect for proper scale and scope of detailing and notations required to record the actual physical installation and its relation to other construction. Integrate newly prepared record Drawings into record Drawing sets; comply with procedures for formatting, organizing, copying, binding, and submitting.

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

1. Record Prints: Organize Record Prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
3. Identification: As follows:

   a. Project name.
   b. Date.
   c. Designation "PROJECT RECORD DRAWINGS."
   d. Name of Architect.

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.
4. For each principal product, indicate whether Record Product Data has been submitted in operation and maintenance manuals instead of submitted as Record Product Data.
5. Note related Change Orders, Record Product Data, and Record Drawings where applicable.

B. Format: Submit record Specifications as paper copy.

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, Record Specifications, and Record Drawings where applicable.

B. Format: Submit record Product Data as paper copy.

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

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.

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

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

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

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

B. Maintenance of Record Documents and Samples: Store Record Documents and Samples in the field office apart from the Contract Documents used for construction. Do not use Project Record Documents for construction purposes. Maintain Record Documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to Project Record Documents for Architect's reference during normal working hours.

1. Acceptance of Application for payment is contingent upon acceptance of maintained and up-to-date record documents.

END OF SECTION 017839

# SECTION 018119 – INDOOR AIR QUALITY REQUIREMENTS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. This Section includes the following:

1. Microbial and fungal contamination control.
2. Indoor air quality and pollution control.
3. Heating, ventilating, and air conditioning.
4. Description of Indoor Air Quality (IAQ) Construction Plan.
5. IAQ Construction requirements.

B. Related Sections: The following Sections contain requirements that relate to this Section:

1. Division 01 Section "Temporary Facilities and Controls" for temporary facility requirements.
2. Division 01 Section "Closeout Procedures" for final cleaning.

### 1.3 INDOOR AIR QUALITY

A. Goals: The Owner has set the following goals to maintain indoor air quality for jobsite operations for this Project, within the limits of the construction schedule, Contract sum, and utilizing available materials, equipment, products, and services.

1. Protect workers on-site from undue health risks during construction.
2. Prevent residual problems with indoor air quality in the completed building.

B. Product Emission Rate Standards: Test to ASTM D 5116 for Maximum Indoor Air Concentration Levels.

1. Formaldehyde:

   a. 0.03 parts per million where no other requirements are specified.
   b. 0.005 parts per million where products are specified as formaldehyde free.

2. Total VOC Emissions for Carpet Tile, Adhesives, and Sealers: 0.05 mg/m2 per hour.
3. 4 Phenyl Cyclohexene (4-PC) Particulate Emissions for Carpet: 1 part per billion.
4. Total Particulate Emission Rate Levels: 50 ug/m3.
5. Primary and Secondary Regulated Pollutants: Conform to USEPA, Code of Federal Regulations, Title 40, Part 50 National Air Ambient Air Quality Standard. Refer to EPA Web Site: http://www.epa.gov/epahome/rules.html#codified.
6. Other Pollutants not Listed: Not greater than 1/10 of Threshold Limit Value - Time Weighted Average (TLV-TWA) Industrial workplace standard.

C. Architectural Coatings - Volatile Organic Compound (VOC) Content Limits: Conform to US Environmental Protection Agency (EPA) Federal Register 48886/Vol. 63, No. 176 Friday, September 11, 1998/Rules and Regulations. Refer to EPA Web Site: http://www.epa.gov/.

1.4 SUBMITTALS

A. Indoor Air Quality Construction Plan: Within fourteen (14) days of Notice to Proceed, prior to any waste removal by the Contractor, the Contractor shall develop and submit for review an indoor air quality plan, including the following:

1. List of IAQ protective measures to be instituted on the site.
2. Schedule for inspections and maintenance of IAQ measures.

B. Substitutions: If the Contractor elects to use procedures, materials, equipment or products that are not specified, but meet the intent of these specifications, submit an alternative solution for approval.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Do not use products in combination with or in contact with other products that can be identified as combining to form toxic fumes or sustained odors.

B. Do not use solvents within interior areas that may penetrate and be retained in absorptive materials such as concrete, gypsum board, wood, cellulose products, fibrous material, and textiles.

PART 3 - EXECUTION

3.1 GENERAL

A. Protect construction materials from contamination and pollution from contact with construction dust, debris, fumes, solvents, and other environmentally polluting materials.

B. Conduct regular inspection and maintenance of indoor air quality measures including ventilation system protection, and ventilation rate.

C. Use low-toxic cleaning supplies for surfaces, equipment, and worker's personal use. Options include soybean-based solvents and cleaning options and citrus-based cleaners.

D. Use safety meetings, signage, and subcontractor agreements to communicate the goals of the indoor air quality construction plan.

E. Clean spills immediately involving solvents or cleaners.

3.2 HEATING, VENTILATING, AND AIR CONDITIONING

A. The Contractor is required to meet or exceed the minimum requirements of the Sheet Metal and Air conditioning National Contractor's Association (SMACNA) IAQ Guidelines for Occupied Buildings Under Construction, 1995, and the following:

1. Do not run HVAC system during course of construction. Seal ductwork intake and exhaust vents as required.
2. Heat, dehumidify and ventilate building during course of Work as necessary to maintain environmental conditions suitable for drying and curing materials and for prevention of conditions suitable for mold and mildew growth.

    a. Ventilate building removing moisture, dust, fumes, and odors.
    b. Temper and dehumidify air as needed to remove excess moisture.
    c. Refer to Division 01 Section "Temporary Facilities and Controls" for temporary heating requirements.

3. Flush out building prior to Substantial Completion.

    a. Install new filters and run air handling units using 100 percent outside air for a two week period, or until five air exchanges of the building have been completed. Maintain indoor air temperature at 60 deg F during this period.
    b. Install new filters following flush out.

3.3 MICROBIAL AND FUNGAL CONTAMINATION CONTROL

A. Perform, schedule, and sequence Work as required to limit conditions supporting formations of microbes, molds, and fungi.

    1. Control water penetration, dampness, and humidity to prevent products not treated for exterior use from becoming soaked or damp.

B. When visible formations are observed and when formations completely removed by non-abrasive surface cleaning:

    1. Remove and replace materials identified as food sources for microbes, molds, and fungi.
    2. Correct conditions supporting microbial, mold, and fungal growth.

C. Remove interior products and finishes, identified as food sources, that have absorbed sufficient moisture to become damp whether or not microbial, mold, or fungal growth is observed. Products may include, but not be limited to, the following:

    1. Gypsum board cores.
    2. Organic materials composed of cellulose fiber or paper.
    3. Materials containing sucrose or other binders identified as supporting microbial growth.

D. Remove fibrous insulation materials subject to retaining moisture such as duct liner, insulation, and other materials that are made wet or damp and cannot immediately be made dry.

E. Repair or replace ductwork, pans, and other conditions where moisture condensation, water penetration, or drained water has caused damage to such materials.

    1. Remove conditions that have become an environment for microbes, molds, or fungi.
    2. Do not permit conditions leading to standing water.

F. Remedial Action: Notify Owner, Owner's Representative, and Architect prior to beginning remedial action where continuation by hazardous chemicals, microbes, and fungi is suspected.

3.4 DUST CONTROL

A. Levels of airborne respirable dust in excess of 15pg/m3 are considered excessive. Should such levels be reached or exceeded, discontinue activities which are creating dust, clean all surfaces, and take action to reduce the level of dust being created to within acceptable limits.

END OF SECTION 018119

# SECTION 024119 - SELECTIVE DEMOLITION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes the following:

1. Demolition and removal of selected portions of building or structure, including portions of masonry chimney, as indicated.
2. Demolition and removal of floor finishes as indicated.
3. Demolition and removal of exterior storm doors and windows.
4. Demolition and removal of mechanical equipment, as indicated.

B. Related Sections include the following:

1. Division 01 Section "Summary" for use of premises and Owner-occupancy requirements.
2. Division 01 Section "Temporary Facilities and Controls" for temporary construction and environmental-protection measures for selective demolition operations.
3. Division 01 Section "Cutting and Patching" for cutting and patching procedures.

### 1.3 DEFINITIONS

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

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

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.

### 1.4 MATERIALS OWNERSHIP

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

1.5 PRE-DEMOLITION MEETING

A. Pre-demolition Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to selective demolition including, but not limited to, the following:

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

1.6 INFORMATIONAL SUBMITTALS

A. Proposed Protection Measures: Submit report, including drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection, for dust control, and for noise control. Indicate proposed locations and construction of barriers.

B. Schedule of Selective Demolition Activities: Indicate the following:

1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity. Ensure Owner's on-site operations are uninterrupted.
2. Interruption of utility services. Indicate how long utility services will be interrupted.
3. Coordination for shutoff, capping, and continuation of utility services.
4. Use of stairs.
5. Locations of proposed dust- and noise-control temporary partitions and means of egress.
6. Coordination of Owner's continuing occupancy of portions of existing building.
7. Means of protection for items to remain and items in path of waste removal from building.

C. Predemolition Photographs or Video: Submit before Work begins.

D. Warranties: Documentation indicated that existing warranties are still in effect after completion of selective demolition.

1.7 CLOSEOUT SUBMITTALS

A. Inventory: After selective demolition is complete, submit a list of items that have been removed and salvaged.

B. Landfill Records: Indicate receipt and acceptance of hazardous wastes by a landfill facility licensed to accept hazardous wastes.

1.8 QUALITY ASSURANCE

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

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

1.9 PROJECT CONDITIONS

A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.

1. Comply with requirements specified in Division 01 Section "Summary."

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

C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

D. Hazardous Materials: Hazardous materials may are present in construction to be selectively demolished. A report on the presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.

1. Hazardous material remediation is specified in other Division 02 Sections.
2. If unidentified hazardous materials are encountered during the work, do not disturb hazardous materials or items suspected of containing hazardous materials. Stop all work on the project and immediately notify Architect.

E. Storage or sale of removed items or materials on-site is not permitted.

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

1. Maintain fire-protection facilities in service during selective demolition operations.

1.10 WARRANTY

A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:

1. Asphalt shingle roofing.

B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

PART 2 - PRODUCTS

2.1 PEFORMANCE REQUIREMENTS

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

B. Standards: Comply with ANSI/ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Verify that utilities have been disconnected and capped.

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

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

D. 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.

E. Engage a professional engineer to survey condition of building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during selective demolition operations.

F. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs.

1. Comply with requirements specified in Division 01 Section "Photographic Documentation."
2. Inventory and record the condition of items to be removed and salvaged. Provide photographs of conditions that might be misconstrued as damage caused by salvage operations.
3. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.

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.

1. Comply with requirements for existing services/systems interruptions specified in Division 01 Section "Summary."

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. Owner will arrange to shut off indicated services/systems when requested by Contractor.
2. 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. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated to be removed.

a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material.
c. Equipment to Be Removed: Disconnect and cap services and remove equipment.

d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.

## 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 "Temporary Facilities and Controls."

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

1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
4. Cover and protect furniture, furnishings, and equipment that have not been removed.
5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Division 01 Section "Temporary Facilities and Controls."
6. Comply with indoor air quality requirements specified in Division 01 Section “Indoor Air Quality Construction Plan.”

C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.

1. Strengthen or add new supports when required during progress of selective demolition.

## 3.4 SELECTIVE DEMOLITION, GENERAL

A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:

1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping, to minimize disturbance of adjacent surfaces. Temporarily cover openings to remain.
3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting

flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.

5. Maintain adequate ventilation when using cutting torches.
6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
9. Dispose of demolished items and materials promptly.

B. Removed and Salvaged Items:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.
5. Protect items from damage during transport and storage.

C. Removed and Reinstalled Items:

1. Clean and repair items to functional condition adequate for intended reuse. Paint equipment to match new equipment.
2. Pack or crate items after cleaning and repairing. Identify contents of containers.
3. Protect items from damage during transport and storage.
4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.

D. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and reinstalled in their original locations after selective demolition operations are complete.

## 3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

A. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.

B. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, then break up and remove.

C. Resilient Floor Coverings: Remove floor coverings and adhesive according to recommendations in RFCI's "Recommended Work Practices for the Removal of Resilient Floor Coverings." Do not use methods requiring solvent-based adhesive strippers.

1. Remove residual adhesive and prepare substrate for new floor coverings by one of the methods recommended by RFCI.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

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

1. Do not allow demolished materials to accumulate on-site.
2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.

B. Burning: Do not burn demolished materials.

C. Disposal: Transport demolished materials off Owner's property.

1. Include cost of all transportation and disposal.
2. Provide verification of all disposal trips.
3. Hazardous materials are to be handled and disposed of in accordance with all State, Local, and Federal regulations.

3.7 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

# SECTION 042113 - BRICK MASONRY

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. Section Includes:

1. Face brick.
2. Mortar and grout.
3. Embedded flashing.

B. Related Sections:

1. Division 07 Section "Sheet Metal Flashing and Trim" for exposed sheet metal flashing.

### 1.3 ACTION SUBMITTALS

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

B. Samples for Initial Selection:

1. Face brick, in the form of straps of five or more bricks.
2. Colored mortar.

C. Samples for Verification: For each type and color of the following:

1. Face brick, in the form of straps of five or more bricks].
2. Pigmented and colored-aggregate mortar. Make Samples using same sand and mortar ingredients to be used on Project.

### 1.4 INFORMATIONAL SUBMITTALS

A. Material Certificates: For each type and size of the following:

1. Masonry units.

   a. Include material test reports substantiating compliance with requirements.
   b. For brick, include size-variation data verifying that actual range of sizes falls within specified tolerances.
   c. For exposed brick, include test report for efflorescence according to ASTM C 67.

2. Cementitious materials. Include brand, type, and name of manufacturer.

3. Preblended, dry mortar mixes. Include description of type and proportions of ingredients.

B. Cold-Weather and Hot-Weather Procedures: Detailed description of methods, materials, and equipment to be used to comply with requirements.

## 1.5 QUALITY ASSURANCE

A. Source Limitations for Masonry Units: Obtain exposed masonry units of a uniform texture and color, or a uniform blend within the ranges accepted for these characteristics, from single source from single manufacturer for each product required.

B. Source Limitations for Mortar Materials: Obtain mortar ingredients of a uniform quality, including color for exposed masonry, from single manufacturer for each cementitious component and from single source or producer for each aggregate.

C. Masonry Standard: Comply with ACI 530.1/ASCE 6/TMS 602 unless modified by requirements in the Contract Documents.

## 1.6 DELIVERY, STORAGE, AND HANDLING

A. Store masonry units on elevated platforms in a dry location. If units are not stored in an enclosed location, cover tops and sides of stacks with waterproof sheeting, securely tied. If units become wet, do not install until they are dry.

B. Store cementitious materials on elevated platforms, under cover, and in a dry location. Do not use cementitious materials that have become damp.

C. Store aggregates where grading and other required characteristics can be maintained and contamination avoided.

D. Deliver preblended, dry mortar mix in moisture-resistant containers designed for use with dispensing silos. Store preblended, dry mortar mix in delivery containers on elevated platforms, under cover, and in a dry location or in covered weatherproof dispensing silos.

E. Store masonry accessories, including metal items, to prevent corrosion and accumulation of dirt and oil.

## 1.7 PROJECT CONDITIONS

A. Protection of Masonry: During construction, cover tops of walls, projections, and sills with waterproof sheeting at end of each day's work. Cover partially completed masonry when construction is not in progress.

1. Extend cover a minimum of 24 inches down both sides of walls and hold cover securely in place.
2. Where one wythe of multiwythe masonry walls is completed in advance of other wythes, secure cover a minimum of 24 inches down face next to unconstructed wythe and hold cover in place.

B. Stain Prevention: Prevent grout, mortar, and soil from staining the face of masonry to be left exposed or painted. Immediately remove grout, mortar, and soil that come in contact with such masonry.

1. Protect base of walls from rain-splashed mud and from mortar splatter by spreading coverings on ground and over wall surface.
2. Protect sills, ledges, and projections from mortar droppings.

3. Protect surfaces of window and door frames, as well as similar products with painted and integral finishes, from mortar droppings.
4. Turn scaffold boards near the wall on edge at the end of each day to prevent rain from splashing mortar and dirt onto completed masonry.

C. Cold-Weather Requirements: Do not use frozen materials or materials mixed or coated with ice or frost. Do not build on frozen substrates. Remove and replace unit masonry damaged by frost or by freezing conditions. Comply with cold-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602/1.8C whenever the following conditions exist:

1. The ambient temperature falls below 40 deg F.
2. The temperature of masonry units is below 40 deg F.
3. Implement the following minimum procedures:

   a. The temperature of masonry units shall not be less than 20 deg F when laid in the masonry. Remove visible ice on masonry units prior to installation.
   b. Heat the mortar sand or mixing water to produce mortar temperatures between 40 deg F and 120 deg F at the time of mixing. Maintain mortar above 32 deg F until used in masonry.
   c. Use heat sources where ambient temperatures are between 20 deg F and 25 deg F on both sides of the masonry under construction. Install wind breaks when wind velocity is in excess of 15 mph.
   d. Where ambient temperature is below 20 deg F, provide an enclosure for the masonry under construction and use heat sources to maintain temperature above 32 deg F within the enclosure.
   e. Where mean daily temperatures are between 32 deg F and 40 deg F, protect completed masonry from rain and snow by covering with a weather resistive membrane for 24 hours after construction.
   f. Where mean daily temperatures are between 25 deg F and 32 deg F, completely cover completed masonry with a weather resistive membrane for 24 hours after construction.
   g. Where mean daily temperatures are between 20 deg F and 25 deg F, completely cover completed masonry with insulating blankets, or equal protection, for 24 hours after construction.
   h. Where mean daily temperatures are below 20 deg F, maintain masonry temperature above 32 deg F for 24 hours after construction by enclosure with supplementary heat, by electric blankets, by infrared heat lamps, or other acceptable methods.

4. Do not lay masonry units that are wet or frozen.
5. Remove masonry damaged by freezing conditions.
6. Cold-Weather Cleaning: Use liquid cleaning methods only when air temperature is 40 deg F and above and will remain so until masonry has dried, but not less than 7 days after completing cleaning.

D. Hot-Weather Requirements: Comply with hot-weather construction requirements contained in ACI 530.1/ASCE 6/TMS 602/1.8D, whenever the ambient air temperature exceeds the following:

1. 100 deg F, or 90 deg F with a wind velocity greater than 8 mph.
2. Implement hot weather protection in accordance with Article 2.1.2.1(d).
3. Do not spread mortar beds more than 4 feet ahead of masonry. Set masonry units within one minute of spreading mortar.

PART 2 - PRODUCTS

2.1 MASONRY UNITS, GENERAL

A. Defective Units: Referenced masonry unit standards may allow a certain percentage of units to contain chips, cracks, or other defects exceeding limits stated in the standard. Do not use units where such defects will be exposed in the completed Work.

2.2 BRICK

A. General: Provide shapes indicated and as follows, with exposed surfaces matching finish and color of exposed faces of adjacent units.

1. For ends of sills and caps and for similar applications that would otherwise expose unfinished brick surfaces, provide units without cores or frogs and with exposed surfaces finished.

B. Face Brick: Facing brick complying with ASTM C 216.

1. Grade: SW.
2. Type: FBS.
3. Initial Rate of Absorption: Less than 30 g/30 sq. in. per minute when tested per ASTM C 67.
4. Efflorescence: Provide brick that has been tested according to ASTM C 67 and is rated "not effloresced."
5. Size (Actual Dimensions): Modular, 3-5/8 inches wide by 2-1/4 inches high by 7-5/8 inches long.
6. Where shown to "match existing," provide face brick matching color range, texture, and size of existing adjacent brickwork.
7. Color and Texture: As selected by Architect.

2.3 MORTAR MATERIALS

A. Portland Cement: ASTM C 150, Type I or II, except Type III may be used for cold-weather construction. Provide natural color or white cement as required to produce mortar color indicated.

B. Hydrated Lime: ASTM C 207, Type S.

C. Portland Cement-Lime Mix: Packaged blend of portland cement and hydrated lime containing no other ingredients.

D. Masonry Cement: The use of masonry cement is not permitted.

E. Colored Cement Product: Packaged blend made from portland cement and lime and mortar pigments, all complying with specified requirements, and containing no other ingredients.

1. Formulate blend as required to produce color indicated or, if not indicated, as selected from manufacturer's standard colors.
2. Pigments shall not exceed 10 percent of portland cement by weight.
3. Products:

a. Colored Portland Cement-Lime Mix:

1) Flamingo Brixment; Portland & Lime Blend.
2) Lafarge North America Inc.; Eaglebond.

3) Lehigh Cement Company; Lehigh Custom Color Portland/Lime Cement.

4. Formulate blend as required to produce color indicated or, if not indicated, as selected from manufacturer's standard colors for each masonry type indicated.

F. Aggregate for Mortar: ASTM C 144.

G. Cold-Weather Admixture: Nonchloride, noncorrosive, accelerating admixture complying with ASTM C 494/C 494M, Type C, and recommended by manufacturer for use in masonry mortar of composition indicated.

1. Products: Subject to compliance with requirements, provide one of the following:

a. Euclid Chemical Company (The); Accelguard 80.
b. Grace Construction Products, W. R. Grace & Co. - Conn.; Morset.
c. Sonneborn Products, BASF; Trimix-NCA.

## 2.4 EMBEDDED FLASHING MATERIALS

A. Metal Flashing: Provide metal flashing complying with Division 07 Section "Sheet Metal Flashing and Trim" and as follows:

B. Adhesives, Primers, and Seam Tapes for Flashings: Flashing manufacturer's standard products or products recommended by flashing manufacturer for bonding flashing sheets to each other and to substrates.

## 2.5 MASONRY CLEANERS

A. Proprietary Acidic Cleaner: Manufacturer's standard-strength cleaner designed for removing mortar/grout stains, efflorescence, and other new construction stains from new masonry without discoloring or damaging masonry surfaces. Use product expressly approved for intended use by cleaner manufacturer and manufacturer of masonry units being cleaned.

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

a. Diedrich Technologies, Inc.
b. ProSoCo, Inc.

## 2.6 MORTAR MIXES

A. General: Do not use admixtures, including pigments, air-entraining agents, accelerators, retarders, water-repellent agents, antifreeze compounds, or other admixtures unless otherwise indicated.

1. Do not use calcium chloride in mortar.
2. Use portland cement-lime mortar unless otherwise indicated.
3. Add cold-weather admixture (if used) at same rate for all mortar that will be exposed to view, regardless of weather conditions, to ensure that mortar color is consistent.

B. Mortar Mixes: At Contractor’s option, provide job-mixed mortar or preblended dry mortar mix. Provide colors required for each application indicated.

C. Preblended, Dry Mortar Mix: Furnish dry mortar ingredients in form of a preblended mix. Measure quantities by weight to ensure accurate proportions, and thoroughly blend ingredients before delivering to Project site.

D. Mortar for Unit Masonry: Comply with ASTM C 270, Proportion Specification. Provide Type N unless another type is indicated.

E. Pigmented Mortar: Use colored cement product.

1. Pigments shall not exceed 10 percent of portland cement by weight.
2. Mix to match Architect's sample.
3. Application: Use pigmented mortar for exposed mortar joints with the following units:

a. Face brick.
b. Cast stone trim units.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

A. Leave openings for equipment to be installed before completing masonry. After installing equipment, complete masonry to match the construction immediately adjacent to opening.

B. Use full-size units without cutting if possible. If cutting is required to provide a continuous pattern or to fit adjoining construction, cut units with motor-driven saws; provide clean, sharp, unchipped edges. Allow units to dry before laying unless wetting of units is specified. Install cut units with cut surfaces and, where possible, cut edges concealed.

C. Select and arrange units for exposed unit masonry to produce a uniform blend of colors and textures.

1. Mix units from several pallets or cubes as they are placed.

D. Matching Existing Masonry: Match coursing, bonding, color, and texture of existing masonry.

E. Wetting of Brick: Wet brick before laying if initial rate of absorption exceeds 30 g/30 sq. in. per minute when tested per ASTM C 67. Allow units to absorb water so they are damp but not wet at time of laying.

3.3 TOLERANCES

A. Dimensions and Locations of Elements:

1. For dimensions in cross section or elevation do not vary by more than plus 1/2 inch or minus 1/4 inch.

2. For location of elements in plan do not vary from that indicated by more than plus or minus 1/2 inch.
3. For location of elements in elevation do not vary from that indicated by more than plus or minus 1/4 inch in a story height or 1/2 inch total.

B. Lines and Levels:

1. For bed joints and top surfaces of bearing walls do not vary from level by more than 1/4 inch in 10 feet, or 1/2 inch maximum.
2. For conspicuous horizontal lines, such as lintels, sills, parapets, and reveals, do not vary from level by more than 1/8 inch in 10 feet, 1/4 inch in 20 feet, or 1/2 inch maximum.
3. For vertical lines and surfaces do not vary from plumb by more than 1/4 inch in 10 feet, 3/8 inch in 20 feet, or 1/2 inch maximum.
4. For conspicuous vertical lines, such as external corners, door jambs, reveals, and expansion and control joints, do not vary from plumb by more than 1/8 inch in 10 feet, 1/4 inch in 20 feet, or 1/2 inch maximum.
5. For lines and surfaces do not vary from straight by more than 1/4 inch in 10 feet, 3/8 inch in 20 feet, or 1/2 inch maximum.
6. For vertical alignment of exposed head joints, do not vary from plumb by more than 1/4 inch in 10 feet, or 1/2 inch maximum.
7. For faces of adjacent exposed masonry units, do not vary from flush alignment by more than 1/16 inch except due to warpage of masonry units within tolerances specified for warpage of units.

C. Joints:

1. For bed joints, do not vary from thickness indicated by more than plus or minus 1/8 inch, with a maximum thickness limited to 1/2 inch; do not vary from bed-joint thickness of adjacent courses by more than 1/8 inch.
2. For exposed head joints, do not vary from thickness indicated by more than plus or minus 1/8 inch. Do not vary from adjacent bed-joint and head-joint thicknesses by more than 1/8 inch.
3. For exposed bed joints and head joints of stacked bond, do not vary from a straight line by more than 1/16 inch from one masonry unit to the next.

## 3.4 LAYING MASONRY WALLS

A. Lay out walls in advance for accurate spacing of surface bond patterns with uniform joint thicknesses and for accurate location of openings, movement-type joints, returns, and offsets. Avoid using less-than-half-size units, particularly at corners, jambs, and, where possible, at other locations.

B. Bond Pattern for Exposed Masonry: Unless otherwise indicated, lay exposed masonry in running bond; do not use units with less than nominal 4-inch horizontal face dimensions at corners or jambs.

C. Stopping and Resuming Work: Stop work by racking back units in each course from those in course below; do not tooth. When resuming work, clean masonry surfaces that are to receive mortar, remove loose masonry units and mortar, and wet brick if required before laying fresh masonry.

D. Built-in Work: As construction progresses, build in items specified in this and other Sections. Fill in solidly with masonry around built-in items.

3.5 MORTAR BEDDING AND JOINTING

A. Lay hollow brick as follows:

1. With face shells fully bedded in mortar and with head joints of depth equal to bed joints.
2. With entire units, including areas under cells, fully bedded in mortar at starting course on footings.

B. Lay solid masonry units with completely filled bed and head joints; butter ends with sufficient mortar to fill head joints and shove into place. Do not deeply furrow bed joints or slush head joints.

C. Set cast-stone trim units in full bed of mortar with full vertical joints. Fill dowel, anchor, and similar holes.

1. Clean soiled surfaces with fiber brush and soap powder and rinse thoroughly with clear water.
2. Allow cleaned surfaces to dry before setting.
3. Wet joint surfaces thoroughly before applying mortar.

D. Tool exposed joints slightly concave when thumbprint hard, using a jointer larger than joint thickness unless otherwise indicated.

3.6 FLASHING

A. General: Install embedded flashing and weep holes in masonry at shelf angles, lintels, ledges, other obstructions to downward flow of water in wall, and where indicated

B. Install flashing as follows unless otherwise indicated:

1. Prepare masonry surfaces so they are smooth and free from projections that could puncture flashing. Where flashing is within mortar joint, place through-wall flashing on sloping bed of mortar and cover with mortar. Before covering with mortar, seal penetrations in flashing with adhesive, sealant, or tape as recommended by flashing manufacturer.

C. Install reglets and nailers for flashing and other related construction where they are shown to be built into masonry.

3.7 FIELD QUALITY CONTROL

A. Testing and Inspecting: Owner will engage special inspectors to perform tests and inspections and prepare reports. Allow inspectors access to scaffolding and work areas, as needed to perform tests and inspections. Retesting of materials that fail to meet specified requirements shall be done at Contractor's expense.

B. Inspections: Level 1 special inspections according to the Connecticut State Building Code."

1. Begin masonry construction only after inspectors have verified proportions of site-prepared mortar.

C. Mortar Aggregate Ratio Test (Proportion Specification): For each mix provided, according to ASTM C 780.

3.8 REPAIRING, POINTING, AND CLEANING

A. Remove and replace masonry units that are loose, chipped, broken, stained, or otherwise damaged or that do not match adjoining units. Install new units to match adjoining units; install in fresh mortar, pointed to eliminate evidence of replacement.

B. Pointing: During the tooling of joints, enlarge voids and holes, except weep holes, and completely fill with mortar. Point up joints, including corners, openings, and adjacent construction, to provide a neat, uniform appearance. Prepare joints for sealant application, where indicated.

C. In-Progress Cleaning: Clean unit masonry as work progresses by dry brushing to remove mortar fins and smears before tooling joints.

D. Final Cleaning: After mortar is thoroughly set and cured, clean exposed masonry as follows:

1. Remove large mortar particles by hand with wooden paddles and nonmetallic scrape hoes or chisels.
2. Test cleaning methods on sample wall panel; leave one-half of panel uncleaned for comparison purposes. Obtain Architect's approval of sample cleaning before proceeding with cleaning of masonry.
3. Protect adjacent stone and nonmasonry surfaces from contact with cleaner by covering them with liquid strippable masking agent or polyethylene film and waterproof masking tape.
4. Wet wall surfaces with water before applying cleaners; remove cleaners promptly by rinsing surfaces thoroughly with clear water.
5. Clean brick by bucket-and-brush hand-cleaning method described in "BIA Technical Notes 20."
6. Clean masonry with a proprietary acidic cleaner applied according to manufacturer's written instructions.
7. Clean stone trim to comply with stone supplier's written instructions.

3.9 MASONRY WASTE DISPOSAL

A. Salvageable Materials: Unless otherwise indicated, excess masonry materials are Contractor's property. At completion of unit masonry work, remove from Project site.

B. Excess Masonry Waste: Remove excess clean masonry waste that cannot be used as fill, as described above, and other masonry waste, and legally dispose of off Owner's property.

END OF SECTION 042113

# SECTION 061053 - MISCELLANEOUS ROUGH CARPENTRY

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes the following:

1. Framing with dimension lumber.

B. Related Sections include the following:

1. Division 06 Section “Sheathing” for plywood roof sheathing.

### 1.3 DEFINITIONS

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

B. Lumber grading agencies, and the abbreviations used to reference them, include the following:

1. NeLMA: Northeastern Lumber Manufacturers' Association.
2. NLGA: National Lumber Grades Authority.

### 1.4 SUBMITTALS

A. Product Data: For each type of process and factory-fabricated product. Indicate component materials and dimensions and include construction and application details.

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

1. Power-driven fasteners.
2. Powder-actuated fasteners.
3. Expansion anchors.

### 1.5 DELIVERY, STORAGE, AND HANDLING

A. Stack lumber flat with spacers between each bundle to provide air circulation. Provide for air circulation around stacks and under coverings.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

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

1. Factory mark each piece of lumber with grade stamp of grading agency.
2. Where nominal sizes are indicated, provide actual sizes required by DOC PS 20 for moisture content specified. Where actual sizes are indicated, they are minimum dressed sizes for dry lumber.
3. Provide dressed lumber, S4S, unless otherwise indicated.

2.2 DIMENSION LUMBER FRAMING

A. Maximum Moisture Content: 15 percent.

B. Roof Framing: Construction or No. 2 grade and the following species:

1. Hem-fir (north); NLGA.

C. Load Bearing Framing: Construction or No. 2 grade and the following species:

1. Hem-fir (north); NLGA.

2.3 MISCELLANEOUS LUMBER

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

1. Blocking.
2. Nailers.

B. For items of dimension lumber size, provide Construction or No. 2 lumber with 15 percent maximum moisture content and the following species:

1. Hem-fir (north); NLGA.

C. For blocking not used for attachment of other construction Utility, Stud, or No. 3 grade lumber of any species may be used provided that it is cut and selected to eliminate defects that will interfere with its attachment and purpose.

D. For blocking and nailers used for attachment of other construction, select and cut lumber to eliminate knots and other defects that will interfere with attachment of other work.

2.4 FASTENERS

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

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

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

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

D. Wood Screws: ASME B18.6.1.

E. Lag Bolts: ASME B18.2.1.

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

G. Expansion Anchors: Anchor bolt and sleeve assembly of material indicated below with capability to sustain, without failure, a load equal to 6 times the load imposed when installed in unit masonry assemblies and equal to 4 times the load imposed when installed in concrete as determined by testing per ASTM E 488 conducted by a qualified independent testing and inspecting agency.

1. Material: Stainless steel with bolts and nuts complying with ASTM F 593 and ASTM F 594, Alloy Group 1 or 2.

## PART 3 - EXECUTION

### 3.1 INSTALLATION, GENERAL

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

B. Framing Standard: Comply with AF&PA's "Details for Conventional Wood Frame Construction," unless otherwise indicated.

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

D. Metal Framing Anchors: Install metal framing anchors to comply with manufacturer's written instructions. Install fasteners through each fastener hole.

E. Provide blocking and framing as indicated and as required to support facing materials, fixtures, specialty items, and trim.

F. Sort and select lumber so that natural characteristics will not interfere with installation or with fastening other materials to lumber. Do not use materials with defects that interfere with function of member or pieces that are too small to use with minimum number of joints or optimum joint arrangement.

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

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

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

3.2 WOOD BLOCKING AND NAILER INSTALLATION

A. Install where indicated and where required for attaching other work. Form to shapes indicated and cut as required for true line and level of attached work. Coordinate locations with other work involved.

B. Attach items to substrates to support applied loading. Recess bolts and nuts flush with surfaces, unless otherwise indicated.

3.3 CEILING JOIST AND RAFTER FRAMING INSTALLATION

A. Rafters: Notch to fit exterior wall plates and toe nail or use metal framing anchors. Double rafters to form headers and trimmers at openings in roof framing, if any, and support with metal hangers. Where rafters abut at ridge, place directly opposite each other and nail to ridge member or use metal ridge hangers.

B. Provide special framing as indicated for eaves, overhangs, dormers, and similar conditions if any.

3.4 PROTECTION

A. Protect rough carpentry from weather. If, despite protection, rough carpentry becomes wet, apply EPA-registered borate treatment. Apply borate solution by spraying to comply with EPA-registered label.

END OF SECTION 061053

# SECTION 061600 - SHEATHING

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes the following:

1. Roof sheathing.

B. Related Sections include the following:

1. Division 06 Section "Miscellaneous Rough Carpentry" for wood framing and blocking.
2. Division 09 Section “Tiling” for underlayment for tile flooring.

### 1.3 UNIT PRICES

A. Work of this Section is affected by unit prices specified in Division 01 Section "Unit Prices."

1. Unit prices apply to additions to and deletions from Work as authorized by Change Orders.

### 1.4 SUBMITTALS

A. Product Data: For each type of process and factory-fabricated product. Indicate component materials and dimensions and include construction and application details.

### 1.5 DELIVERY, STORAGE, AND HANDLING

A. Stack plywood and other panels flat with spacers between each bundle to provide air circulation. Provide for air circulation around stacks and under coverings.

## PART 2 - PRODUCTS

### 2.1 WOOD PANEL PRODUCTS, GENERAL

A. Plywood: DOC PS 1.

1. Thickness: As needed to comply with requirements specified, but not less than thickness indicated.
2. Factory mark panels to indicate compliance with applicable standard.

2.2 ROOF SHEATHING

A. Plywood Roof Sheathing: Exposure I, Structural I sheathing.

1. Span Rating: Not less than 16/0.
2. Nominal Thickness: Not less than 5/8 inch, or as required to match existing.

2.3 FASTENERS

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

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

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

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

D. Wood Screws: ASME B18.6.1.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Do not use materials with defects that impair quality of sheathing or pieces that are too small to use with minimum number of joints or optimum joint arrangement.

B. Cut panels at penetrations, edges, and other obstructions of work; fit tightly against abutting construction, unless otherwise indicated.

C. Securely attach to substrate by 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.

D. Use common wire nails, unless otherwise indicated. Select fasteners of size that will not fully penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections. Install fasteners without splitting wood.

E. Coordinate roof sheathing installation with flashing and joint-sealant installation so these materials are installed in sequence and manner that prevent exterior moisture from passing through completed assembly.

F. Coordinate sheathing installation with installation of materials installed over sheathing so sheathing is not exposed to precipitation or left exposed at end of the workday when rain is forecast.

3.2 WOOD STRUCTURAL PANEL INSTALLATION

A. General: Comply with applicable recommendations in APA Form No. E30S, "Engineered Wood Construction Guide," for types of structural-use panels and applications indicated.

B. Fastening Methods: Fasten panels as indicated below:

1. Roof Sheathing:

a. Nail to wood framing.
b. Space panels 1/8 inch apart at edges and ends.

END OF SECTION 061600

# SECTION 064023 - INTERIOR ARCHITECTURAL WOODWORK

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes the following:

1. Interior standing and running trim.

B. Related Sections include the following:

1. Division 06 Section "Miscellaneous Rough Carpentry" for wood furring, blocking, shims,and hanging strips required for installing woodwork and concealed within other construction before woodwork installation.
2. Division 09 Section "Painting" for field finishing of interior architectural woodwork.
3. Division 12 Section “Residential Casework” for kitchen cabinets.
4. Division 12 Section “Stone Countertops” for stone countertops.

### 1.3 DEFINITIONS

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

### 1.4 ACTION SUBMITTALS

A. Product Data: For high-pressure decorative laminate, adhesive for bonding plastic laminate, cabinet hardware and accessories, and wire shelving.

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

1. Show details full size.
2. Show locations and sizes of furring, blocking, and hanging strips, including concealed blocking and reinforcement specified in other Sections.

### 1.5 INFORMATIONAL SUBMITTALS

A. Product Certificates: For each type of product, signed by product manufacturer.

B. Qualification Data: For Fabricator.

1.6 QUALITY ASSURANCE

A. Fabricator Qualifications: Shop that employs skilled workers who custom-fabricate products similar to those required for this Project and whose products have a record of successful in-service performance.

B. Installer Qualifications: Fabricator of products, or installer approved by fabricator**.**

C. Quality Standard: Unless otherwise indicated, comply with AWI's "Architectural Woodwork Quality Standards" for grades of interior architectural woodwork indicated for construction, finishes, installation, and other requirements.

1. The Contract Documents contain selections chosen from options in the quality standard and additional requirements beyond those of the quality standard. Comply with those selections and requirements in addition to the quality standard.

D. Mockups: Build mockups to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.

1. Build mockups of each typical interior wood trim installation.
2. Approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

E. Preinstallation Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination."

1.7 DELIVERY, STORAGE, AND HANDLING

A. Do not deliver woodwork until painting and similar operations that could damage woodwork have been completed in installation areas. If woodwork must be stored in other than installation areas, store only in areas where environmental conditions comply with requirements specified in "Project Conditions" Article.

1.8 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 between 60 and 90 deg F and relative humidity between 25 and 55 percent during the remainder of the construction period.

B. Field Measurements: Where woodwork is indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication, and indicate measurements on Shop Drawings. Coordinate fabrication schedule with construction progress to avoid delaying the Work.

1. Locate concealed framing, blocking, and reinforcements that support woodwork by field measurements before being enclosed, and indicate measurements on Shop Drawings.

1.9 COORDINATION

A. Coordinate sizes and locations of framing, blocking, furring, reinforcements, and other related units of Work specified in other Sections to ensure that interior architectural woodwork can be supported and installed as indicated.

PART 2 - PRODUCTS

2.1 MATERIALS

A. General: Provide materials that comply with requirements of AWI's quality standard for each type of woodwork and quality grade specified, unless otherwise indicated.

B. Wood Trim for Opaque Finish (Painted Finish): Poplar.

2.2 MISCELLANEOUS MATERIALS

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

B. Anchors: Select material, type, size, and finish required for each substrate for secure anchorage. Provide nonferrous-metal or hot-dip galvanized anchors and inserts on inside face of exterior walls and elsewhere as required for corrosion resistance. Provide toothed-steel or lead expansion sleeves for drilled-in-place anchors.

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

D. VOC Limits for Installation Adhesives and Glues: Use installation adhesives that comply with the following limits for VOC content when calculated according to 40 CFR 59, Subpart D (EPA Method 24):

1. Wood Glues: 30 g/L.
2. Multipurpose Construction Adhesives: 70 g/L.
3. Contact Adhesive: 250 g/L.

2.3 FABRICATION, GENERAL

A. Interior Woodwork Grade: Unless otherwise indicated, provide Custom-grade interior woodwork complying with referenced quality standard.

B. Wood Moisture Content: Comply with requirements of referenced quality standard for wood moisture content in relation to ambient relative humidity during fabrication and in installation areas.

C. Fabricate woodwork to dimensions, profiles, and details indicated. Ease edges to radius indicated for the following:

1. Edges of Solid-Wood (Lumber) Members 3/4 Inch Thick or Less: 1/16 inch.

D. Complete fabrication, including assembly and hardware application, to maximum extent possible before shipment to Project site. Disassemble components only as necessary for shipment and installation. Where necessary for fitting at site, provide ample allowance for scribing, trimming, and fitting.

1. Trial fit assemblies at fabrication shop that cannot be shipped completely assembled. Install dowels, screws, bolted connectors, and other fastening devices that can be removed after trial fitting. Verify that various parts fit as intended and check measurements of assemblies against field measurements indicated on Shop Drawings before disassembling for shipment.

2.4 INTERIOR STANDING AND RUNNING TRIM FOR OPAQUE FINISH (FIELD FINISHED)

A. Grade: Custom.

B. Wood Species and Cut: Poplar.

C. For trim items wider than available lumber, use veneered construction. Do not glue for width.

D. For rails wider or thicker than available lumber, use veneered construction. Do not glue for width or thickness.

E. Backout or groove backs of flat trim members and kerf backs of other wide, flat members, except for members with ends exposed in finished work.

PART 3 - EXECUTION

3.1 PREPARATION

A. Before installation, condition woodwork to average prevailing humidity conditions in installation areas.

B. Before installing architectural woodwork, examine shop-fabricated work for completion and complete work as required, including removal of packing and backpriming.

3.2 INSTALLATION

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

B. Assemble woodwork and complete fabrication at Project site to comply with requirements for fabrication in Part 2, to extent that it was not completed in the shop.

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

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

E. Anchor woodwork and wood frames 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 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. Do not use pieces less than 96 inches long, except where shorter single-length pieces are necessary. Scarf running joints and stagger in adjacent and related members.

1. Fill gaps, if any, between top of base and wall with plastic wood filler, sand smooth, and finish same as wood base if finished.
2. Install standing and running trim with no more variation from a straight line than 1/8 inch in 96 inches.

G. Touch up finishing work specified in this Section after installation of woodwork. Fill nail holes with matching filler where exposed.

H. Refer to Division 09 Section "Painting" for final finishing of installed architectural woodwork.

3.3 ADJUSTING AND CLEANING

A. Repair damaged and defective woodwork, where possible, to eliminate functional and visual defects; where not possible to repair, replace woodwork. Adjust joinery for uniform appearance.

B. Clean woodwork on exposed and semiexposed surfaces. Touch up shop-applied finishes to restore damaged or soiled areas.

END OF SECTION 064023

# SECTION 076200 - SHEET METAL FLASHING AND TRIM

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. Section Includes:

1. Formed Products:

   a. Formed steep-slope roof sheet metal fabrications.
   b. Roof penetration flashing.

2. All hoisting and scaffolding necessary for the completion of the work.
3. Waste disposal.

### 1.3 PERFORMANCE REQUIREMENTS

A. General: Sheet metal flashing and trim assemblies as indicated shall withstand wind loads, structural movement, thermally induced movement, and exposure to weather without failure due to defective manufacture, fabrication, installation, or other defects in construction. Completed sheet metal flashing and trim shall not rattle, leak, or loosen, and shall remain watertight.

B. Thermal Movements: Provide sheet metal flashing and trim that allows for thermal movements from ambient and surface temperature changes.

1. Temperature Change (Range): 120 deg F, ambient; 180 deg F, material surfaces.

### 1.4 SUBMITTALS

A. Product Data: For each type of product indicated. Include construction details, material descriptions, dimensions of individual components and profiles, and finishes for each manufactured product and accessory.

B. Samples for Verification: For each type of exposed finish required, prepared on Samples of size indicated below:

1. Sheet Metal Flashing: 12 inches long by actual width of unit, including finished seam and in required profile. Include fasteners, cleats, clips, closures, and other attachments.
2. Trim, Metal Closures, Expansion Joints, Joint Intersections, and Miscellaneous Fabrications: 12 inches long and in required profile. Include fasteners and other exposed accessories.
3. Accessories and Miscellaneous Materials: Full-size Sample.

C. Qualification Data: For qualified fabricator.

D. Maintenance Data: For sheet metal flashing, trim, and accessories to include in maintenance manuals.

## 1.5 QUALITY ASSURANCE

A. Product Options: Information on Drawings and in Specifications establishes requirements for system's aesthetic effects and performance characteristics. Aesthetic effects are indicated by dimensions, arrangements, alignment, and profiles of components and assemblies as they relate to sightlines, to one another, and to adjoining construction. Performance characteristics are indicated by criteria subject to verification by one or more methods including preconstruction testing, field testing, and in-service performance.

1. Do not modify intended aesthetic effects, as judged solely by Architect, except with Architect's approval. If modifications are proposed, submit comprehensive explanatory data to Architect for review.

B. Sheet Metal Flashing and Trim Standard: Comply with SMACNA's "Architectural Sheet Metal Manual" unless more stringent requirements are specified or shown on Drawings.

C. Preinstallation Conference: Conduct conference at Project site.

1. Meet with Owner, Architect, Installer, and installers whose work interfaces with or affects sheet metal flashing and trim including installers of roofing materials.
2. Review methods and procedures related to sheet metal flashing and trim.
3. Examine substrate conditions for compliance with requirements, including flatness and attachment to structural members.
4. Review special roof details, roof drainage, roof penetrations, and condition of other construction that will affect sheet metal flashing.
5. Document proceedings, including corrective measures and actions required, and furnish copy of record to each participant.

## 1.6 DELIVERY, STORAGE, AND HANDLING

A. Do not store sheet metal flashing and trim materials in contact with other materials that might cause staining, denting, or other surface damage. Store sheet metal flashing and trim materials away from uncured concrete and masonry.

B. Protect strippable protective covering on sheet metal flashing and trim from exposure to sunlight and high humidity, except to the extent necessary for the period of sheet metal flashing and trim installation.

## 1.7 COORDINATION

A. Coordinate installation of manufactured roof specialties with interfacing and adjoining construction to provide a leakproof, secure, and noncorrosive installation.

PART 2 - PRODUCTS

2.1 SHEET METALS

A. General: Protect mechanical and other finishes on exposed surfaces from damage by applying a strippable, temporary protective film before shipping.

B. Zinc-Tin Alloy-Coated Copper Sheet: ASTM B 370, cold-rolled copper sheet, H00 temper, of minimum uncoated weight (thickness) indicated; coated on both sides with a zinc-tin alloy (50 percent zinc, 50 percent tin).

1. Products: Subject to compliance with requirements, provide the following:

a. Revere Copper Products, Inc.; FreedomGray.

2.2 MISCELLANEOUS MATERIALS

A. General: Provide materials and types of fasteners, solder, welding rods, protective coatings, separators, sealants, and other miscellaneous items as required for complete sheet metal flashing and trim installation and recommended by manufacturer of primary sheet metal or manufactured item unless otherwise indicated.

B. Fasteners: Wood screws, annular threaded nails, self-tapping screws, self-locking rivets and bolts, and other suitable fasteners designed to withstand design loads and recommended by manufacturer of primary sheet metal or manufactured item.

1. General: Blind fasteners or self-drilling screws, gasketed, with hex-washer head.

a. Exposed Fasteners: Heads matching color of sheet metal using plastic caps or factory-applied coating.
b. Blind Fasteners: High-strength aluminum or stainless-steel rivets suitable for metal being fastened.

2. Fasteners for Zinc-Tin Alloy-Coated Copper Sheet: Series 300 stainless steel.

C. Solder:

1. For Zinc-Tin Alloy-Coated Copper: ASTM B 32, 100 percent tin.

D. Sealant Tape: Pressure-sensitive, 100 percent solids, gray polyisobutylene compound sealant tape with release-paper backing. Provide permanently elastic, nonsag, nontoxic, nonstaining tape 1/2 inch (13 mm) wide and 1/8 inch (3 mm) thick.

E. Elastomeric Sealant: ASTM C 920, elastomeric polyurethane polymer sealant; low modulus; of type, grade, class, and use classifications required to seal joints in sheet metal flashing and trim and remain watertight.

F. Butyl Sealant: ASTM C 1311, single-component, solvent-release butyl rubber sealant; polyisobutylene plasticized; heavy bodied for hooked-type expansion joints with limited movement.

G. Epoxy Seam Sealer: Two-part, noncorrosive, aluminum seam-cementing compound, recommended by aluminum manufacturer for exterior nonmoving joints, including riveted joints.

2.3 FABRICATION, GENERAL

A. General: Custom fabricate sheet metal flashing and trim to comply with recommendations in SMACNA's "Architectural Sheet Metal Manual" that apply to design, dimensions, geometry, metal thickness, and other characteristics of item indicated. Fabricate items at the shop to greatest extent possible.

1. Fabricate sheet metal flashing and trim in thickness or weight needed to comply with performance requirements, but not less than that specified for each application and metal.
2. Obtain field measurements for accurate fit before shop fabrication.
3. Form sheet metal flashing and trim without excessive oil canning, buckling, and tool marks and true to line and levels indicated, with exposed edges folded back to form hems.
4. Conceal fasteners and expansion provisions where possible. Exposed fasteners are not allowed on faces exposed to view.

B. Fabrication Tolerances: Fabricate sheet metal flashing and trim that is capable of installation to a tolerance of 1/4 inch in 20 feet on slope and location lines as indicated and within 1/8-inch offset of adjoining faces and of alignment of matching profiles.

C. Sealed Joints: Form nonexpansion but movable joints in metal to accommodate elastomeric sealant.

D. Expansion Provisions: Where lapped expansion provisions cannot be used, form expansion joints of intermeshing hooked flanges, not less than 1 inch deep, filled with butyl sealant concealed within joints.

E. Fabricate cleats and attachment devices from same material as accessory being anchored or from compatible, noncorrosive metal.

F. Fabricate cleats and attachment devices of sizes as recommended by SMACNA's "Architectural Sheet Metal Manual" for application, but not less than thickness of metal being secured.

G. Seams: Fabricate nonmoving seams with flat-lock seams. Tin edges to be seamed, form seams, and solder.

H. Seams for Aluminum: Fabricate nonmoving seams with flat-lock seams. Form seams and seal with epoxy seam sealer.

I. Do not use graphite pencils to mark metal surfaces.

2.4 STEEP-SLOPE ROOF SHEET METAL FABRICATIONS

A. Step Flashing: Fabricate from the following materials:

1. Zinc Coated Copper: 20 oz./sq. ft.

B. Valley Flashing: Fabricate from the following materials:

1. Zinc Coated Copper: 20 oz./sq. ft.

C. Roof-Penetration Flashing: Fabricate from the following materials:

1. Zinc Coated Copper: 20 oz./sq. ft.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions, with Installer present, to verify actual locations, dimensions and other conditions affecting performance of the Work.

1. Verify compliance with requirements for installation tolerances of substrates.
2. Verify that substrate is sound, dry, smooth, clean, sloped for drainage, and securely anchored.

B. For the record, prepare written report, endorsed by Installer, listing conditions detrimental to performance of the Work.

C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION, GENERAL

A. General: Anchor sheet metal flashing and trim and other components of the Work securely in place, with provisions for thermal and structural movement. Use fasteners, solder, welding rods, protective coatings, separators, sealants, and other miscellaneous items as required to complete sheet metal flashing and trim system.

1. Install sheet metal flashing and trim true to line and levels indicated. Provide uniform, neat seams with minimum exposure of solder, welds, and sealant.
2. Install sheet metal flashing and trim to fit substrates and to result in watertight performance. Verify shapes and dimensions of surfaces to be covered before fabricating sheet metal.
3. Space cleats not more than 12 inches apart. Anchor each cleat with two fasteners. Bend tabs over fasteners.
4. Install exposed sheet metal flashing and trim without excessive oil canning, buckling, and tool marks.
5. Install sealant tape where indicated.
6. Torch cutting of sheet metal flashing and trim is not permitted.
7. Do not use graphite pencils to mark metal surfaces.

B. Metal Protection: Where dissimilar metals will contact each other or corrosive substrates, protect against galvanic action by painting contact surfaces with bituminous coating or by other permanent separation as recommended by SMACNA.

1. Underlayment: Where installing metal flashing directly on cementitious or wood substrates, install a course of felt underlayment and cover with a slip sheet or install a course of polyethylene sheet.

C. Expansion Provisions: Provide for thermal expansion of exposed flashing and trim. Space movement joints at a maximum of 10 feet with no joints allowed within 24 inches of corner or intersection. Where lapped expansion provisions cannot be used or would not be sufficiently watertight, form expansion joints of intermeshing hooked flanges, not less than 1 inch (25 mm) deep, filled with sealant concealed within joints.

D. Fastener Sizes: Use fasteners of sizes that will penetrate wood sheathing not less than 1-1/4 inches for nails and not less than 3/4 inch for wood screws.

E. Seal joints as shown and as required for watertight construction.

1. Where sealant-filled joints are used, embed hooked flanges of joint members not less than 1 inch into sealant. Form joints to completely conceal sealant. When ambient temperature at time of installation is moderate, between 40 and 70 deg F, set joint members for 50 percent movement each way. Adjust setting proportionately for installation at higher ambient temperatures. Do not install sealant-type joints at temperatures below 40 deg F.
2. Prepare joints and apply sealants to comply with requirements in Division 07 Section "Joint Sealants."

F. Soldered Joints: Clean surfaces to be soldered, removing oils and foreign matter. Pre-tin edges of sheets to be soldered to a width of 1-1/2 inches, except reduce pre-tinning where pre-tinned surface would show in completed Work.

1. Pre-tinning is not required for zinc-tin alloy-coated copper.
2. Do not use torches for soldering. Heat surfaces to receive solder and flow solder into joint. Fill joint completely. Completely remove flux and spatter from exposed surfaces.

## 3.3 ROOF FLASHING INSTALLATION

A. General: Install sheet metal flashing and trim to comply with performance requirements[, sheet metal manufacturer's written installation instructions,] and SMACNA's "Architectural Sheet Metal Manual." Provide concealed fasteners where possible, set units true to line, and level as indicated. Install work with laps, joints, and seams that will be permanently watertight and weather resistant.

B. Pipe or Post Counterflashing: Install counterflashing umbrella with close-fitting collar with top edge flared for elastomeric sealant, extending a minimum of 4 inches over base flashing. Install stainless-steel draw band and tighten.

C. Roof-Penetration Flashing: Coordinate installation of roof-penetration flashing with installation of roofing and other items penetrating roof. Seal with elastomeric sealant and clamp flashing to pipes that penetrate roof.

## 3.4 ERECTION TOLERANCES

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

B. Installation Tolerances: Shim and align sheet metal flashing and trim within installed tolerances specified in MCA's "Guide Specification for Residential Metal Roofing."

## 3.5 CLEANING AND PROTECTION

A. Clean exposed metal surfaces of substances that interfere with uniform oxidation and weathering.

B. Clean and neutralize flux materials. Clean off excess solder.

C. Clean off excess sealants.

D. Remove temporary protective coverings and strippable films as sheet metal flashing and trim are installed unless otherwise indicated in manufacturer's written installation instructions. On completion of installation, remove unused materials and clean finished surfaces. Maintain in a clean condition during construction.

E. Replace sheet metal flashing and trim that have been damaged or that have deteriorated beyond successful repair by finish touchup or similar minor repair procedures.

3.6 WASTE DISPOSAL

A. Unless otherwise indicated, excess materials are Contractor's property. At completion of roofing work, remove from Project site.

END OF SECTION 076200

# SECTION 079200 - JOINT SEALANTS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. Section Includes:

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

### 1.3 PRECONSTRUCTION TESTING

A. Preconstruction Compatibility and Adhesion Testing: Submit to joint-sealant manufacturers, for testing indicated below, samples of materials that will contact or affect joint sealants.

1. Use 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.
2. Submit not fewer than eight pieces of each type of material, including joint substrates, shims, joint-sealant backings, secondary seals, and miscellaneous materials.
3. Schedule sufficient time for testing and analyzing results to prevent delaying the Work.
4. For materials failing tests, obtain joint-sealant manufacturer's written instructions for corrective measures including use of specially formulated primers.
5. Testing will not be required if joint-sealant manufacturers submit joint preparation data that are based on previous testing of current sealant products for adhesion to, and compatibility with, joint substrates and other materials matching those submitted.

### 1.4 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.

### 1.5 ACTION SUBMITTALS

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

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

C. Samples for Verification: 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.

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

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

1.6 INFORMATIONAL SUBMITTALS

A. Product Certificates: For each type of joint sealant and accessory, signed by product manufacturer.

B. Qualification Data: For Installer.

C. Compatibility and Adhesion Test Reports: From sealant manufacturer, indicating the following:

1. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
2. Interpretation of test results and written recommendations for primers and substrate preparation needed for adhesion.

D. Product Test Reports: Based on comprehensive testing of product formulations performed by a qualified testing agency, indicating that sealants comply with requirements.

E. Preconstruction Compatibility and Adhesion Test Reports: From sealant manufacturer, indicating the following:

1. Materials forming joint substrates and joint-sealant backings have been tested for compatibility and adhesion with joint sealants.
2. Interpretation of test results and written recommendations for primers and substrate preparation needed for adhesion.

F. Warranties: Special warranties specified in this Section.

1.7 QUALITY ASSURANCE

A. Installer Qualifications: Manufacturer's authorized Installer who is approved or licensed for installation of elastomeric sealants required for this Project.

B. Source Limitations: Obtain each type of joint sealant through one source from a single manufacturer.

C. Product Testing: Test joint sealants using a qualified testing agency.

1. Testing Agency Qualifications: An independent testing agency qualified according to ASTM C 1021 to conduct the testing indicated.
2. Test according to SWRI's Sealant Validation Program for compliance with requirements specified by reference to ASTM C 920 for adhesion and cohesion under cyclic movement, adhesion-in-peel, and indentation hardness.

D. Mockups: Build mockups incorporating sealant joints, as follows, to verify selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution:

1. Joints in mockups of assemblies specified in other Sections that are indicated to receive elastomeric joint sealants, which are specified by reference to this Section.
2. Each type of sealant and joint substrate indicated.

E. Preinstallation Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination."

1.8 PROJECT CONDITIONS

A. Do not proceed with installation of joint sealants under the following conditions:

1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer or are below 40 deg F.
2. When joint substrates are wet.
3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
4. Contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.9 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.

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

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

C. Special warranties specified in this Article exclude deterioration or failure of elastomeric joint sealants from the following:

1. Movement of the structure resulting in stresses on the sealant exceeding sealant manufacturer's written specifications for sealant elongation and compression caused by structural settlement or errors attributable to design or construction.
2. Disintegration of joint substrates from natural causes exceeding design specifications.
3. Mechanical damage caused by individuals, tools, or other outside agents.
4. Changes in sealant appearance caused by accumulation of dirt or other atmospheric contaminants.

PART 2 - PRODUCTS

2.1 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 joint-sealant manufacturer, based on testing and field experience.

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

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

C. Stain-Test-Response Characteristics: Where 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.

D. Suitability for Contact with Food: Where sealants are indicated for joints that will come in repeated contact with food, provide products that comply with 21 CFR 177.2600.

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

2.2 SILICONE JOINT SEALANTS

A. Mildew Resistant, Single-Component, Nonsag, Acid-Curing Silicone Joint Sealant: ASTM C 920, Type S, Grade NS, Class 25, for Use NT.

1. Products: Subject to compliance with requirements, provide one of the following:

a. Dow Corning Corporation; 786 Mildew Resistant.
b. GE Silicones; Sanitary SCS1700.
c. Tremco; Tremsil 200 Sanitary.

2.3 URETHANE JOINT SEALANTS

A. Multicomponent, Nonsag, Urethane Joint Sealant: ASTM C 920, Type M, Grade NS, Class 50, for Use NT.

1. Products: Subject to compliance with requirements, provide one of the following:

a. BASF Corporation-Construction Systems; MasterSeal NP 2 (formerly Sonolastic NP2).
c. Pecora Corporation; Dynatrol II.
d. Tremco; Dymeric 240 FC.

2.4 LATEX JOINT SEALANTS

A. Acrylic Latex: Acrylic latex or siliconized acrylic latex, ASTM C 834, Type OP, Grade NF.

1. Products: Subject to compliance with requirements, provide one of the following:

a. Pecora Corporation; AC-20+.
b. Tremco; Tremflex 834.

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. 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 EXAMINATION

A. Examine joints indicated to receive joint sealants, with Installer present, for compliance with requirements for joint configuration, installation tolerances, and other conditions affecting joint-sealant performance.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions and the following requirements:

1. Remove all foreign material from joint substrates that could interfere with adhesion of joint sealant, including dust, paints (except for permanent, protective coatings tested and approved for sealant adhesion and compatibility by sealant manufacturer), old joint sealants, oil, grease, waterproofing, water repellents, water, surface dirt, and frost.
2. Clean porous joint substrate surfaces by brushing, grinding, 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. Porous joint substrates include the following:

    a. Concrete.
    b. Masonry.

3. Remove laitance and form-release agents from concrete.
4. Clean nonporous surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants. Nonporous joint substrates include the following:

    a. Metal.
    b. Glass.

B. Joint Priming: Prime joint substrates, where recommended 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.

## 3.3 INSTALLATION OF JOINT SEALANTS

A. General: Comply with joint-sealant manufacturer's written installation instructions for products and applications indicated, unless more stringent requirements apply.

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

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

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

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

E. Install sealants using proven techniques that comply with the following and at the same time backings are installed:

1. Place sealants so they directly contact and fully wet joint substrates.
2. Completely fill recesses in each joint configuration.
3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.

F. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified 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.

## 3.4 CLEANING

A. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

## 3.5 PROTECTION

A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from original work.

## 3.6 JOINT-SEALANT SCHEDULE

A. Joint-Sealant Application: Exterior joints in vertical surfaces and horizontal nontraffic surfaces.

1. Joint Locations: As indicated.
2. Urethane Joint Sealant: Multicomponent, nonsag, Class 50.
3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors, for each material.

B. Joint-Sealant Application: Interior joints in all other vertical surfaces and horizontal nontraffic surfaces.

1. Joint Locations:

   a. Perimeter joints between interior wall surfaces and frames of interior doors and windows.
   b. Other joints as indicated.

2. Joint Sealant: Latex.
3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.

C. Joint-Sealant Application: Mildew-resistant interior joints in vertical surfaces and horizontal nontraffic surfaces at counters and backsplashes.

1. Joint Sealant Location:

   a. Joints between counters and walls.
   b. Joints between backsplashes and walls.
   c. Joints between counters and backsplashes.
   d. Other joints as indicated.

2. Joint Sealant: Single component, nonsag, mildew resistant, acid curing silicone.
3. Joint-Sealant Color: Clear.

END OF SECTION 079200

# SECTION 080152.61 - WOOD WINDOW REPAIRS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. Section includes wood window repairs as follows:

1. Repairing wood windows.
2. Reglazing.
3. Providing new storm window units.
4. Providing new wood storm door units.

B. Wood Window Repair Schedule: The Contractor is required to survey all existing wood window conditions prior to bid and prepare a Wood Window Repair Schedule.

1. Submit Schedule with the bid for review and approval by the Owner and Architect.
2. The Schedule shall include a complete scope of window repair requirements and will be used to identify a base line for additions and deletions per unit costs in accordance with Division 01 Section “Unit Prices.”

C. Related Requirements:

1. Division 01 Section “Alternates” for bidding requirements of this Section.
2. Division 02 Section "Selective Demolition" for specific requirements relating to selectively demolishing construction, including window and trim removal.

### 1.3 UNIT PRICES

A. Work of this Section is affected by unit prices specified in Division 01 Section "Unit Prices."

1. Unit prices apply to authorized additions to and deletions from Work as authorized by Change Orders.

### 1.4 DEFINITIONS

A. Design Reference Sample: A sample that represents the Architect's prebid selection of work to be matched; it may be existing work or work specially produced for the Project.

B. Glazing: Includes glass, glazing points, glazing tapes, glazing sealants, and glazing compounds.

C. Replicate: To reproduce in exact detail, materials, and finish unless otherwise indicated.

D. Window: Includes window frame, sash, hardware, storm window, and exterior and interior shutters unless otherwise indicated by context.

E. Wood Window Component Terminology: Wood window components for repair work include the following classifications:

1. Frame Components: Head, jambs, and sill.
2. Sash Components: Stiles and rails, parting bead, stop, and muntins.
3. Exterior Trim: Exterior casing, brick mold, and cornice or drip cap.
4. Interior Trim: Casing, stool, and apron.

## 1.5 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

## 1.6 SEQUENCING AND SCHEDULING

A. Perform window repairs in the following sequence, which includes work specified in this and other Sections:

1. Label each window frame with permanent opening-identification number in inconspicuous location.
2. Tag existing window sash with opening-identification numbers and remove for on-site or off-site repair. Indicate on tags the locations on window of each component, such as "top sash," or "bottom sash"
3. Remove window, dismantle hardware, and tag hardware with opening-identification numbers.
4. Install temporary protection and security at window openings.
5. In the shop, label each sash, storm window, and shutter unit with permanent opening-identification number in inconspicuous location and remove site-applied tags.
6. Sort units by condition, separating those that need extensive repair.
7. Clean surfaces.
8. General Wood-Repair Sequence:

    a. Remove paint to bare wood.
    b. Rack frames slightly to inject adhesive into mortise and tenon joints; square frames to proper fit before adhesive sets.
    c. If thicker than original glass is required, rout existing muntins to required rebate size.
    d. Repair wood by consolidation, member replacement, partial member replacement, and patching.
    e. Sand, prime, fill, sand again, and prime surfaces again for refinishing.

9. Repair, refinish, and replace hardware if required. Reinstall operating hardware.
10. Install glazing.
11. Remove temporary protection and security at window openings.
12. Reinstall units.
13. Apply finish coats.
14. Install remaining hardware and weather stripping.

## 1.7 ACTION SUBMITTALS

A. Product Data: For each type of product.

1. Include recommendations for product application and use.

B. Shop Drawings:

1. Include plans, elevations, and sections showing locations and extent of repair and replacement work, with enlarged details of replacement parts indicating materials, profiles, joinery, reinforcing, method of splicing into or attaching to existing wood window, accessory items, and finishes.
2. Include field-verified dimensions and provisions for sealant joints, flashing, counter-weights, and hardware as required for location.

C. Samples for Initial Selection: For each type of exposed wood and finish.

1. Identify wood species, cut, and other features.
2. Include Samples of hardware and accessories involving color selection.

D. Samples for Verification: For the following products in manufacturer's standard sizes unless otherwise indicated, finished as required for use in the Work:

1. Hardware: Full-size units with each factory-applied or restored finish.
2. Glass: Full-size units of each type and appearance.

## 1.8 INFORMATIONAL SUBMITTALS

A. Qualification Data: For wood-window-repair specialist.

B. Preconstruction Test Reports: For wood window repairs.

## 1.9 QUALITY ASSURANCE

A. Wood-Window-Repair Specialist Qualifications: A qualified wood window specialist, experienced in repairing, refinishing, and replacing wood windows in whole and in part. Experience only in fabricating and installing new wood windows is insufficient experience for repairing wood windows.

1. Title X Requirement: Each firm conducting activities that disturb painted surfaces shall be a "Lead-Safe Certified Firm" according to 40 CFR 745, Subpart E, and use only workers that are trained in lead-safe work practices.

B. Mockups: Prepare mockups of window-repair processes to demonstrate aesthetic effects and to set quality standards for materials and execution and for fabrication and installation. Prepare mockups so they are as inconspicuous as practicable.

1. Locate mockups on existing windows where directed by Architect.
2. Wood Window Repairs: Prepare one entire window unit to serve as mockup to demonstrate samples of each type of repair of wood window members including frame, sash, glazing, and hardware.
3. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.10 DELIVERY, STORAGE, AND HANDLING

A. Pack, deliver, and store products in suitable packs, heavy-duty cartons, or wooden crates; surround with sufficient packing material to ensure that products are not deformed, broken, or otherwise damaged.

B. Store products inside a well-ventilated area and where environmental conditions comply with manufacturer's requirements; protect from weather, moisture, soiling, abrasion, extreme temperatures, and humidity.

1.11 FIELD CONDITIONS

A. Weather Limitations: Proceed with wood window repairs only when existing and forecasted weather conditions are within the environmental limits set by each manufacturer's written instructions and specified requirements.

PART 2 - PRODUCTS

2.1 WOOD WINDOW REPAIRS, GENERAL

A. Quality Standard: Comply with applicable requirements in Section 6, "Interior & Exterior Millwork," in AWI/AWMAC/WI's "Architectural Woodwork Standards" for construction, finishes, grades of wood windows, and other requirements unless otherwise indicated.

1. Exception: Industry practices cited in Section 6, Article 1.5, Industry Practices, of the Architectural Woodwork Standards do not apply to the work of this Section.

2.2 REPLICATED WOOD WINDOW UNITS

A. Replicated Wood Window Frames and Sash: Custom-fabricated replacement wood units and trim, with operating and latching hardware.

1. Joint Construction: Joints matching existing.
2. Wood Species: Match wood species of exterior window trim and sash parts.
3. Wood Cut: Match cut of existing exterior wood window trim and sash parts.
4. Wood Window Members and Trim: Match profiles and detail of existing window members and trim.
5. Glazing Stops: Provide replacement glazing stops coordinated with glazing system indicated.
6. Integral Screen Sash Inserts: Manufacturer's standard wood-framed sash inserts; with sash-insert frames recessed fully in rebates routed in window frame or sash as required; and secured with turn-button hardware. Provide insect screen for each operable exterior sash or ventilator. Shop finish sash inserts to match window frame.
7. Exposed Hardware: Reuse existing exposed window hardware.
8. Weather Stripping: Full-perimeter weather stripping for each operable sash.

2.3 STORM WINDOWS

A. General: Custom fabricated, tight fitting, and with operating and latching hardware.

1. Fabricate storm windows for installation on outside of primary window.
2. Make storm windows removable for cleaning and storage.

B. Wood Storm Windows:

1. Joint Construction: Mortise and tenon joints.
2. Wood Species: Douglas Fir.
3. Wood Cut: Plain sliced/plain sawn.
4. Wood Storm-Window Members: As indicated on Drawings
5. Hardware: As required to secure storm window to window frames, solid stainless steel construction.

    a. Basis of Design Products: Subject to compliance with requirements, provide products by **House of Antique Hardware** or equal.

        1) Storm Window Stays, Pair: Item R-09SR-SA-01.
        2) Storm Window Hanger Set for operable storm windows: Item R-09SR-SH-B.
        3) Storm Window Retaining Clips for fixed storm windows: Item R-09SR-SSRC.

6. Glazing Material: Uncoated clear float glass, 1/8 inch thickness.

C. Wood Storm Doors:

1. Joint Construction: Mortise and tenon joints.
2. Wood Species: Douglas Fir.
3. Wood Cut: Plain sliced/plain sawn.
4. Wood Storm Door Members: As indicated on Drawings
5. Hardware: To match existing.
6. Glazing Material: Clear tempered float glass, 1/4 inch thickness.

    a. Safety Glazing Labeling: Permanently mark safety glazing with certification label of the SGCC or another certification agency acceptable to authorities having jurisdiction. Label shall indicate manufacturer's name, type of glass, thickness, and safety glazing standard with which glass complies.

## 2.4 WOOD-REPLACEMENT MATERIALS

A. Wood, General: Clear fine-grained lumber; kiln dried to a moisture content of 6 to 12 percent at time of fabrication; free of visible finger joints, blue stain, knots, pitch pockets, and surface checks larger than 1/32 inch deep by 2 inches wide.

1. Species: Match species of each existing type of wood component or assembly unless otherwise indicated.

B. Frame Heads and Jambs: Match existing species.

C. Sills: Match existing species.

D. Sash Components: Match existing species.

## 2.5 WOOD-REPAIR MATERIALS

A. Source Limitations: Obtain wood consolidant and wood-patching compound from single source from single manufacturer.

B. Wood Consolidant: Ready-to-use product designed to penetrate, consolidate, and strengthen soft fibers of wood materials that have deteriorated due to weathering and decay and designed specifically to enhance the bond of wood-patching compound to existing wood.

C. Wood-Patching Compound: Two-part epoxy-resin wood-patching compound; knife-grade formulation as recommended in writing by manufacturer for type of wood repair indicated, tooling time required for the detail of work, and site conditions. Compound shall be designed for filling voids in damaged wood materials that have deteriorated due to weathering and decay. Compound shall be capable of filling deep holes and spreading to feather edge.

## 2.6 GLAZING MATERIALS

A. Glass: To match existing historic appearance.

B. Glazing Systems:

1. Traditional Glazing Products: Glazing points and oil-based glazing putty or latex glazing compound. Tint to required color according to manufacturer's written instructions.
2. Polyurethane Glazing Products: Glazing points and single-component polyurethane glazing compound; ASTM C 920, Type S, Grade NS, Class 25, Use G; struck uniformly to match taper of existing glazing system (removed); colored as required to match painted sash.
3. Silicone Glazing Products: Glazing securement and silicone glazing sealant struck uniformly to match taper of existing glazing system (removed); colored as required to match painted sash.
4. Primers and Cleaners for Glazing: As recommended in writing by glazing material manufacturer.

## 2.7 MISCELLANEOUS MATERIALS

A. Borate Preservative Treatment: Inorganic, borate-based solution, with disodium octaborate tetrahydrate as the primary ingredient; manufactured for preserving weathered and decayed wood from further damage by decay fungi and wood-boring insects; complying with AWPA P5; containing no boric acid.

B. Cleaning Materials:

1. Detergent Solution: Solution prepared by mixing 2 cups of tetrasodium pyrophosphate (TSPP), 1/2 cup of laundry detergent that contains no ammonia, 5 quarts of 5 percent sodium hypochlorite bleach, and 15 quarts of warm water for each 5 gal. of solution required.
2. Mildewcide: Commercial, proprietary mildewcide or a solution prepared by mixing 1/3 cup of household detergent that contains no ammonia, 1 quart of 5 percent sodium hypochlorite bleach, and 3 quarts of warm water.

C. Adhesives: Wood adhesives for exterior exposure, with minimum 15- to 45-minute cure at 70 deg F, in gunnable and liquid formulations as recommended in writing by adhesive manufacturer for each type of repair.

D. Fasteners: Use fastener metals that are noncorrosive and compatible with each material joined.

1. Match existing fasteners in material and type of fastener unless otherwise indicated.
2. Use concealed fasteners for interconnecting wood components.
3. Use concealed fasteners for attaching items to other work unless exposed fasteners are the existing fastening method.
4. For fastening metals, use fasteners of same basic metal as fastened metal unless otherwise indicated.

5. For exposed fasteners, use Phillips-type machine screws of head profile flush with metal surface unless otherwise indicated.
6. Finish exposed fasteners to match finish of metal fastened unless otherwise indicated.

E. Anchors, Clips, and Accessories: Fabricate anchors, clips, and window accessories of aluminum, nonmagnetic stainless steel, or hot-dip zinc-coated steel complying with requirements in ASTM B 633 for SC 3 (Severe) service condition.

2.8 WOOD WINDOW FINISHES

A. Unfinished Replacement Units: Provide exposed exterior and interior wood surfaces of replacement units unfinished; smooth, filled, and suitably prepared for on-site priming and finishing.

PART 3 - EXECUTION

3.1 WOOD-WINDOW-REPAIR SPECIALIST

A. Wood-Window-Repair Specialist Firms: Subject to compliance with requirements, firms that may provide wood window repairs.

3.2 PREPARATION

A. Protect adjacent materials from damage by performing wood window repairs.

B. Clean wood windows of mildew, algae, moss, plant material, loose paint, grease, dirt, and other debris by scrubbing with bristle brush or sponge and detergent solution. Scrub mildewed areas with mildewcide. After cleaning, rinse thoroughly with fresh water. Allow to dry before repairing or painting.

C. Condition replacement wood members and replacement units to prevailing conditions at installation areas before installing.

3.3 WOOD WINDOW REPAIRS, GENERAL

A. Have wood window repairs performed only by qualified wood-window-repair specialist.

B. Appearance Standard: Completed work is to have a uniform appearance as viewed by Architect from the window interior at 5 feet away and from the window exterior at 20 feet away.

C. Execution of the Work: In repairing wood windows, disturb them as minimally as possible and as follows:

1. Stabilize and repair wood windows to reestablish structural integrity and weather resistance while maintaining the existing form of each item.
2. Repair items in place where possible.
3. Install temporary protective measures to protect wood window work that is indicated to be completed later.
4. Refinish wood windows according to Section 090190.52 "Maintenance Repainting" unless otherwise indicated.

D. Mechanical Abrasion: Where mechanical abrasion is needed for the work, use gentle mechanical methods, such as scraping and natural-fiber bristle brushing, that will not abrade wood substrate, reducing clarity of detail.

E. Repair Wood Windows: Match existing materials and features.

1. Repair wood windows by consolidating, patching, splicing, or otherwise reinforcing wood with new wood matching existing wood or with salvaged, sound, original wood.
2. Sash Balance: Repair sash balances to function according to type as specified in "Hardware" Article" above. Provide missing sash balances.

F. Replace Wood Units: Where indicated, duplicate and replace units with units made from salvaged, sound, original wood or with new wood matching existing wood. Use surviving prototypes to create patterns for duplicate replacements.

G. Protection of Openings: Where sash or windows are indicated for removal, cover resultant openings with temporary enclosures so that openings are weathertight during repair period.

H. Identify removed windows, frames, sash, and members with numbering system corresponding to window locations to ensure reinstallation in same location. Key windows, sash, and members to Drawings showing location of each removed unit. Permanently label units in a location that will be concealed after reinstallation.

## 3.4 WOOD WINDOW PATCH-TYPE REPAIR

A. General: Patch wood members that exhibit depressions, holes, or similar voids and that have limited amounts of rotted or decayed wood.

1. Remove sash from windows before performing patch-type repairs at meeting or sliding surfaces unless otherwise indicated. Reglaze units before reinstallation.
2. Verify that surfaces are sufficiently clean and free of paint residue before patching.
3. Remove rotted or decayed wood down to sound wood.

B. Apply borate preservative treatment to accessible surfaces after removing rotted or decayed wood and before applying wood consolidant or patching compound. Apply treatment liberally by brush to joints, edges, and ends; top, sides, and bottom. Allow treatment to dry.

C. Apply wood-patching compound to fill depressions, nicks, cracks, and other voids created by removed or missing wood.

1. Prime patch area with application of wood consolidant or manufacturer's recommended primer.
2. Mix only as much patching compound as can be applied according to manufacturer's written instructions.
3. Apply patching compound in layers as recommended in writing by manufacturer until the void is completely filled.
4. Sand patch surface smooth and flush with adjacent wood, without voids in patch material, and matching contour of wood member.
5. Clean spilled compound from adjacent materials immediately.

## 3.5 WOOD WINDOW MEMBER-REPLACEMENT REPAIR

A. General: Replace parts of or entire wood window members at locations in the Wood-Window-Repair Schedule.

1. Remove sash from windows before performing member-replacement repairs unless otherwise indicated.
2. Verify that surfaces are sufficiently clean and free of paint residue before repair.
3. Remove broken, rotted, and decayed wood down to sound wood.
4. Custom fabricate new wood to replace missing wood; either replace entire wood member or splice new wood part into existing member.
5. Secure new wood using finger joints, multiple dowels, or splines with adhesive and nailing to ensure maximum structural integrity at each splice. Use only concealed fasteners. Fill nail holes and patch surface to match surrounding sound wood.

B. Apply borate preservative treatment to accessible surfaces after replacements are made. Apply treatment liberally by brush to joints, edges, and ends; top, sides, and bottom.

C. Repair remaining depressions, holes, or similar voids with patch-type repairs.

D. Clean spilled materials from adjacent surfaces immediately.

E. Glazing: Reglaze units before reinstallation.

1. Mill new and rout existing glazed members to accommodate new glass thickness.
2. Provide replacement glazing stops coordinated with glazing system indicated.
3. Provide glazing stops to match contour of sash frames.

F. Reinstall units removed for repair into original openings.

## 3.6 GLAZING

A. Comply with combined written instructions of manufacturers of glass, glazing systems, and glazing materials, unless more stringent requirements are indicated.

B. Remove cracked and damaged glass and glazing materials from openings and prepare surfaces for reglazing.

C. Remove existing glass and glazing where indicated in the Wood-Window-Repair Schedule, and prepare surfaces for reglazing.

D. Remove glass and glazing from openings and prepare surfaces for reglazing.

E. Size glass as required by Project conditions to provide necessary bite on glass, minimum edge and face clearances, with reasonable tolerances.

F. Apply primers to joint surfaces where required for adhesion of glazing system, as determined by preconstruction testing.

G. Install setting bead, side beads, and back bead against stop in glazing rabbets before setting glass, according to glazing-system manufacturer's instructions.

H. Install glass with proper orientation so that coatings, if any, face exterior or interior as required.

I. Disposal of Removed Glass: Remove from Owner's property and legally dispose of it. Protect unbroken lites and deliver as salvage to Owner for storage where directed unless otherwise indicated.

3.7 WOOD WINDOW UNIT REPLACEMENT

A. General: Replace existing wood window frame and sash units with new custom-fabricated units to match existing at locations within Wood-Window-Repair Schedule where damage is too extensive to repair.

B. Apply borate preservative treatment to accessible surfaces before finishing. Apply treatment liberally by brush to joints, edges, and ends; top, sides, and bottom.

C. Mill glazed members to accommodate glass thickness. Glaze units before installation.

D. Install units, hardware, weather stripping, accessories, and other components.

E. Install units level, plumb, square, true to line, without distortion or impeding movement; anchored securely in place to structural support; and in proper relation to wall flashing, trim, and other adjacent construction.

F. Set sill members in bed of sealant for weathertight construction unless otherwise indicated.

G. Install window units with new anchors into existing openings.

H. Metal Protection: Separate aluminum and other corrodible surfaces from sources of corrosion or electrolytic action at points of contact with other materials.

I. Disposal of Removed Units: Remove from Owner's property and legally dispose of them. Deliver as salvage to Owner for storage where directed.

3.8 STORM WINDOW INSTALLATION

A. Install wood storm windows at each window jamb indicated.

B. Install units by mounting to window frames as indicated on Drawings and according to manufacturer's written instructions.

3.9 FIELD QUALITY CONTROL

A. Manufacturers Field Service: Engage wood-repair-material manufacturers' factory-authorized service representatives for consultation and Project-site inspection and to provide on-site assistance when requested by Architect.

3.10 ADJUSTING

A. Adjust existing and replacement operating sash, screens, hardware, weather stripping, and accessories for a tight fit at contact points and weather stripping for smooth operation and weathertight closure. Lubricate hardware and moving parts.

3.11 CLEANING AND PROTECTION

A. Protect window surfaces from contact with contaminating substances resulting from construction operations. Monitor window surfaces adjacent to and below exterior concrete and masonry during construction for presence of dirt, scum, alkaline deposits, stains, or other contaminants. If contaminating substances contact window surfaces, remove contaminants immediately.

B. Clean exposed surfaces immediately after repairing wood windows. Avoid damage to coatings and finishes. Remove excess sealants, glazing and patching materials, dirt, and other substances.

C. Remove and replace glass that has been broken, chipped, cracked, abraded, or damaged during construction.

END OF SECTION 080152.61

# SECTION 090106.91 - WOOD FLOORING RESTORATION

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. Section includes:

1. Refinishing of existing wood flooring.

B. Related Section includes:

1. Division 01 Section "Alternates" for bidding requirements of this Section.
2. Division 06 Section "Interior Architectural Woodwork" for standing and running wood trim.

### 1.3 SUBMITTALS

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

1. Provide certification by the manufacturer that finishing products supplied comply with State of Connecticut Ozone Transportation Commission (OTC) regulations controlling use of volatile organic compounds (VOCs).

### 1.4 QUALITY ASSURANCE

A. Source Limitations: For field-finished wood flooring, obtain each species, grade, and cut of wood from one source with resources to provide materials and products of consistent quality in appearance and physical properties.

## PART 2 - PRODUCTS

### 2.1 FINISHES

A. All products shall comply with the VOC content regulations of the Ozone Transportation Commission (OTC) effective in the State of Connecticut, for interior paints and coatings applied at Project site.

B. Urethane Finish System: Complete water-based system of compatible components that is recommended by finish manufacturer for application indicated.

1. Basis of Design Product: Subject to compliance with requirements, provide **Bona; Bona Naturale** or comparable product by one of the following:

a. Dura Seal, Sherwin-Williams Company (The).
b. Hillyard, Inc.

2. VOC Content: When calculated according to 40 CFR 59, Subpart D (EPA Method 24), as follows:

   a. Finish Coats and Floor Sealers: Not more than 350 g/L.
   b. Stains: Not more than 250 g/L.

3. Stain: Penetrating and nonfading type.

   a. Color: As selected by Architect from manufacturer's full range.

4. Floor Sealer: Pliable, penetrating type.
5. Finish Coats: Formulated for multicoat application on wood flooring.

C. Wood Filler: Compatible with finish system components and recommended by filler and finish manufacturers for use indicated. If required to match approved Samples, provide pigmented filler.

D. Interior Wood Stain: Factory-formulated water-based penetrating wood stain for interior application applied at spreading rate recommended by manufacturer (**250 g/L)**.

1. Lenmar; Waterborne Interior Wood Stain 1WB1300.
2. Glidden Professional Wood Pride; Water-Based Wood Finishing Semi-Transparent Stain 1700V.
3. Pittsburgh Paints; Olympic Premium Interior Oil Based Wood Stain, Tint Base 44500.
4. Sherwin-Williams; Minwax Wood Finish 250 VOC Stains.

## PART 3 - EXECUTION

### 3.1 EXAMINATION

A. Examine substrates, areas and conditions, with Installer present, for compliance with requirements for maximum moisture content, installation tolerances, and other conditions affecting performance of wood flooring.

1. Verify that substrates comply with tolerances and other requirements specified in other Sections.
2. Proceed with installation only after unsatisfactory conditions have been corrected.

### 3.2 PREPARATION

A. Remove coatings, including curing compounds, and other substances on substrates that are incompatible with installation adhesives and that contain soap, wax, oil, or silicone, using mechanical methods recommended by manufacturer. Do not use solvents.

B. Broom or vacuum clean substrates to be covered immediately before product installation. After cleaning, examine substrates for moisture, alkaline salts, carbonation, or dust. Proceed with installation only after unsatisfactory conditions have been corrected.

3.3 INSTALLATION

A. Comply with flooring manufacturer's written installation instructions, but not less than applicable recommendations in NWFA's "Installation Guidelines: Wood Flooring."

B. Provide expansion space at walls and other obstructions and terminations of flooring as indicated on Drawings, but not less than 1/4 inch.

C. Wood Underlayment: Existing to remain.

3.4 FLOORING REPAIR

A. Comply with the following for areas of existing wood flooring that require repair prior to refinishing:

1. Provide new flooring as required to match existing.
2. Flooring strips shall be laced into the existing floor. Each strip shall be laid out so joints in adjoining strips are as far apart as the stock permits. Each strip shall be driven into position and blind-nailed with 7d floor nails with spacing not exceeding 18 inches. Nails shall be "toe-nailed" into the piece of flooring toward the preceding piece to which it joins with end joints tight.
3. Repair all holes in flooring materials. One inch and smaller diameter holes may be plugged with matching material by removing adjacent flooring materials down to the existing sub-floor with a 1-1/2 inch drill bit. The subfloor shall remain to provide a secure seat for the plug. The plug shall be tightly fitted, fastened with epoxy glue, and shall slightly project above adjacent surfaces. Excess glue shall be removed and the area wiped clean. New flooring strips shall be provided where holes are larger than one inch in diameter.

3.5 FIELD FINISHING

A. Machine-sand flooring to remove offsets, ridges, cups, raised grain and sanding-machine marks that would be noticeable after finishing. Vacuum and tack with a clean cloth immediately before applying finish. Keep sanding to a minimum.

1. Comply with applicable recommendations in NWFA's "Installation Guidelines: Wood Flooring."
2. Take great care to ensure that the minimum amount of wood is taken off when sanding the existing floor.

B. Fill open-grained hardwood.

C. Fill and repair wood flooring seams and defects.

D. Apply floor-finish materials in number of coats recommended by finish manufacturer for application indicated, but not less than one coat of floor sealer and three finish coats.

1. For water-based finishes, use finishing methods recommended by finish manufacturer to minimize grain raise.

E. Do not cover wood flooring after finishing until finish reaches full cure, and not before seven days after applying last finish coat.

3.6 PROTECTION

A. Protect installed wood flooring during remainder of construction period with covering of heavy kraft paper or other suitable material. Do not use plastic sheet or film that might cause condensation.

1. Do not move heavy and sharp objects directly over kraft-paper-covered wood flooring. Protect flooring with plywood or hardboard panels to prevent damage from storing or moving objects over flooring.

3.7 INTERIOR STAIN AND NATURAL-FINISH SCHEDULE

A. Typical Wood Flooring:

1. Stain Satin-Varnish Finish: Two finish coats of clear satin varnish over a sealer coat and interior wood stain. Wipe wood filler before applying stain.

a. Stain Coat: Interior wood stain.

1) Color: As selected by Architect / Owner.

b. Sealer Coat: Clear sanding sealer.
c. Finish Coats: Interior polyurethane-based clear satin varnish.

END OF SECTION 096400

# SECTION 092900 - GYPSUM BOARD

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. Section Includes:

1. Interior gypsum board.

### 1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.

### 1.4 DELIVERY, STORAGE AND HANDLING

A. Store materials inside under cover and keep them dry and protected against weather, condensation, direct sunlight, construction traffic, and other potential causes of damage. Stack panels flat and supported on risers on a flat platform to prevent sagging.

### 1.5 FIELD CONDITIONS

A. Environmental Limitations: Comply with ASTM C 840 requirements or gypsum board manufacturer's written recommendations, whichever are more stringent.

B. Do not install paper-faced gypsum panels until installation areas are enclosed and conditioned.

C. Do not install panels that are wet, those that are moisture damaged, and those that are mold damaged.

1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

## PART 2 - PRODUCTS

### 2.1 GYPSUM BOARD, GENERAL

A. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

2.2 INTERIOR GYPSUM BOARD

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

1. Georgia-Pacific Gypsum LLC.
2. Lafarge / Continental.
3. National Gypsum Company.
4. Temple-Inland.
5. USG Corporation.

B. Gypsum Wallboard: ASTM C 1396/C 1396M.

1. Thickness: 1/2 inch.
2. Long Edges: Tapered.

C. Gypsum Ceiling Board: ASTM C 1396/C 1396M.

1. Thickness: 1/4 inch.
2. Long Edges: Tapered.

2.3 TRIM ACCESSORIES

A. Interior Trim: ASTM C 1047.

1. Material: Galvanized or aluminum-coated steel sheet, rolled zinc, plastic, or paper-faced galvanized steel sheet.
2. Shapes:

a. Cornerbead.
b. LC-Bead: J-shaped; exposed long flange receives joint compound.

2.4 JOINT TREATMENT MATERIALS

A. General: Comply with ASTM C 475/C 475M.

B. Joint Tape:

1. Interior Gypsum Board: Paper.

C. Joint Compound for Interior Gypsum Board: For each coat use formulation that is compatible with other compounds applied on previous or for successive coats.

1. Prefilling: At open joints and damaged surface areas, use setting-type taping compound.
2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use setting-type taping compound.

a. Use setting-type compound for installing paper-faced metal trim accessories.

3. Fill Coat: For second coat, use drying-type, all-purpose compound.
4. Finish Coat: For third coat, use drying-type, all-purpose compound.

2.5 AUXILIARY MATERIALS

A. General: Provide auxiliary materials that comply with referenced installation standards and manufacturer's written recommendations.

B. Steel Drill Screws: ASTM C 1002, unless otherwise indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine areas and substrates including welded hollow-metal frames and framing, with Installer present, for compliance with requirements and other conditions affecting performance.

B. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.

C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 APPLYING AND FINISHING PANELS, GENERAL

A. Comply with ASTM C 840.

B. Install ceiling panels across framing to minimize the number of abutting end joints and to avoid abutting end joints in central area of each ceiling. Stagger abutting end joints of adjacent panels not less than one framing member.

C. Install panels with face side out. Butt panels together for a light contact at edges and ends with not more than 1/16 inch of open space between panels. Do not force into place.

D. Locate edge and end joints over supports, except in ceiling applications where intermediate supports or gypsum board back-blocking is provided behind end joints. Do not place tapered edges against cut edges or ends. Stagger vertical joints on opposite sides of partitions. Do not make joints other than control joints at corners of framed openings.

E. Form control and expansion joints with space between edges of adjoining gypsum panels.

F. Cover both faces of support framing with gypsum panels in concealed spaces (above ceilings, etc.), except in chases braced internally.

1. Unless concealed application is indicated or required for sound, fire, air, or smoke ratings, coverage may be accomplished with scraps of not less than 8 sq. ft. in area.
2. Fit gypsum panels around ducts, pipes, and conduits.
3. Where partitions intersect structural members projecting below underside of floor/roof slabs and decks, cut gypsum panels to fit profile formed by structural members; allow 1/4- to 3/8-inch- wide joints to install sealant.

G. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments, 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.

H. Wood Framing: Install gypsum panels over wood framing, with floating internal corner construction. Do not attach gypsum panels across the flat grain of wide-dimension lumber, including floor joists and headers. Float gypsum panels over these members or provide control joints to counteract wood shrinkage.

## 3.3 APPLYING INTERIOR GYPSUM BOARD

A. Install interior gypsum board in the following locations:

1. Wallboard: As indicated on Drawings.
2. Ceiling Board: As indicated for ceiling overlay.

B. Single-Layer Application:

1. On ceilings, apply gypsum panels before wall/partition board application to greatest extent possible and at right angles to framing unless otherwise indicated.
2. On partitions/walls, apply gypsum panels horizontally (perpendicular to framing) unless otherwise indicated or required by fire-resistance-rated assembly, and minimize end joints.

    a. Stagger abutting end joints not less than one framing member in alternate courses of panels.

3. Fastening Methods: Apply gypsum panels to supports with steel drill screws.

## 3.4 INSTALLING TRIM ACCESSORIES

A. General: For trim with back flanges intended for fasteners, attach to framing with same fasteners used for panels. Otherwise, attach trim according to manufacturer's written instructions.

B. Interior Trim: Install in the following locations:

1. Cornerbead: Use at outside corners.
2. LC-Bead: Use at exposed panel edges.

## 3.5 FINISHING GYPSUM BOARD

A. General: Treat gypsum board joints, interior angles, edge trim, control joints, penetrations, fastener heads, surface defects, and elsewhere as required to prepare gypsum board surfaces for decoration. Promptly remove residual joint compound from adjacent surfaces.

B. Prefill open joints and damaged surface areas.

C. Apply joint tape over gypsum board joints, except for trim products specifically indicated as not intended to receive tape.

D. Gypsum Board Finish Levels: Finish panels to levels indicated below and according to ASTM C 840:

1. Level 1: Ceiling plenum areas, concealed areas, and where indicated.
2. Level 4: At panel surfaces that will be exposed to view.

    a. Primer and its application to surfaces are specified in Division 09 Section "Painting."

3.6 PROTECTION

A. Protect adjacent surfaces from drywall compound and promptly remove from floors and other non-drywall surfaces. Repair surfaces stained, marred, or otherwise damaged during drywall application.

B. Remove and replace panels that are wet, moisture damaged, and mold damaged.

1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

END OF SECTION 092900

# SECTION 093000 - TILING

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section “Summary”, Paragraph 1.1A, entitled “Related Documents.”

### 1.2 SUMMARY

A. This Section includes the following:

1. Porcelain paver tile.
2. Floor underlayment.

B. Related Section:

1. Division 01 Section “Alternates” for bidding requirements of this Section.

### 1.3 DEFINITIONS

A. General: Definitions in the ANSI A108 series of tile installation standards and in ANSI A137.1 apply to Work of this Section unless otherwise specified.

B. ANSI A108 Series: ANSI A108.01, ANSI A108.02, ANSI A108.1A, ANSI A108.1B, ANSI A108.1C, ANSI A108.4, ANSI A108.5, ANSI A108.6, ANSI A108.8, ANSI A108.9, ANSI A108.10, ANSI A108.11, ANSI A108.12, ANSI A108.13, ANSI A108.14, ANSI A108.15, ANSI A108.16, and ANSI A108.17, which are contained in its "Specifications for Installation of Ceramic Tile."

C. Module Size: Actual tile size (minor facial dimension as measured per ASTM C 499) plus joint width indicated.

D. Facial Dimension: Nominal tile size as defined in ANSI A137.1.

### 1.4 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

### 1.5 PERFORMANCE REQUIREMENTS

A. Coefficient of Friction: For tile installed on walkway surfaces, provide products with the following values as determined by testing identical products per the DCOF AcuTest in accordance with ANSI A137.1 – 2012 standard.

1. Level Surfaces: Minimum 0.42 wet.

1.6 ACTION SUBMITTALS

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

B. Shop Drawings: Show locations of each type of tile and tile pattern. Show widths, details, and locations of expansion, contraction, control, and isolation joints in tile substrates and finished tile surfaces.

C. Samples for Initial Selection: For each type of tile and grout indicated. Include Samples of accessories involving color selection.

D. Samples for Verification:

1. Full-size units of each type and composition of tile and for each color and finish required.
2. Metal edge strips in 6-inch lengths.

1.7 INFORMATIONAL SUBMITTALS

A. Master Grade Certificates: For each shipment, type, and composition of tile, signed by tile manufacturer and Installer.

B. Product Certificates: For each type of product, signed by product manufacturer.

C. Qualification Data: For Installer.

D. Material Test Reports: For each tile-setting and -grouting product.

1.8 MAINTENANCE MATERIAL SUBMITTALS

A. Furnish extra materials that match and are from same production runs as products installed and that are packaged with protective covering for storage and identified with labels describing contents.

1. Tile and Trim Units: Furnish quantity of full-size units equal to 3 percent of amount installed, for each type, composition, color, pattern, and size indicated.

1.9 DELIVERY, STORAGE, AND HANDLING

A. Deliver and store packaged materials in original containers with seals unbroken and labels intact until time of use. Comply with requirement in ANSI A137.1 for labeling sealed tile packages.

B. Store tile and cementitious materials on elevated platforms, under cover, and in a dry location.

C. Store aggregates where grading and other required characteristics can be maintained and contamination avoided.

D. Store liquid latexes and emulsion adhesives in unopened containers and protected from freezing.

E. Handle tile that has temporary protective coating on exposed surfaces to prevent coated surfaces from contacting backs or edges of other units. If coating does contact bonding surfaces of tile, remove coating from bonding surfaces before setting tile.

1.10 PROJECT CONDITIONS

A. Environmental Limitations: Do not install tile until construction in spaces is complete and ambient temperature and humidity conditions are maintained at the levels indicated in referenced standards and manufacturer's written instructions.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Source Limitations for Tile: Obtain all tile of same type and color or finish from one source or producer.

1. Obtain tile from same production run and of consistent quality in appearance and physical properties for each contiguous area.

B. Source Limitations for Setting and Grouting Materials: Obtain ingredients of a uniform quality for each mortar, adhesive, and grout component from a single manufacturer and each aggregate from one source or producer.

C. Source Limitations for Other Products: Obtain each of the following products specified in this Section through one source from a single manufacturer for each product:

1. Fiber cement backer units.

2.2 PRODUCTS, GENERAL

A. ANSI Ceramic Tile Standard: Provide tile that complies with ANSI A137.1, "Specifications for Ceramic Tile," for types, compositions, and other characteristics indicated.

1. Provide tile complying with Standard grade requirements, unless otherwise indicated.
2. For facial dimensions of tile, comply with requirements relating to tile sizes specified in Part 1 "Definitions" Article.

B. ANSI Standards for Tile Installation Materials: Provide materials complying with ANSI A108.02, ANSI standards referenced in other Part 2 articles, ANSI standards referenced by TCNA installation methods specified in tile installation schedules, and other requirements specified.

C. Colors, Textures, and Patterns: Where manufacturer's standard products are indicated for tile, grout, and other products requiring selection of colors, surface textures, patterns, and other appearance characteristics, provide specific products or materials complying with the following requirements:

1. As indicated by manufacturer's designations.

D. Factory Blending: For tile exhibiting color variations within ranges selected during Sample submittals, blend tile in factory and package so tile units taken from one package show same range in colors as those taken from other packages and match approved Samples.

E. Factory-Applied Temporary Protective Coating: Where indicated under tile type, protect exposed surfaces of tile against adherence of mortar and grout by precoating with continuous film of petroleum paraffin wax, applied hot. Do not coat unexposed tile surfaces.

2.3 TILE PRODUCTS

A. Porcelain Tile: Flat tile as follows:

1. Product: Subject to compliance with requirements, provide **American Olean, Division of Dal-Tile International Corp.; Montego** or comparable product by one of one of the following, or equal:

   a. Crossville, Inc.
   b. Dal-Tile, Division of Dal-Tile International Corp.

2. Composition: Porcelain.
3. Module Size: 12 by 12.
4. Nominal Thickness: 3/8 inch.
5. Finish: Unpolished.
6. Color: Coastal Ivory MG95.
7. Grout Color: As selected by Architect from manufacturer's full range.

2.1 FLOOR UNDERLAYMENT

A. Fiber-Cement Underlayment: ASTM C 1288, in maximum lengths available to minimize end-to-end butt joints.

1. Products: Subject to compliance with requirements, provide one of the following, or equal:

   a. CertainTeed Corp.; FiberCement Underlayment.
   b. James Hardie; Hardiebacker.

2. Thickness: 1/4 inch.

2.2 SETTING AND GROUTING MATERIALS

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

1. Custom Building Products.
2. LATICRETE International Inc.
3. MAPEI Corporation.

B. Latex-Portland Cement Mortar (Thin Set): ANSI A118.4, consisting of the following:

1. Prepackaged dry-mortar mix containing dry, redispersible, ethylene vinyl acetate additive to which only water must be added at Project site.

   a. Product: Subject to compliance with requirements, provide the following, or equal:

      1) MAPEI Corporation; Ultraflex 2.

C. Epoxy Based Tile Grout: ANSI A118.3, color as selected by Architect from manufacturer's full range.

1. Products: Subject to compliance with requirements, provide one of the following:

   a. LATICRETE International Inc.; Laticrete SpectraLOCK.
   b. MAPEI Corporation; MAPEI Opticolor.

2.3 MISCELLANEOUS MATERIALS

A. Trowelable Underlayments and Patching Compounds: Latex-modified, portland cement-based formulation provided or approved by manufacturer of tile-setting materials for installations indicated.

B. Temporary Protective Coating: Either product indicated below that is formulated to protect exposed surfaces of tile against adherence of mortar and grout; compatible with tile, mortar, and grout products; and easily removable after grouting is completed without damaging grout or tile.

1. Petroleum paraffin wax, fully refined and odorless, containing at least 0.5 percent oil with a melting point of 120 to 140 deg F per ASTM D 87.
2. Grout release in form of manufacturer's standard proprietary liquid coating that is specially formulated and recommended for use as temporary protective coating for tile.

C. Tile Cleaner: A neutral cleaner capable of removing soil and residue without harming tile and grout surfaces, specifically approved for materials and installations indicated by tile and grout manufacturers.

2.4 MIXING MORTARS AND GROUT

A. Mix mortars and grouts to comply with referenced standards and mortar and grout manufacturers' written instructions.

B. Add materials, water, and additives in accurate proportions.

C. Obtain and use type of mixing equipment, mixer speeds, mixing containers, mixing time, and other procedures to produce mortars and grouts of uniform quality with optimum performance characteristics for installations indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions where tile will be installed, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of installed tile.

1. Verify that substrates for setting tile are firm; dry; clean; free of oil, waxy films, and curing compounds; and within flatness tolerances required by referenced ANSI A108 Series of tile installation standards for installations indicated.
2. Verify that joints and cracks in tile substrates are coordinated with tile joint locations; if not coordinated, adjust joint locations in consultation with Architect.

B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

A. Remove coatings, including curing compounds and other substances that contain soap, wax, oil, or silicone, that are incompatible with tile-setting materials.

B. Blending: For tile exhibiting color variations within ranges selected during Sample submittals, verify that tile has been factory blended and packaged so tile units taken from one package show same range of colors as those taken from other packages and match approved Samples. If not factory blended, either return to manufacturer or blend tiles at Project site before installing.

C. Field-Applied Temporary Protective Coating: Where indicated under tile type or needed to prevent grout from staining or adhering to exposed tile surfaces, precoat them with continuous film of temporary protective coating, taking care not to coat unexposed tile surfaces.

## 3.3 INSTALLATION, GENERAL

A. Comply with TCNA's "Handbook for Ceramic, Glass, and Stone Tile Installation" for TCNA installation methods specified in tile installation schedules. Comply with parts of the ANSI A108 series "Specifications for Installation of Ceramic Tile" that are referenced in TCNA installation methods, specified in tile installation schedules, and apply to types of setting and grouting materials used.

1. For the following installations, follow procedures in the ANSI A108 series of tile installation standards for providing 95 percent mortar coverage:

a. Tile floors consisting of tiles 8 by 8 inches or larger.

B. Extend tile work into recesses and under or behind equipment and fixtures to form complete covering without interruptions, unless otherwise indicated. Terminate work neatly at obstructions, edges, and corners without disrupting pattern or joint alignments.

C. Accurately form intersections and returns. Perform cutting and drilling of tile without marring visible surfaces. Carefully grind cut edges of tile abutting trim, finish, or built-in items for straight aligned joints. Fit tile closely to electrical outlets, piping, fixtures, and other penetrations so plates, collars, or covers overlap tile.

D. Jointing Pattern: Lay tile in grid pattern, unless otherwise indicated. Align joints when adjoining tiles on floor, base, walls, and trim are same size. Lay out tile work and center tile fields in both directions in each space or on each wall area. Adjust to minimize tile cutting. Provide uniform joint widths, unless otherwise indicated.

E. Grout tile to comply with requirements of the following tile installation standards:

1. For ceramic tile grouts (sand-portland cement; dry-set, commercial portland cement; and latex-portland cement grouts), comply with ANSI A108.10.

## 3.4 UNDERLAYMENT INSTALLATION

A. Install fiber-cement underlayment and treat joints according to ANSI A108.11 and manufacturer's written instructions for type of application indicated. Use latex-portland cement mortar for bonding material unless otherwise directed in manufacturer's written instructions.

## 3.5 FLOOR TILE INSTALLATION

A. Joint Widths: Install tile on floors with the following joint widths:

1. Paver Tile: 3/16 inch.

3.6 CLEANING AND PROTECTING

A. Cleaning: On completion of placement and grouting, clean all ceramic tile surfaces so they are free of foreign matter.

1. Remove epoxy and latex-portland cement grout residue from tile as soon as possible.
2. Clean grout smears and haze from tile according to tile and grout manufacturer's written instructions, but no sooner than 10 days after installation. Use only cleaners recommended by tile and grout manufacturers and only after determining that cleaners are safe to use by testing on samples of tile and other surfaces to be cleaned. Protect metal surfaces and plumbing fixtures from effects of cleaning. Flush surfaces with clean water before and after cleaning.
3. Remove temporary protective coating by method recommended by coating manufacturer that is acceptable to tile and grout manufacturer. Trap and remove coating to prevent it from clogging drains.

B. When recommended by tile manufacturer, apply coat of neutral protective cleaner to completed tile walls and floors. Protect installed tile work with kraft paper or other heavy covering during construction period to prevent staining, damage, and wear.

C. Prohibit foot and wheel traffic from tiled floors for at least seven days after grouting is completed.

D. Before final inspection, remove protective coverings and rinse neutral cleaner from tile surfaces.

3.7 FLOOR TILE INSTALLATION SCHEDULE

A. Interior Floor Installations, Wood Subfloor:

1. Tile Installation: TCNA F144; thinset mortar on fiber cement backer board.

a. Tile Type: Porcelain paver tile.
b. Thin-Set Mortar: Latex-portland cement mortar.
c. Grout: Epoxy based grout.

END OF SECTION 093000

# SECTION 099100 - PAINTING

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. This Section includes surface preparation and the application of paint systems on the following substrates:

1. Gypsum board.
2. Wood trim.
3. Exterior wood shakes.
4. Wood storm doors and windows.

B. Section also includes, but is not limited to the following, as indicated on Demolition Drawings:

1. Clean, scrape, patching, repair and painting of existing interior wall surfaces.
2. Clean, scrape, and painting of existing exterior wall surfaces.

C. Paint exposed surfaces, except where these Specifications indicate that the surface or material is not to be painted or is to remain natural. If an item or a surface is not specifically mentioned, paint the item or surface the same as similar adjacent materials or surfaces. If a color of finish is not indicated, Architect will select from standard colors and finishes available.

D. Do not paint prefinished items, concealed surfaces, finished metal surfaces, operating parts, and labels.

1. Prefinished items include the following factory-finished components:

   a. Architectural casework.
   b. Kitchen appliances.
   c. Finished mechanical and electrical equipment.
   d. Light fixtures and wiring devices.
   e. Switchgear.

2. Concealed surfaces include walls or ceilings in the following generally inaccessible spaces:

   a. Furred areas.
   b. Ceiling plenums.
   c. Pipe spaces.

3. Finished metal surfaces include the following:

   a. Anodized or coated aluminum.
   b. Stainless steel.
   c. Chromium plate.

d. Copper and copper alloys.
e. Bronze and brass.

4. Operating parts include moving parts of operating equipment and the following:

a. Valve and damper operators.
b. Linkages.
c. Sensing devices.
d. Motor and fan shafts.

5. Labels: Do not paint over UL, FMG, or other code-required labels or equipment name, identification, performance rating, or nomenclature plates.

E. Related Sections include the following:

1. Division 02 Abatement sections for lead paint removal.
2. Division 09 Section "Gypsum Board" for surface preparation of gypsum board.

## 1.3 DEFINITIONS

A. General: Standard coating terms defined in ASTM D 16 apply to this Section.

1. Flat refers to a lusterless or matte finish with a gloss range below 15 when measured at an 85-degree meter.
2. Eggshell refers to low-sheen finish with a gloss range between 20 and 35 when measured at a 60-degree meter.
3. Semigloss refers to medium-sheen finish with a gloss range between 35 and 70 when measured at a 60-degree meter.
4. Full gloss refers to high-sheen finish with a gloss range more than 70 when measured at a 60-degree meter.

## 1.4 SUBMITTALS

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

1. Material List: An inclusive list of required coating materials. Indicate each material and cross-reference specific coating, finish system, and application. Identify each material by manufacturer's catalog number and general classification.
2. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each coating material.
3. Certification by the manufacturer that products supplied comply with State of Connecticut Ozone Transportation Commission (OTC) regulations controlling use of volatile organic compounds (VOCs).

B. Samples for Verification: For each type of paint system and in each color and gloss of topcoat indicated.

1. Submit Samples on rigid backing, 8 inches square.
2. Step coats on Samples to show each coat required for system.
3. Label each coat of each Sample.
4. Label each Sample for location and application area.

C. Qualification Data: For firms and persons specified in the “Quality Assurance” Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of Architects and Owners, and other information specified.

D. Product List: For each product indicated, include the following:

1. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.
2. VOC content.

1.5 QUALITY ASSURANCE

A. Applicator Qualifications: A firm or individual experienced in applying paints and coatings similar in material, design, and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.

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 Surfaces: Provide samples of at least 100 sq. ft.

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.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F.

1. Maintain containers in clean condition, free of foreign materials and residue.
2. Remove rags and waste from storage areas daily.

1.7 PROJECT CONDITIONS

A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F.

B. Do not apply paints in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.

C. Do not apply paints when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.

1.8 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 1 gallon of each material and color applied.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

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

1. Benjamin Moore & Co.
2. Glidden Professional.
3. PPG Architectural Finishes, Inc.; Pittsburgh Paints.
4. Sherwin-Williams Co.

2.2 PAINT, GENERAL

A. Material Compatibility:

1. Provide materials for use within each paint system that are compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
2. For each coat in a paint system, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.

B. VOC Content for Interior Paints and Coatings:

1. All products shall comply with the VOC content regulations of the Ozone Transportation Commission (OTC) effective in the State of Connecticut**.** For interior paints and coatings applied at Project site, the following VOC limits, exclusive of colorants added to a tint base, when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

a. Flat Coatings: 100 g/L.
b. Nonflat Coatings: 150 g/L.
c. Nonflat-High Gloss Coatings: 250 g/L.
d. Primers, sealers and undercoaters: 200 g/L.

C. Colors: As selected by Architect from manufacturer's full range to match existing.

2.3 EXTERIOR PRIMERS

A. Exterior Wood Primer: Factory-formulated alkyd primer for exterior application.

1. Benjamin Moore; Super Spec Alkyd Exterior Primer No. 176: Applied at a dry film thickness of not less than 1.3 mils.
2. Glidden Professional; Prep & Prime Hydrosealer Waterborne Multi Purpose Primer Sealer 6001-1200: Applied at a dry film thickness of not less than 1.4 mils.
3. Pittsburgh Paints; SpeedHide Exterior Wood Primer Alkyd: Applied at a dry film thickness of not less than 1.8 mils.
4. Sherwin-Williams; A-100 Exterior Latex Wood Primer B42W41: Applied at a dry film thickness of not less than 1.4 mils.

2.4 INTERIOR PRIMERS

A. General: Provide tinted primers as required for dark colors.

A. Interior Gypsum Board Primer: Factory-formulated latex-based primer for interior application (**100 g/L)**.

1. Benjamin Moore, Ultra Spec 500 Interior Latex Primer N534: Applied at a dry film thickness of not less than 1.8 mils.
2. Glidden Professional; PVA Interior Primer Sealer 1030-1200N: Applied at a dry film thickness of not less than 1.2 mils.
3. Pittsburgh Paints; 6-2 Speedhide Interior Latex Sealer Quick-Drying: Applied at a dry film thickness of not less than 1.0 mil.
4. Sherwin-Williams; ProMar 200 Zero VOC Primer B28W2600: Applied at a dry film thickness of not less than 1.5 mils.

B. Interior Wood Primer for Acrylic-Enamel Finishes: Factory-formulated acrylic-latex-based interior wood primer (**150 g/L**).

1. Benjamin Moore; Fresh Start Multi-Purpose Latex Primer N023: Applied at a dry film thickness of not less than 1.2 mils.
2. Glidden Professional; Gripper Interior/Exterior Primer Sealer 3210: Applied at a dry film thickness of not less than 1.8 mils.
3. Pittsburgh Paints; 6-855 Interior Latex Enamel Undercoater: Applied at a dry film thickness of not less than 1.2 mils.
4. Sherwin-Williams; Premium Wall and Wood Primer B28W08111 Series: Applied at a dry film thickness of not less than 1.8 mils.

2.5 EXTERIOR PAINTS

A. Exterior Satin Acrylic Paint: Factory-formulated satin acrylic-emulsion latex paint for exterior wood application.

1. Benjamin Moore, Ultra Spec EXT Satin Finish N448: Applied at a dry film thickness of not less than 1.5 mils.
2. Glidden Professional; Fortis 350 Exterior Satin Finish 2402 Series: Applied at a dry film thickness of not less than 1.6 mils.
3. Pittsburgh Paints; 6-2045 Series SpeedHide Exterior Satin 100% Acrylic Latex: Applied at a dry film thickness of not less than 1.2 mils.
4. Sherwin-Williams; A-100 Exterior Latex Satin House & Trim Paint A82-100 Series: Applied at a dry film thickness of not less than 1.3 mils.

2.6 INTERIOR PAINTS

A. Interior Flat Acrylic Paint: Factory-formulated flat acrylic-emulsion latex paint for interior application ceilings (**50 g/L**).

1. Benjamin Moore, Ultra Spec 500 Interior Flat N536: Applied at a dry film thickness of not less than 1.8 mils.
2. Glidden Professional; Ultra-Hide 150 Interior Flat Paint 1210V: Applied at a dry film thickness of not less than 1.3 mils.
3. Pittsburgh Paints; 6-70 Series Speedhide Interior Latex Flat: Applied at a dry film thickness of not less than 1.3 mils.
4. Sherwin-Williams; ProMar 200 Zero VOC Interior Latex Flat Wall Paint B30-2600 Series: Applied at a dry film thickness of not less than 1.6 mils.

B. Interior Low-Luster Acrylic Enamel: Factory-formulated eggshell acrylic-latex interior enamel for walls (**150 g/L).**

1. Benjamin Moore, Ultra Spec 500 Interior Eggshell N538: Applied at a dry film thickness of not less than 1.8 mils.
2. Glidden Professional; Ultra-Hide 150 Interior Eggshell Paint 1412V: Applied at a dry film thickness of not less than 1.3 mils.
3. Pittsburgh Paints; 6-411 Series Speedhide Interior Enamel Latex Eggshell: Applied at a dry film thickness of not less than 1.5 mils.
4. Sherwin-Williams; ProMar 200 Zero VOC Interior Latex Egg-Shell Enamel B20-2600 Series: Applied at a dry film thickness of not less than 1.6 mils.

C. Interior Acrylic Enamel for Wood Surfaces: Factory-formulated semi-gloss acrylic latex enamel (**150 g/L**).

1. Benjamin Moore; Regal Select Semi-Gloss Finish 551: Applied at a dry film thickness of not less than 1.5 mils. (primer not required).
2. Glidden Professional; Ultra-Hide 150 Interior Semi-Gloss Paint 1416V: Applied at a dry film thickness of not less than 1.3 mils.
3. Pittsburgh Paints; 6-500 Series SpeedHide Interior Semi-Gloss Acrylic Latex: Applied at a dry film thickness of not less than 1.4 mils.
4. Sherwin-Williams; ProMar 200 Zero VOC Interior Latex Semi-Gloss B31-2600 Series: Applied at a dry film thickness of not less than 1.7 mils.

## 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. Coordination of Work: Review other Sections in which primers are provided to ensure compatibility of the total system for various substrates. On request, furnish information on characteristics of finish materials to ensure use of compatible primers.

1. Notify Architect about anticipated problems when using the materials specified over substrates primed by others.

E. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.

1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.2 PREPARATION

A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates indicated.

B. Remove plates, machined surfaces, and similar items already in place that are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.

1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
2. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.

C. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.

1. Remove incompatible primers and reprime substrate with compatible primers as required to produce paint systems indicated.

D. Wood Substrates:

1. Scrape and clean knots, and apply coat of knot sealer before applying primer.
2. Sand surfaces that will be exposed to view, and dust off.
3. Prime edges, ends, faces, undersides, and backsides of wood.
4. After priming, fill holes and imperfections in the finish surfaces with putty or plastic wood filler. Sand smooth when dried.

E. Gypsum Board Substrates: Do not begin paint application until finishing compound is dry and sanded smooth.

3.3 APPLICATION

A. Apply paints according to manufacturer's written instructions.

1. Use applicators and techniques suited for paint and substrate indicated.
2. Paint surfaces behind movable equipment and furniture same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed equipment or furniture with prime coat only.
3. Paint front and backsides of access panels, removable or hinged covers, and similar hinged items to match exposed surfaces.

B. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats to match color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.

C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.

D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

3.4 CLEANING AND PROTECTION

A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.

B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.

C. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.

D. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

3.5 EXTERIOR PAINT SCHEDULE

A. Wood: Provide the following finish systems over exterior wood surfaces:

1. Satin Latex Finish: Two finish coats over a wood primer.

a. Primer: Exterior alkyd primer.
b. Finish Coats: Exterior satin acrylic latex.

3.6 INTERIOR PAINTING SCHEDULE

A. Gypsum Board: Provide the following finish systems over interior gypsum board surfaces:

1. Flat Acrylic Finish (ceilings): Two finish coats over a primer.

a. Primer: Interior gypsum board primer.
b. Finish Coats: Interior flat acrylic paint.

2. Low-Luster Acrylic-Enamel Finish (Walls): Two finish coats over a primer.

a. Primer: Interior gypsum board primer.
b. Finish Coats: Interior low-luster acrylic enamel.

B. Wood: Provide the following paint finish systems over new interior wood surfaces:

1. Gloss Acrylic-Enamel Finish: Two finish coats over a wood primer.

a. Primer: Interior wood primer for acrylic-enamel finishes.
b. Finish Coats: Interior acrylic enamel for wood surfaces.

END OF SECTION 099100

# SECTION 123530 - RESIDENTIAL CASEWORK

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods or services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. Section includes:

1. Kitchen cabinets.

B. Related Sections:

1. Division 12 Section "Stone Countertops."

### 1.3 DEFINITIONS

A. Exposed Surfaces of Cabinets: Surfaces visible when doors and drawers are closed, including visible surfaces in open cabinets or behind glass doors.

B. Semiexposed Surfaces of Cabinets: Surfaces behind opaque doors or drawer fronts, including interior faces of doors and interiors and sides of drawers, and bottoms of wall cabinets.

C. Concealed Surfaces of Cabinets: Surfaces not usually visible after installation, including sleepers, web frames, dust panels, bottoms of drawers, ends of cabinets installed directly against and completely concealed by walls or other cabinets, and tops of wall cabinets and utility cabinets.

### 1.4 SUBMITTALS

A. Product Data: For the following:

1. Cabinets.
2. Cabinet hardware.

B. Shop Drawings: For cabinets and countertops. Include plans, elevations, details, and attachments to other work. Show materials, finishes, filler panels, hardware, edge and backsplash profiles, methods of joining countertops, and cutouts for plumbing fixtures.

C. Samples for Initial Selection: For cabinet finishes.

D. Samples for Verification: For the following products:

1. Exposed hardware, for each type of item.

E. Qualification Data: For qualified manufacturer.

F. Product Certificates: For casework, from manufacturer.

1.5 QUALITY ASSURANCE

A. Source Limitations for Cabinets: Obtain cabinets from single source from single manufacturer.

B. Product Options: Drawings indicate size, configurations, and finish material of cabinets by referencing designated manufacturer's catalog numbers. Other manufacturers' cabinets of similar sizes and door and drawer configurations, same finish material, and complying with the Specifications may be considered.

1.6 PROJECT CONDITIONS

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

B. Field Measurements: Where casework is indicated to fit to existing construction, verify dimensions of existing construction by field measurements before fabrication and indicate measurements on Shop Drawings. Provide fillers and scribes to allow for trimming and fitting.

1.7 COORDINATION

A. Coordinate layout and installation of blocking and reinforcement in partitions for support of casework.

B. Coordinate locations of utilities that will penetrate countertops or backsplashes.

PART 2 - PRODUCTS

2.1 CABINETS

A. Basis of Design Product: Subject to compliance with requirements, provide the following, or equal:

**1. KraftMaid Cabinetry, Inc.; Putnam Maple DRHM.**

B. Quality Standard: Provide cabinets that comply with KCMA A161.1.

1. KCMA Certification: Provide cabinets with KCMA's "Certified Cabinet" seal affixed in a semiexposed location of each unit and showing compliance with the above standard.

C. Face Style: Full overlay.

D. Cabinet Style: Face frame.

E. Door and Drawer Fronts: Solid-wood stiles and rails, 3/4 inch thick, with 5/8-inch-thick, solid-wood center panels.

F. Face Frames: 3/4-by-1-1/2-inch solid wood with glued mortise and tenon or doweled joints.

G. Exposed Cabinet End Construction: 1/2-inch- thick veneer-faced plywood with natural birch vinyl faced interior.

H. Cabinet Tops and Bottoms: 1/2-inch- thick vinyl faced particleboard, fully supported by and secured in rabbets in end panels, front frame, and back rail.

I. Base, Top Rails: 3/4-by-2-3/4-inch solid wood, interlocking with end panels and secured under pressure with glue and with mechanical fasteners.

J. Wall-Hung-Unit Back Panels: 3/16-inch- thick plywood fastened to rear edge of end panels and to top and bottom rails.

K. Base-Unit Back Panels: 3/8-inch- thick vinyl faced plywood fastened to rear edge of end panels and to top and bottom rails.

L. Front Frame Rails: Stiles, 3/4-by-1-1/2- inch solid wood fastened into face frame.

M. Drawers: Fabricate with exposed fronts fastened to subfront with mounting screws from interior of body.

1. Join subfronts, backs, and sides with glued dovetail joints.
2. Subfronts, Backs, and Sides: 3/4-inch- thick solid wood.
3. Bottoms: 1/4-inch- thick plywood.

N. Shelves: 5/8-inch- thick plywood, with hardwood veneer front edge. Shelves are fixed into dadoes in end panels of all cabinets.

O. Toe Kick: Nominal 3/4-inch thick pressure treated toe board, captured between end panels.

P. Joinery: Rabbet backs flush into end panels and secure with concealed mechanical fasteners. Connect tops and bottoms of wall cabinets and bottoms and stretchers of base cabinets to ends and dividers with mechanical fasteners. Rabbet tops, bottoms, and backs into end panels.

Q. Factory Finishing: Finish cabinets at factory. Defer only final touchup until after installation.

1. Finish: Dove white.

## 2.2 CABINET MATERIALS

A. General:

1. Hardwood Lumber: Kiln dried to 7 percent moisture content.
2. Hardwood Plywood: HPVA HP-1.

B. Exposed Materials:

1. Exposed Wood Species: Maple.

a. Select materials for compatible color and grain. Do not use two adjacent exposed surfaces that are noticeably dissimilar in color, grain, figure, or natural character markings.
b. Staining and Finish: As indicated on Finish/Color Legend by manufacturer's designations.

2. Solid Wood: Clear hardwood lumber of species indicated, free of defects.
3. Plywood: Hardwood plywood with face veneer of species indicated, with Grade A faces and Grade C backs of same species as faces.

a. Edge band exposed edges with minimum 1/8-inch- thick, solid-wood edging of same species as face veneer.

C. Semiexposed Materials: Unless otherwise indicated, provide the following:

1. Solid Wood: Sound hardwood lumber, selected to eliminate appearance defects. Same species as exposed surfaces or stained to be compatible with exposed surfaces.
2. Plywood: Hardwood plywood with Grade C faces and not less than Grade 3 backs of same species as faces. Face veneers of same species as exposed surfaces or stained to be compatible with exposed surfaces.

D. Concealed Materials: Solid wood or plywood, of any hardwood or softwood species, with no defects affecting strength or utility; or particleboard.

## 2.3 CABINET HARDWARE

A. General: Manufacturer's standard units complying with BHMA A156.9, of type, size, style, material, and finish as selected by Architect from manufacturer's full range.

B. Pulls: Back-mounted decorative pulls.

1. Cabinet Doors and Drawers: Stainless steel bar pull, 6-5/16 inch center pull 7086.SS.

C. Hinges: Concealed European-style, self-closing hinges.

D. Drawer Guides: Epoxy-coated-metal, self-closing drawer guides; designed to prevent rebound when drawers are closed; with nylon-tired, ball-bearing rollers; and complying with BHMA A156.9, Type B05011 or B05091.

1. Provide minimum 75 lb. rated load capacity with positive stop lock.

# PART 3 - EXECUTION

## 3.1 INSTALLATION

A. Install cabinets with no variations in flushness of adjoining surfaces; use concealed shims. Where cabinets abut other finished work, scribe and cut for accurate fit. Provide filler strips, scribe strips, and moldings in finish to match cabinet face.

B. Install cabinets without distortion so doors and drawers fit openings, are aligned, and are uniformly spaced. Complete installation of hardware and accessories as indicated.

C. Install cabinets and countertop level and plumb to a tolerance of 1/8 inch in 8 feet.

D. Fasten cabinets to adjacent units and to backing.

1. Fasten wall cabinets through back, near top and bottom, at ends and not less than 24 inches o.c. with No. 10 wafer-head screws sized for 1-inch penetration into wood framing, blocking, or hanging strips.

3.2 ADJUSTING AND CLEANING

A. Adjust cabinets and hardware so doors and drawers are centered in openings and operate smoothly without warp or bind. Lubricate operating hardware as recommended by manufacturer.

B. Clean casework on exposed and semiexposed surfaces. Touch up factory-applied finishes to restore damaged or soiled areas.

END OF SECTION 123530

# SECTION 123640 - STONE COUNTERTOPS

## PART 1 - GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors, and/or suppliers providing goods and services referenced in or related to this Section shall also be bound by the Documents identified in Division 01 Section "Summary", Paragraph 1.1A, entitled "Related Documents."

### 1.2 SUMMARY

A. Section includes stone countertops.

### 1.3 ACTION SUBMITTALS

A. Product Data: For each variety of stone, stone accessory, and manufactured product.

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

1. Show locations and details of joints.
2. Show direction of veining, grain, or other directional pattern.

C. Samples for Verification:

1. For each stone type indicated, in sets of Samples not less than 12 inches square. Include three or more Samples in each set and show the full range of variations in appearance characteristics expected in completed Work.

### 1.4 INFORMATIONAL SUBMITTALS

A. Qualification Data: For fabricator.

B. Material Test Reports:

1. Stone Test Reports: For each stone variety proposed for use on Project, by a qualified testing agency, indicating compliance with required physical properties, according to referenced ASTM standards. Base reports on testing done within previous five years.
2. Sealant Compatibility and Adhesion Test Report: From sealant manufacturer indicating that sealants will not stain or damage stone.

### 1.5 CLOSEOUT SUBMITTALS

A. Maintenance Data: For stone countertops to include in maintenance manuals. Include product data for stone-care products used or recommended by Installer, and names, addresses, and telephone numbers of local sources for products.

1.6 QUALITY ASSURANCE

A. Fabricator Qualifications: Shop that employs skilled workers who custom-fabricate stone countertops similar to that required for this Project, and whose products have a record of successful in-service performance.

B. Installer Qualifications: Fabricator of stone countertops.

1.7 PRECONSTRUCTION TESTING

A. Preconstruction Sealant Adhesion and Compatibility Testing: Submit to joint-sealant manufacturers, for compatibility and adhesion testing according to sealant manufacturer's standard testing methods and Division 07 Section "Joint Sealants," Samples of materials that will contact or affect joint sealants.

1.8 DELIVERY, STORAGE, AND HANDLING

A. Store and handle stone and related materials to prevent deterioration or damage due to moisture, temperature changes, contaminants, corrosion, breaking, chipping, and other causes.

1. Lift stone with wide-belt slings; do not use wire rope or ropes that might cause staining. Move stone, if required, using dollies with cushioned wood supports.
2. Store stone on wood A-frames or pallets with nonstaining, waterproof covers. Arrange to distribute weight evenly and to prevent damage to stone. Ventilate under covers to prevent condensation.

1.9 FIELD CONDITIONS

A. Field Measurements: Verify dimensions of construction to receive stone countertops by field measurements before fabrication and indicate measurements on Shop Drawings.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Source Limitations for Stone: Obtain each variety of stone from a single quarry with resources to provide materials of consistent quality in appearance and physical properties.

1. For stone types that include same list of varieties and sources, provide same variety from same source for each.
2. Make stone slabs available for examination by Architect and Owner.

a. Architect will select aesthetically acceptable slabs and will indicate aesthetically unacceptable portions of slabs.
b. Segregate slabs selected for use on Project and mark backs indicating approval.
c. Mark and photograph aesthetically unacceptable portions of slabs as directed by Architect.

2.2 GRANITE

A. Material Standard: Comply with ASTM C 615.

B. Variety: St. Gabriel Black.

C. Cut stone from contiguous, matched slabs in which natural markings occur.

D. Finish: Polished.

2.3 ADHESIVES, GROUT, SEALANTS, AND STONE ACCESSORIES

A. General: Use only adhesives formulated for stone and ceramic tile and that are recommended by their manufacturer for the application indicated.

B. Stone Adhesive: Two-part epoxy adhesive, formulated specifically for bonding stone to stone, with an initial set time of not more than two hours at 70 deg F and with a VOC content of 65 g/L or less.

1. Color: Match stone.
2. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:

a. Epoxy Adhesive: Akemi; Akepox.
b. Epoxy Adhesive: Bonstone Materials Corporation; Touchstone Last Patch.

C. Sealant for Countertops: Manufacturer's standard sealant of characteristics indicated below that complies with applicable requirements in Division 07 Section "Joint Sealants" and will not stain the stone it is applied to.

1. Mildew-Resistant Joint Sealant: Single component, nonsag, mildew resistant, acid curing, silicone.
2. Color: Clear.
3. Sealants shall have a VOC content of 250 g/L or less.

D. Stone Cleaner: Specifically formulated for stone types, finishes, and applications indicated, as recommended by stone producer and, if a sealer is specified, by sealer manufacturer. Do not use cleaning compounds containing acids, caustics, harsh fillers, or abrasives.

2.4 STONE FABRICATION, GENERAL

A. Select stone for intended use to prevent fabricated units from containing cracks, seams, and starts that could impair structural integrity or function.

1. Repairs that are characteristic of the varieties specified are acceptable provided they do not impair structural integrity or function and are not aesthetically unpleasing, as judged by Architect.

B. Grade and mark stone for final locations to produce assembled countertop units with an overall uniform appearance.

C. Fabricate stone countertops in sizes and shapes required to comply with requirements indicated.

1. For granite, comply with recommendations in NBGQA's "Specifications for Architectural Granite."
2. Clean sawed backs of stones to remove rust stains and iron particles.
3. Dress joints straight and at right angle to face unless otherwise indicated.
4. Cut and drill sinkages and holes in stone for anchors, supports, and attachments.
5. Provide openings, reveals, and similar features as needed to accommodate adjacent work.
6. Fabricate molded edges with machines having abrasive shaping wheels made to reverse contour of edge profile to produce uniform shape throughout entire length of edge and with precisely formed arris slightly eased to prevent snipping, and matched at joints between units. Form corners of molded edges as indicated with outside corners slightly eased unless otherwise indicated.
7. Finish exposed faces of stone to comply with requirements indicated for finish of each stone type required and to match approved Samples and mockups. Provide matching finish on exposed edges of countertops, splashes, and cutouts.

D. Carefully inspect finished stone units at fabrication plant for compliance with requirements for appearance, material, and fabrication. Replace defective units.

## 2.5 STONE COUNTERTOPS

A. General: Comply with recommendations in MIA's "Dimension Stone - Design Manual VI."

B. Nominal Thickness: Provide thickness indicated, but not less than 1-1/4 inches. Gage backs to provide units of identical thickness.

C. Edge Detail: Straight, slightly eased at corner.

D. Splashes: Provide 3/4-inch- thick backsplashes unless otherwise indicated.

1. Height: As indicated.
2. Top-Edge Detail: Straight, slightly eased at corner.

E. Joints: Fabricate countertops in sections for joining in field, with joints at locations indicated and as follows:

1. Bonded Joints: 1/32 inch or less in width.

F. Cutouts and Holes:

1. Undercounter Fixtures: Make cutouts for undercounter fixtures in shop using template or pattern furnished by fixture manufacturer. Form cutouts to smooth, even curves.

   a. Provide vertical edges, slightly eased at juncture of cutout edges with top and bottom surfaces of countertop and projecting 3/16 inch into fixture opening.

2. Counter-Mounted Fixtures: Prepare countertops in shop for field cutting openings for counter-mounted fixtures. Mark tops for cutouts and drill holes at corners of cutout locations. Make corner holes of largest radius practical.
3. Fittings: Drill countertops in shop for plumbing fittings, undercounter soap dispensers, and similar items.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates to receive stone countertops and conditions under which stone countertops will be installed, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of stone countertops.

B. Prepare written report, endorsed by Installer, listing conditions detrimental to performance of stone countertops.

C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

A. Advise installers of other work about specific requirements for placement of inserts and similar items to be used by stone countertop Installer for anchoring stone countertops. Furnish installers of other work with Drawings or templates showing locations of these items.

B. Before installing stone countertops, clean dirty or stained stone surfaces by removing soil, stains, and foreign materials. Clean stone by thoroughly scrubbing with fiber brushes and then drenching with clear water. Use only mild cleaning compounds that contain no caustic or harsh materials or abrasives. Allow stone to dry before installing.

3.3 CONSTRUCTION TOLERANCES

A. Variation from Level: Do not exceed 1/8 inch in 96 inches, 1/4 inch maximum.

B. Variation in Joint Width: Do not vary joint thickness more than one-fourth of nominal joint width.

C. Variation in Plane at Joints (Lipping): Do not exceed 1/64-inch difference between planes of adjacent units.

D. Variation in Line of Edge at Joints (Lipping): Do not exceed 1/64-inch difference between edges of adjacent units, where edge line continues across joint.

3.4 INSTALLATION OF COUNTERTOPS

A. General: Install countertops over plywood subtops with full spread of water-cleanable epoxy adhesive.

B. General: Install countertops by adhering to supports with water-cleanable epoxy adhesive.

C. Do not cut stone in field unless otherwise indicated. If stone countertops or splashes require additional fabrication not specified to be performed at Project site, return to fabrication shop for adjustment.

D. Do necessary field cutting as stone is set. Use power saws with diamond blades to cut stone. Cut lines straight, true, and at right angles to finished surfaces unless beveling is required for clearance. Ease edges slightly to prevent snipping.

E. Set stone to comply with requirements indicated. Shim and adjust stone to locations indicated, with uniform joints of widths indicated and with edges and faces aligned according to established relationships and indicated tolerances. Install anchors and other attachments indicated or necessary to secure stone countertops in place.

F. Bond joints with stone adhesive and draw tight as countertops are set. Mask areas of countertops adjacent to joints to prevent adhesive smears.

1. Clamp units to temporary bracing, supports, or each other to ensure that countertops are properly aligned and joints are of specified width.

G. Complete cutouts not finished in shop. Mask areas of countertops adjacent to cutouts to prevent damage while cutting. Use power saws with diamond blades to cut stone. Make cutouts to accurately fit items to be installed, and at right angles to finished surfaces unless beveling is required for clearance. Ease edges slightly to prevent snipping.

H. Install backsplashes and end splashes by adhering to wall with water-cleanable epoxy adhesive and to countertops with stone adhesive. Mask areas of countertops and splashes adjacent to joints to prevent adhesive smears.

I. Grout joints to comply with ANSI A108.10. Remove temporary shims before grouting. Tool grout uniformly and smoothly with plastic tool.

J. Apply sealant to gaps specified for filling with sealant; comply with Division 07 Section "Joint Sealants." Remove temporary shims before applying sealant.

## 3.5 ADJUSTING AND CLEANING

A. In-Progress Cleaning: Clean countertops as work progresses. Remove adhesive, grout, mortar, and sealant smears immediately.

B. Remove and replace stone countertops of the following description:

1. Broken, chipped, stained, or otherwise damaged stone. Stone may be repaired if methods and results are approved by Architect.
2. Defective countertops.
3. Defective joints, including misaligned joints.
4. Interior stone countertops and joints not matching approved Samples and mockups.
5. Interior stone countertops not complying with other requirements indicated.

C. Replace in a manner that results in stone countertops matching approved Samples and mockups, complying with other requirements, and showing no evidence of replacement.

D. Clean stone countertops no fewer than six days after completion of sealant installation, using clean water and soft rags. Do not use wire brushes, acid-type cleaning agents, cleaning compounds with caustic or harsh fillers, or other materials or methods that could damage stone.

E. Sealer Application: Apply stone sealer to comply with stone producer's and sealer manufacturer's written instructions.

END OF SECTION 123640

# SECTION 220719 - PLUMBING PIPING INSULATION

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Pipe and fitting insulation for all new domestic water piping.

### 1.3 RELATED REQUIREMENTS

A. Section 221005 - Plumbing Piping: Placement of hangers and hanger inserts.

### 1.4 REFERENCE STANDARDS

A. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 2010.

B. ASTM C547 - Standard Specification for Mineral Fiber Pipe Insulation; 2012.

C. ASTM C585 - Standard Practice for Inner and Outer Diameters of Rigid Thermal Insulation for Nominal Sizes of Pipe and Tubing (NPS System); 2010.

D. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2013a.

E. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2013.

F. NFPA 255 - Standard Method of Test of Surface Burning Characteristics of Building Materials; National Fire Protection Association; 2006.

G. UL 723 - Standard for Test for Surface Burning Characteristics of Building Materials; Underwriters Laboratories Inc.; Current Edition, Including All Revisions.

### 1.5 SUBMITTALS

A. See Section 013000 - Administrative Requirements, for submittal procedures.

B. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.

C. Manufacturer's Instructions: Indicate installation procedures that ensure acceptable workmanship and installation standards will be achieved.

1.6 QUALITY ASSURANCE

A. Manufacturer Qualifications: Company specializing in manufacturing the Products specified in this section with not less than three years of documented experience.

B. Applicator Qualifications: Company specializing in performing the type of work specified in this section with minimum three years of experience.

PART 2 PRODUCTS

2.1 REQUIREMENTS FOR ALL PRODUCTS OF THIS SECTION

A. Surface Burning Characteristics: Flame spread/Smoke developed index of 25/50, maximum, when tested in accordance with ASTM E84, NFPA 255, or UL 723.

2.2 GLASS FIBER

A. Manufacturers:
1. Knauf Insulation: www.knaufusa.com.
2. Johns Manville Corporation: www.jm.com.
3. Owens Corning Corp: www.owenscorning.com.
4. CertainTeed Corporation: www.certainteed.com.

B. Insulation: ASTM C547 ; rigid molded, noncombustible.
1. 'K' value: ASTM C177, 0.24 at 75 degrees F.
2. Maximum service temperature: 850 degrees F.
3. Maximum moisture absorption: 0.2 percent by volume.

C. Vapor Barrier Jacket: White Kraft paper with glass fiber yarn, bonded to aluminized film; moisture vapor transmission when tested in accordance with ASTM E96/E96M of 0.02 perm-inches.

D. Vapor Barrier Lap Adhesive:
1. Compatible with insulation.

2.3 FITTING INSULATION

A. Fitting Insulation
1. Insulation:
   a. Pre-molded fiberglass insert.
2. Jacket: One piece molded type PVC fitting covers and sheet material, off-white color.
   a. Minimum Service Temperature: 0 degrees F.
   b. Maximum Service Temperature: 150 degrees F.

c. Moisture Vapor Permeability: 0.002 perm inch, maximum, when tested in accordance with ASTM E96/E96M.
d. Thickness: 10 mil.
e. Connections: Brush on welding adhesive.
f. Equal to Johns Manville Zeston 2000.

3. Covering Adhesive Mastic:
   a. Compatible with insulation.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that piping has been tested before applying insulation materials.

B. Verify that surfaces are clean and dry, with foreign material removed.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install in accordance with NAIMA National Insulation Standards.

C. Exposed Piping: Locate insulation and cover seams in least visible locations.

D. Glass fiber insulated pipes conveying fluids below ambient temperature:
   1. Provide vapor barrier jackets, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples and vapor barrier mastic.
   2. Insulate fittings, joints, and valves with molded insulation of like material and thickness as adjacent pipe. Finish with glass cloth and vapor barrier adhesive or PVC fitting covers.

E. Glass fiber insulated pipes conveying fluids above ambient temperature:
   1. Provide standard jackets, with or without vapor barrier, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples.
   2. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe. Finish with glass cloth and adhesive or PVC fitting covers.

F. Continue insulation through walls, sleeves, pipe hangers, and other pipe penetrations. Finish at supports, protrusions, and interruptions.

G. Exposed piping: Finish with PVC jacket and fitting covers.

3.3 SCHEDULES

A. Plumbing Systems:
   1. Domestic Cold Water, Hot Water:

a. All Sizes - Glass Fiber Insulation; 1" Thickness

END OF SECTION

# SECTION 221005 - PLUMBING PIPING

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

### 1.2 SECTION INCLUDES

A. Pipe, pipe fittings, valves, and connections for piping systems.
   1. Domestic water.

### 1.3 RELATED REQUIREMENTS

A. Section 220719 - Plumbing Piping Insulation.

### 1.4 REFERENCE STANDARDS

A. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings; The American Society of Mechanical Engineers; 2012 (ANSI B16.18).

B. ASME B16.22 - Wrought Copper and Copper Alloy Solder Joint Pressure Fittings; The American Society of Mechanical Engineers; 2013.

C. ASTM B32 - Standard Specification for Solder Metal; 2008.

D. ASTM B42 - Standard Specification for Seamless Copper Pipe, Standard Sizes; 2010.

E. ASTM B88 - Standard Specification for Seamless Copper Water Tube; 2009.

F. ASTM B88M - Standard Specification for Seamless Copper Water Tube (Metric); 2013.

G. MSS SP-69 - Pipe Hangers and Supports - Selection and Application; Manufacturers Standardization Society of the Valve and Fittings Industry, Inc.; 2003.

H. MSS SP-110 - Ball Valves Threaded, Socket-Welding, Solder Joint, Grooved and Flared Ends; Manufacturers Standardization Society of the Valve and Fittings Industry, Inc.; 2010.

### 1.5 SUBMITTALS

A. Product Data: Provide data on pipe materials, pipe fittings, valves, and accessories. Provide manufacturers catalog information. Indicate valve data and ratings.

1.6 QUALITY ASSURANCE

A. Valves: Manufacturer's name and pressure rating marked on valve body.

B. Identify pipe with marking including size, ASTM material classification, ASTM specification, potable water certification, water pressure rating.

PART 2 PRODUCTS

2.1 WATER PIPING

A. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), Drawn (H).
1. Fittings: ASME B16.18, cast copper alloy or ASME B16.22, wrought copper and bronze.
2. Joints: ASTM B32, alloy Sn95 lead-free solder.
3. Mechanical Joints: Copper press fittings as manufactured by Viega or Rigid Tool Co.
   a. Press fittings: Copper press fittings shall conform to the material and sizing requirementsof ASME B16.18 or ASME B16.22. O-rings for copper press fittings shall be EPDM.

2.2 PIPE HANGERS AND SUPPORTS

A. Provide hangers and supports that comply with MSS SP-58.
1. If type of hanger or support for a particular situation is not indicated, select appropriate type using MSS SP-58 recommendations.

B. Manufacturers
1. Anvil International Inc.
2. Tolco Inc.
3. Beeline Products

C. Plumbing Piping - Water:
1. Conform to ASME B31.9.
2. Copper Pipe Support: Carbon steel ring, adjustable, copper plated or plastic coated.

2.3 BALL VALVES

A. Manufacturers:
1. Conbraco Industries: www.apollovalves.com.
2. Nibco, Inc: www.nibco.com.
3. Milwaukee Valve Company: www.milwaukeevalve.com.
4. Watts Regulator Co.
5. Apollo Valve

B. Construction, 4 Inches and Smaller: MSS SP-110, Class 150, 400 psi CWP, lead-free bronze, two piece body, chrome plated brass ball, regular port, teflon seats and stuffing box ring, blow-out proof stem, lever handle with balancing stops, solder ends with union.

PART 3 EXECUTION

3.1 PREPARATION

A. Remove scale and dirt, on inside and outside, before assembly.

B. Prepare piping connections to equipment with flanges or unions.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Provide non-conducting dielectric connections wherever jointing dissimilar metals.

C. Route piping in orderly manner and maintain gradient. Route parallel and perpendicular to walls.

D. Install piping to maintain headroom, conserve space, and not interfere with use of space.

E. Group piping whenever practical at common elevations.

F. Install piping to allow for expansion and contraction without stressing pipe, joints, or connected equipment.

G. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings.

H. Provide access where valves and fittings are not exposed.

I. Install valves with stems upright or horizontal, not inverted.

J. Ball valve handles shall allow for full range of operation.

K. Sleeve pipes passing through partitions, walls and floors. Maintain assembley rating.

L. Pipe Hangers and Supports:
1. Install in accordance with ASME B31.9.
2. Support horizontal piping as scheduled.
3. Install hangers to provide minimum 1/2 inch space between finished covering and adjacent work.
4. Place hangers within 12 inches of each horizontal elbow.
5. Provide copper plated hangers and supports for copper piping.

M. Press Connections:
1. Copper press fittings shall be made in accordance with the manufacturers installation instructions.
2. The tubing shall be fully inserted into the fitting and the tubing marked at the shoulder of the fitting.

3. The fitting alignment shall be checked against the mark on the tubing to assure the tubing is fully engaged (inserted) in the fitting.
4. The joints shall be pressed using the tool approved by the manufacturer.

3.3 APPLICATION

A. Install ball valves for shut-off and to isolate equipment, part of systems, or vertical risers.

3.4 TOLERANCES

A. Water Piping: Slope at minimum of 1/32 inch per foot and arrange to drain at low points.

3.5 DISINFECTION OF DOMESTIC WATER PIPING SYSTEM

A. Prior to starting work, verify system is complete, flushed and clean.

B. Bleed water from outlets to ensure distribution and test for disinfectant residual at minimum 15 percent of outlets.

C. Take samples no sooner than 24 hours after flushing, from 10 percent of outlets and from water entry, and analyze through an independent laboratory in accordance with AWWA C651 and the local Department of Publc Health requirements. Provide written lab reports for each outlet tested. If samples do not pass bacterialogical testing, flush and repeat disinfection, and retest.

D. All repeat retesting shall be done at no cost to the Owner.

3.6 TESTING

A. Before any water, waste, sanitary, vent or storm piping is covered up, it shall be approved by the authority having jurisdiction and shall pass all testing described herin.

B. Air pressure testing will not be allowed.

C. Water Piping
1. Piping shall be hydrostatically tested with potable water to 125 psi or 1-1/2 times the operating pressure of the system, whichever is greater.
2. Piping may be tested in sections or as a system in whole
3. A pressure gauge shall be provided in the piping. The gauge shall be a minimum 4" dial face in 2 Psi increments.
4. Minimum test time shall be 4 hours with a maximum loss of 2 psi.
5. Do not test piping using valves or through valves that have been installed. Cap branch piping for testing.

D. Test Results
1. Results of the testing shall be submitted in writing and signed by the contractor doing the work, and submitted to the Engineer of record.

2. If any section or joint of the piping fails the test, the contractor shall repair the leak and any associated damaged areas caused directly by the leak at no cost to the Owner.

3.7 SCHEDULES

A. Pipe Hanger Spacing:
   1. Metal Piping:
      a. Pipe size: 1/2 inches to 1-1/4 inches:
         1) Maximum hanger spacing: 6.5 ft.
         2) Hanger rod diameter: 3/8 inches.

END OF SECTION

# SECTION 221250 - NATURAL GAS PIPING

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or service referenced in or related to this Section shall also be bound by the Documents identified in Division 1 Section "Summary", Paragrapgh 1.1A, entitled "Related Documents."

### 1.2 SECTION INCLUDES

A. Pipe, pipe fittings, valves, and connections for gas piping systems.
   1. Natural Gas.

### 1.3 REFERENCES

A. Connecticut Fuel Gas Code

B. NFPA 54

C. ANSI Z223.1

D. CSA / AGA Standards

E. FM P7825 - Approval Guide; Factory Mutual Research Corporation; current edition.

F. ASME B16.3 - Malleable Iron Threaded Fittings: Classes 150 and 300; The American Society of Mechanical Engineers; 2011.

G. ASTM A53 - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated Welded and Seamless

H. ANSI/ASME B1.20.1 - Pipe Threads, General Purpose, Inch

### 1.4 SYSTEM DESCRIPTION

A. The building system gas pressure shall operate at a nominal 5"W.C. throughout the distribution system.
   1. The contractor shall ensure that this pressure is noted and the information is available to all other trades.

B. Provide gas piping, including fittings and valves to form a complete system.
   1. Piping includes connections to equipment shown on the plans or provided by others.
   2. All gas pressure regulators whether provided by this contractor or another trade contractor shall be vented to atmoshere with appropriate terminations.

1.5 SUBMITTALS

A. Piping and fittings
1. Product Data: Provide Manufacturers literature.

B. Test Reports: Indicate final testing, inspection and approval reports by the AHJ and/or the service utility.

C. Certificates: Certify that products of this section meet or exceed specified requirements.

1.6 QUALITY ASSURANCE

A. Perform in accordance with Connecticut Fuel Gas Code standard, State of Connecticut Building Code.
1. Maintain one copy of codes and standards on project site.
2. The Fuel Gas Code contains NFPA 54 in entirety and is subject to compliance with all requirements.

PART 2 PRODUCTS

2.1 MATERIALS

A. Exposed Piping - Inside and Outside Building (not buried)
1. Steel Pipe: ASTM A53/A53M Schedule 40 black.
a. Fittings: ASME B16.3, malleable iron.
b. Joints: threaded.

2.2 MANUFACTURED ITEMS

A. ACCESSORIES
1. Shutoff Valves
a. Plug type - Heavy duty, iron body construction, flat head type with brass plug and washer, CSA / UL tested and approved
b. Ball type - Bronze body, chrome plated ball, brass stem, PTFE seat, stem packing and bearing CSA/UL tested and approved.
2. Strainer - Bronze body, CSA/UL tested and approved

PART 3 EXECUTION

3.1 PIPING - GENERAL

A. The service entrance of the gas pipe to the building shall be provided with a line size, CSA/UL tested and approved shut-off plug valve. The valve shall be lockable open or shut with a standard padlock.

B. Ream ends of pipe free from burrs. Keep free of scale, dirt and oil. Piping shall be blown out with compressed air.

C. Pipe threads shall be tapered in compliance with ANSI/ASME B1.20.1. Apply pipe joint compound to male threads only.
   1. Threaded pipe shall be used for piping of 2" or less. All piping larger than 2" shall have welded fittings and joints.

D. Provide couplings for pipe size transitions and for joining lengths of pipe. Bushings shall not be used.

3.2 PIPING INSIDE BUILDINGS

A. Do not cut, notch or drill through beams or joists to install piping.

B. Slope piping upwards towards risers or equipment at not less than 1/4" in 15 feet.

C. Piping shall not be installed in concealed locations except with the use of elbows, tees and couplings.
   1. Where fittings are inserted in the piping, the pipe shall be reconnected by welding, flanges or a ground joint union.
   2. Valves and regulators shall not be installed in concealed locations or above ceilings.

D. Changes in direction shall be made by the use of fittings, factory or field bends.
   1. Bends shall be made only with bending equipment and shall be free from buckling, cracks or other damage.
   2. Pipe shall not be bent more than 90° with the inside radius not less than 6 times the outside diameter of the pipe.

E. Provide drips at all risers or low points in the system. Drips are to be readily accessible for cleaning or emptying and are not to be used for supporting the piping.

F. Provide plug type gas cocks or ball valves in pipe branch lines and connections to equipment and cap until ready for connection to equipment.
   1. Ball type shutoffs will be acceptable in branch lines off mains

G. All exposed gas piping inside and outside the building shall be painted yellow and pipe markers provided.
   1. Pipe markers to read "Gas"
   2. Space pipe markers at maximum 5'-0" intervals

H. Branch piping is to be connected from top or side of horizontal piping.

I. Maximum hanger spacing:
   1. 1/2" pipe -6 feet
   2. 3/4" to 1" pipe -8 feet
   3. 1¼" and larger pipe -10 feet

3.3 TESTING

A. All piping, new and existing, shall be tested and shall be in compliance with NFPA-54 with records of inspection and tests performed.

B. Test medium shall be compressed air or other inert gas.

C. Test pressure shall be 1-1/2 times the maximum working pressure but not less than 3 PSIG. Duration shall be ½ hour for each 500 cubic feet of pipe or fraction thereof.
   1. Piping shall be tested without valves installed.
   2. Valves are not to be used as a bulkhead between gas in one section of pipe and test medium in another.

D. Provide gauges or a manometer of increments not greater than 1/10 pound. Soap solution shall be used at joints or fittings.
   1. Pressure gauges shall be permanently installed downstream from each line pressure regulator.

E. After turning on the gas the piping shall be purged of all test medium and the system shall again be checked for leakage.

F. The gas utility shall be the governing authority and shall be presented with copies of tests results and records. All rules and regulations must be complied with and coordinated to insure a safe installation.

G. If any part of the gas system is defective or not in compliance with this specification the contractor shall repair or replace the items at no cost to the Owner.

3.4 EQUIPMENT CONNECTORS

A. Connectors shall have a plug type shut-off gas cock or ball valve installed in rigid tubing in an accessible location upstream of the connector.
   1. CSST Flexible connectors of semi-rigid stainless steel with polyethylene jacket may be used for connecting appliances to the shut-off valve.
   2. All connectors shall be provided with a drip leg, full line size.

B. Connectors shall be made from the top or side of horizontal lines.

C. Provide unions for connectors at gas-cocks and equipment.

D. Connectors to kitchen equipment are to be the "quick disconnect" type.

END OF SECTION

# SECTION 230500 - MECHANICAL GENERAL CONDITIONS

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractor and/or supplier providing goods or services referenced in or related to this Section shall also be bound by the Related Documents identified in Division 01 Section "Summary".

### 1.2 DESCRIPTION

A. The General Conditions and Supplementary General Conditions are a part of this Division and are to be considered a part of this Contract.

B. Where items of the General Conditions and Supplementary General Conditions are repeated in other Sections of the Specifications, it is merely intended to qualify or to call particular attention to them. It is not intended that any other parts of the General Conditions and Supplementary General Conditions shall be assumed to be omitted if not repeated therein.

C. This Section applies equally and specifically to all Contractors supplying labor and/or equipment and/or materials as required under each Section of this Division.

D. The following information contains specifications of Work in connection with, and in addition to, this Division:
   1. All drawings associated with the project.
   2. All specifications associated with the project.

E. Division of work responsibilities shall be as defined and directed by the Bidding Agent and/or the Bidding General Contractor.

### 1.3 INTENT

A. It is the intent of the Specifications and Drawings to call for finished work, tested and ready for operation.

B. Furnish, deliver and install any apparatus, appliance, material or Work not shown on Drawings but mentioned in the Specifications, or vice versa, or any incidental accessories necessary to make the Work complete and perfect in all respects and ready for operation, even if not particularly specified, under their respective Section without additional expense to the Owner.

C. Include in the work minor details not usually shown or specified but necessary for proper installation and operation, as though they were hereinafter shown or specified.

D. Provide Engineer written notice of any materials or apparatus believed inadequate or unsuitable; in violation of laws, ordinances, rules or regulations of authorities having jurisdiction; and any necessary items of Work omitted. In the absence of such written notice, it is mutually agreed that Work under each

Section has included the cost of all required items for the accepted, satisfactory functioning of the entire system without extra compensation.

E. The Work indicated is diagrammatic. The Architect and/or Engineer may require as part of this Contract, the relocation of devices to reasonable distances from the general locations shown.

F. Verbal clarifications of the Drawings or Specifications during the bid period are not to be relied upon. Refer any questions or clarifications to the Engineer at least five Working days prior to bidding to allow for issuance of an addendum. After the five-day deadline, Bidder must make a decision and qualify the Bid, if the Bidder feels it necessary.

1.4 DRAWINGS

A. Drawings are diagrammatic and indicate the general arrangement of systems and work included in the Contract. (Do not scale the Drawings.) Consult the Architectural Drawings and Details for exact location of fixtures and equipment; where same are not definitely located, obtain this information from the Architect.

B. Closely follow Drawings in layout of Work; check Drawings of other Divisions to verify spaces in which work will be installed. Maintain maximum headroom. Where space conditions appear inadequate, Engineer shall be notified before proceeding with installations.

C. Engineer may, without extra charge, make reasonable modifications in the layout as needed to prevent conflict with work of other trades and/or for proper execution of the work.

D. Where variances occur between the Drawings and Specifications or within either of the Documents, include the item or arrangement of better quality, greater quantity or higher cost in the Contract price. The Engineer shall decide on the item and the manner in which the work shall be installed.

1.5 SURVEYS AND MEASUREMENTS

A. Before submitting a Bid, the Contractor shall visit the site and shall become thoroughly familiar with all conditions under which the work will be installed. Contractor will be held responsible for any assumptions, omissions or errors made as a result of failure to become familiar with the site and the Contract Documents.

B. Base all measurements, both horizontal and vertical, from established bench marks. All Work shall agree with these established lines and levels. Verify all measurements at the site and check the correctness of same as related to the Work.

C. Should the Contractor discover any discrepancies between actual measurements and those indicated which prevent following good practice or the intent of the Drawings and Specifications, notify the Engineer do not proceed with that Work until instructions have been received from the Engineer.

1.6 CODES AND STANDARDS

A. The Codes and Standards listed below apply to all Work. Where Codes or Standards are mentioned in these Specifications, follow the latest edition or revision.

B. The current adopted editions of the following State or local Codes apply:
1. 2009, 2011 and 2013 Amendments to 2005 Connecticut Supplement.
2. 2009 International Residential Code
3. 2011 National Electrical Code (NFPA 70)

C. All materials furnished and all work installed shall comply with the rules and recommendations of the NFPA, the requirements of the local utility companies, the recommendations of the fire insurance rating organization having jurisdiction and the requirements of all Governmental departments having jurisdiction.

D. Include in the Work, without extra cost to the Owner, any labor, materials, testing, services, apparatus and Drawings in order to comply with all applicable laws, ordinances, rules and regulations, whether or not shown on Drawings and/or specified.

1.7 PERMITS AND FEES

A. Give all necessary notices, obtain all permits; pay all Government and State sales taxes and fees where applicable, and other costs, including utility connections or extensions in connection with the Work. File all necessary Drawings, prepare all Documents and obtain all necessary approvals of all Governmental and State departments having jurisdiction, obtain all required certificates of inspections for Work and deliver a copy to the Engineer before request for acceptance and final payment for the Work.

1.8 COORDINATION

A. Carry out all work in conjunction with other trades and give full cooperation in order that all work may proceed with a minimum of delay and interference. Particular emphasis is placed on timely installation of major apparatus and furnishing other Contractors, especially the General Contractor or Construction Manager, with information as to openings, chases, sleeves, bases, inserts, equipment locations, panels, access doors, etc. required by other trades, and to allow for serviceable access to equipment.

B. Contractors are required to examine all of the Project Drawings and mutually arrange Work so as to avoid interference.

C. Where the Work of the Contractor will be installed in close proximity to or will interfere with Work of other trades, assist in working out space conditions to make a satisfactory adjustment.

D. If Work is installed before coordinating with other Divisions or so as to cause interference with Work of other Sections, the Contractor causing the interference will make necessary changes to correct the condition without extra charge to the Owner.

1.9 ACCEPTANCES

A. The equipment, materials, Workmanship, design and arrangement of all Work installed are subject to the review of the Engineer.

B. Within 30 days after the awarding of a Contract, submit to the Engineer for review a list of manufacturers of equipment proposed for the Work. The intent to use the exact makes specified does not relieve the Contractor of the responsibility of submitting such a list.

C. If extensive or unacceptable delivery time is expected on a particular item of equipment specified, notify the Engineer, in writing, within 30 days of the awarding of the Contract. In such instances, deviations may be made pending acceptance by the Engineer or the Owner's representative.

D. Where any specific material, process or method of construction or manufactured article is specified by reference to the catalog or model number of a manufacturer, the Specifications are to be used as a guide and are not intended to take precedence over the basic duty and performance specified or noted on the Drawings. In all cases, verify the duty specified with the specific characteristics of the equipment offered for review. Equipment characteristics are to be used as mandatory requirements where the Contractor proposes to use an acceptable equivalent.

E. If material or equipment is installed before shop drawing review, liability for its removal and replacement is assumed by the Contractor, at no extra charge to the Owner, if, in the opinion of the Engineer, the material or equipment does not meet the intent of the Drawings and Specifications.

F. Failure on the part of the Engineer to reject shop drawings or to reject Work in progress shall not be interpreted as acceptance of Work not in conformance with the Drawings and/or Specifications. Correct Work not in conformance with the Drawings and/or Specifications whenever non-conformance is discovered.

1.10 EQUIPMENT DEVIATIONS

A. Where the Contractor proposes to deviate (substitute or provide an equivalent) from the equipment or materials as hereinafter specified, he shall do so by making a request in writing. The Contractor shall state in his request whether it is a substitution or an equivalent to that specified, and the amount of credit involved. A copy of said request shall be included in the Base Bid with manufacturer's equipment cuts. The Base Bid shall be based on using the materials and equipment as specified and scheduled with no exceptions. Equipment Manufacturers Scheduled on Drawings are considered Base Bid and any other acceptable manufacturers listed in the specifications is considered a substitution and equipment deviation and subject to the requirements for equipment substitution and deviation. When any alternate manufacturer does not qualify acceptable, as determined by the Engineer, provide the Base Bid manufacturer at no additional cost to Owner.

B. In these Specifications and on the accompanying Drawings, one or more makes of materials, apparatus or appliances may have been specified for use in this installation. This has been done for convenience in fixing the standard of workmanship, finish and design required for installation. In the event that only one (1) manufacturer of a product is specified and it is found that the manufacturer has discontinued the product, the Contractor shall use an acceptable equivalent product that meets the requirements of an equivalent product, as noted below, and has all the features of the originally specified product. The details of workmanship, finish and design, and the guaranteed performance of any material, apparatus or appliance which the Contractor desires to deviate for those mentioned herein shall also conform to these standards.

C. Where no specific make of material, apparatus or appliance is mentioned, any first-class product made by a reputable manufacturer may be submitted for the Engineer's review.

D. Where two or more names are given as equivalents, the Contractor must use the specified item or one of the named equivalents. Where one name only is used and is followed by the words "or acceptable equivalent", the Contractor must use the item named or he may apply for an equipment deviation through the prescribed manner in accordance with this Specification.

E. Equipment, material or devices submitted for review as an "accepted equivalent" shall meet the following requirements:
1. The equivalent shall have the same construction features such as, but not limited to:
2. Material thickness, gauge, weight, density, etc.
3. Welded, riveted, bolted, etc., construction
4. Finish, undercoatings, corrosion protection
5. The equivalent shall perform with the same or better operating efficiency.
6. The equivalent shall have equal or greater reserve capacity.
7. The equivalent shall be locally represented by the manufacturer for service, parts and technical information.
8. The equivalent shall bear the same labels of performance certification as is applicable to the specified item, such as AMCA or ARI labels.

F. Where the Contractor proposes to use an item of equipment other than specified or detailed on the Drawings which requires any redesign of the structure, partitions, foundations, piping, wiring or any other part of the mechanical, electrical or architectural layout, all such redesign and all new drawings and detailing required therefore shall be prepared by the Designers of Record at the expense of the Contractor and at no additional cost to the Owner.

G. Where such accepted deviation or substitution requires a different quantity and arrangement of piping, ductwork, valves, pumps, insulation, wiring, conduit and equipment from that specified or indicated on the Drawings, the Contractor shall, with the acceptance by the Engineer, furnish and install any such additional equipment required by the system at no additional cost to the Owner, including any costs added to other trades due to the substitution.

H. The Engineer shall determine if an "accepted equivalent" to a manufacturer listed in the Specifications is considered acceptable.

## 1.11 SHOP DRAWINGS

A. Refer to individual specification sections for additional submittal information.

B. The Contractor shall submit for review detailed shop drawings of all equipment and material specified in each section. No material or equipment may be delivered to the job site or installed until the Contractor has received shop drawings for the particular material or equipment which have been properly reviewed.

C. Shop drawings shall be submitted within 60 days after award of Contract before any material or equipment is purchased. The Contractor shall submit for review copies of all shop drawings to be incorporated in the Contract. Refer to the General Conditions and Supplementary General Conditions for the quantity of copies required for submission. Where quantities are not specified, provide seven (9) copies for review.

D. Provide shop drawings for all devices specified under equipment specifications for all systems, materials, equipment and/or devices. Shop drawings shall include manufacturers' names, catalog numbers, cuts, diagrams and other such descriptive data as may be required to identify and accept the equipment. A complete list in each category (example: all fixtures) of all shop drawings, catalog cuts, material lists, etc., shall be submitted to the Engineer at one time. No consideration will be given to a partial shop drawing submittal. Partial submissions shall be rejected.

E. Equipment shop drawings shall contain full range performance curves, graphs, tables or other pertinent data which clearly indicates operational range of a given unit size. Computer generated/plotted curves, based solely on design performance, will not be accepted.

F. All specific options and/or alternatives shall be clearly indicated. Failure to do so shall be grounds for rejection.

G. Submittals shall be marked with the trade involved, i.e., HVAC, plumbing, fire protection, etc. and the specific associated specification section.

H. Where multiple quantities or types of equipment are being submitted, provide a cover sheet (with a list of contents) on the submittal identifying the equipment or material being submitted.

I. Failure to submit shop drawings in ample time for review shall not entitle the Contractor to an extension of Contract time. Contractor must allow for a one week review at the Engineer's office plus normal delivery time to the G.C., Architect, Engineer, and return to the Architect, and G.C. No claim for extension by reason of such default will be allowed, nor shall the Contractor be entitled to purchase, furnish and/or install equipment which has not been reviewed by the Engineer. The Contractor shall incur all costs associated with delay of construction due to equipment and/or materials arriving late due to late or improper shop drawing submittal.

J. The Contractor shall furnish all necessary templates, patterns, etc., for installation work and for the purpose of making adjoining work conform; furnish setting plans and shop details to other trades as required.

K. Acceptance rendered on shop drawings shall not be considered as a guarantee of measurements or building conditions. Where drawings are reviewed, review does not indicate that drawings have been checked in detail; said approval does not in any way relieve the Contractor from his responsibility or necessity of furnishing material or performing work as required by the Contract Drawings and Specifications. Verify available space prior to submitting shop drawings.

L. Acceptance of shop drawings shall not apply to quantity nor relieve Contractor of his responsibility to comply with intent of Drawings and Specifications.

M. Acceptance of shop drawings is final and no further changes will be allowed without the written consent of the Engineer.

N. Shop drawing submittal sheets which may show items that are not being furnished shall have those items crossed off to clearly indicate which items will be furnished.

O. Bidders shall not rely on any verbal clarification of the Drawings and/or Specifications. Any questions shall be referred to the Engineer at least five (5) working days prior to Bidding to allow for issuance of an Addendum. After the five (5) day deadline, Bidder shall make a decision and qualify the Bid, if the Bidder deems if necessary.

P. Contractor shall make any corrections required by Engineer and shall resubmit required number of corrected copies of shop drawings or new samples until accepted. Contractor shall direct specific attention in writing or on resubmitted shop drawings to revisions other than corrections requested by Engineer on previous submissions. Engineer shall review no more than one resubmittal of any shop drawing or sample at Owner's expense. The fees for review of additional resubmittals shall be paid by the Contractor at the Engineer's standard rates.

1.12 CHANGES IN WORK

A. A Change Order is a written order to the Contractor signed by the Owner and the Architect, issued after Contracts have been awarded, authorizing a change in the work or an adjustment in the Contract sum or the Contract time. A Change Order signed by the Contractor indicates his agreement therewith, including the adjustment in the Contract sum or the Contract time.

B. All changes in the work shall follow the recommendations of the AIA "General Conditions of the Contract for Construction", Article 12.

1.13 MANUFACTURER'S IDENTIFICATION

A. All component parts of each item of equipment or device shall bear the manufacturer's nameplate giving name of manufacturer, description, size, type, serial and model number, electrical characteristics, etc., in order to facilitate maintenance or replacement. Nameplate data shall not be obstructed. The nameplate of a Contractor or distributor will not be acceptable.

B. All material and equipment for the electrical portion of the mechanical systems shall bear the label of or be listed by UL, or other accredited authoritative agencies or testing organizations approved by the authority having jurisdiction.

1.14 RECORD DRAWINGS

A. Maintain at the job site a record set of Mechanical Drawings on which any changes in location or routing of all equipment, materials and access panels shall be recorded.

B. At the end of construction, the Contractor shall provide the Owner with a complete set of As-Built Drawings, including all updated coordination drawings, ductwork and piping plans. As-Builts shall be drawn on the latest version of Autocad or compatible software, approved in writing, prior to submittal. The Owner shall be provided with a "CD Rom" disk and one set of reproducible mylar sepias.

1.15 MATERIALS AND WORKMANSHIP

A. All materials and apparatus required for the work, except as otherwise specifically indicated, shall be new, of first-class quality, and shall be furnished, delivered, erected, connected and finished in every

detail and be so selected and arranged as to fit properly into the building spaces. Where no specific type or quality of material is given, a first-class standard article as accepted by industry standards shall be furnished.

B. The Contractor shall furnish the services of an experienced superintendent who shall be constantly in charge of the installation of the work together with all skilled workmen, fitters, metal workers, welders, helpers and laborers required to unload, transfer, erect, connect, adjust, start, operate and test each system.

C. Unless otherwise specifically indicated on the Drawings or Specifications, all equipment and materials shall be installed with the acceptance of the Engineer and in accordance with the recommendations of the manufacturer. This includes the performance of such tests as the manufacturer recommends.

D. All labor for installation of mechanical systems shall be performed by experienced, skilled tradesmen under the supervision of a licensed journeyman foreman. All work shall be of a quality consistent with good trade practice and shall be installed in a neat, workmanlike manner. The Engineer reserves the right to reject any work which, in his opinion, has been installed in a substandard, dangerous or unserviceable manner. The Contractor shall replace said work in a satisfactory manner at no extra cost to the Owner.

1.16 PROTECTION OF MATERIALS AND EQUIPMENT

A. Work under each Section shall include protecting the work and material of all other Sections from damage by work or workmen and shall include making good all damage thus caused.

B. The Contractor shall be responsible for work and equipment until the facility has been accepted by the Owner. Protect work against theft, injury or damage and carefully store material and equipment received on site which is not immediately installed. Close open ends of work with temporary covers or plugs during construction to prevent entry of foreign material.

C. Work under each Section includes receiving, unloading, uncrating, storing, protecting, setting in place and completely connecting equipment supplied under each Section. Work under each Section shall also include exercising special care in handling and protecting equipment and fixtures, and shall include the cost of replacing any of the equipment and fixtures which are missing or damaged.

D. Equipment and material stored on the job site shall be protected from the weather, vehicles, dirt and/or damage by workmen or machinery. Insure that all electrical or absorbent equipment or material is protected from moisture during storage.

1.17 BASES AND SUPPORTS

A. Unless otherwise specifically noted, the Contractor shall furnish all necessary supports, rails, framing, bases and piers required for all equipment furnished under this Division.

B. Unless otherwise indicated in individual trade Sections, pumps, fans, air handlers, boilers, chillers, tanks, compressors and other rotating machinery shall be mounted on a minimum of four (4") inch high concrete pads which shall be furnished and installed per Division 3. All pads shall be extended six (6") inches beyond machine base in all directions with top edge chamfered. Shop drawings of all foundations

and pads shall be submitted to the Engineer for review before they are constructed. The Mechanical Contractor shall field coordinate all required dimensional and necessary loading information.

C. Unless otherwise shown, all equipment shall be securely attached to the building structure in an acceptable manner. Attachments shall be of a strong and durable nature; any attachments that are insufficient, in the opinion of the Engineer, shall be replaced as directed without extra cost to the Owner.

D. All equipment supports shall be designed and constructed such that the equipment will be capable of resisting both vertical and horizontal movement. The equipment shall be positively anchored to the bases or supports to resist vertical movement. The equipment and its supports shall be provided with suitable restraints to resist horizontal movement from any direction as dictated by applicable seismic Codes.

1.18 SLEEVES, INSERTS AND ANCHOR BOLTS

A. The Contractor shall provide, set in place and be held responsible for the location of all sleeves, inserts and anchor bolts required for the work. In the event that failure to do so requires cutting and patching of finished work, it shall be done at the Contractor's expense.

B. It is the responsibility of the Contractor to furnish cast-in-place steel sleeves, inserts and anchors in sufficient time to be installed during initial concrete pours. Where job schedules make this impossible, coordinate and obtain acceptance from the Structural Engineer for alternate installation methods.

C. Penetrations through fire-rated walls, ceilings and all floors (except slab on grade) in which piping or ducts pass shall be filled solidly with acceptable fire-stopping material. Sleeves shall be steel or a UL / FM listed and approved assembly.

1.19 FIRE-STOPS AND SEALS

A. Fire-stopping systems shall be submitted as shop drawing.

B. Penetrations through fire-rated walls, ceiling or floors shall be sealed with a UL approved fire-stop fitting classified for an hourly rating equivalent to the fire rating of the wall, ceiling or floor.

C. Thruwall and floor seals shall be used to provide a positive means of sealing pipes or ducts which pass through the concrete foundation of a structure below grade or below ground water level. Seals shall also be used at entry points through concrete walls or floors which must be sealed.

1.20 CUTTING AND PATCHING

A. All cutting and patching shall be done per Division 1 requirements. The Contractor shall furnish sketches showing the location and sizes of all openings, chases, etc., required for the installation of work.

B. Work under this Division shall include furnishing, locating and setting inserts and/or sleeves required before the floors and walls are built or be responsible for cutting, drilling or chopping where sleeves and inserts were not installed or correctly located. The Contractor shall do all drilling required for the installation of hangers.

C. Exercise extreme caution when core drilling or punching openings in concrete floor slabs in order to avoid cutting or damaging structural members. No structural members or structural slabs/floors shall be cut without the written acceptance of the Structural Engineer and all such cutting shall be done in a manner directed by him.

1.21 SCAFFOLDING, RIGGING, HOISTING

A. The Contractor shall furnish all scaffolding, rigging, hoisting and services necessary for erection and delivery into the premises any equipment and apparatus furnished under this Division. Remove same from premises when no longer required.

1.22 WATERPROOFING

A. Where any work pierces waterproofing, including waterproof concrete and floors in wet areas, the method of installation shall be reviewed by the Engineer before work is done. The Contractor shall furnish all necessary sleeves, caulking and flashing required to make openings absolutely watertight.

1.23 ACCESSIBILITY AND ACCESS PANELS

A. Locate all equipment which must be serviced, operated or maintained in fully accessible positions. Equipment shall include, but not be limited to: motors, controllers, coil, valves, switchgear, drain points, etc. Access doors shall be furnished if required for better accessibility. Minor deviations from the Drawings may be made to allow better accessibility, but changes of magnitude or which involve extra cost shall not be made without the acceptance of the Engineer.

B. Access doors in walls, ceilings, floors, etc., shall be field coordinated. It is the responsibility of the Contractor to coordinate and provide information regarding the sizes and quantities of access doors required for his work. The Contractor shall arrange his work in such a manner as to minimize the quantity of access doors required, such as grouping shutoff valves in the same area. Where possible, locate valves in already accessible areas, such as lay-in ceilings, etc.

1.24 TEMPORARY OPENINGS

A. The Contractor shall ascertain from an examination of the Drawings whether any special temporary openings in the building will be required for the admission of apparatus provided under this Division and shall coordinate the requirements accordingly. In the event of failure of the Contractor to give sufficient notice in time to arrange for these openings during construction, the Contractor shall assume all costs of providing such openings thereafter.

1.25 ESCUTCHEONS

A. The Contractor shall provide escutcheons on pipes wherever they pass through floors, ceilings, walls or partitions in finished visible locations.

1.26 PAINTING

A. All finish painting in completed areas shall be performed per Division 9 of the Specifications.

B. All materials shipped to the job site under this Division, such as grilles, registers and/or radiation covers, shall have standard manufacturer's finish, unless otherwise specified by Architect.

1.27 PIPE EXPANSION

A. All pipe connections shall be installed to allow for freedom of movement of the piping during expansion and contraction without springing.

1.28 ELECTRICAL CONNECTIONS

A. Unless otherwise specified, all wiring shall be furnished and installed per Division 16 Specifications.

B. All motor controllers not factory mounted on mechanical equipment shall be furnished, mounted, and installed by the Division 26 contractor, and shall be coordinated with this contractor. Provide properly sized overload heaters and all required accessories with all motor controllers. See Division 26 Motor Controllers for motor controller requirements.

C. All power wiring shall be furnished and installed per Division 26 complete from power source to motor or equipment junction box including power wiring through the motor controller and proper means of disconnect per NEC and Division 26. The Division 26 Contractor shall provide all disconnects, unless noted otherwise.

1.29 QUIET OPERATION

A. Equipment and material used in the various systems described herein shall not produce a sound level greater than 55 decibels in the area served. If noise level is deemed objectionable by the Owner/Engineer, the Contractor shall test and record sound levels in the presence of the Owner/Engineer. The sound level shall be observed on the "A" weighting network of a sound level or sound survey meter. The ASHRAE "Guide and Data Book" provides a means to determine sound level of mechanical equipment when the total of background plus equipment sound levels exceeds the minimum acceptable equipment sound level.

B. If objectionable noises or vibrations of any magnitude are produced and transmitted to occupied portions of the building by apparatus, piping, ducts or other parts of the mechanical work, the Contractor shall make such changes or additions as necessary without extra cost to the Owner.

1.30 MAINTENANCE

A. The Contractor shall provide the necessary skilled labor to assure the proper operation and to provide all required current and preventative maintenance for all equipment and controls provided under this Division until final acceptance of the building by the Owner. The Contractor shall not assume acceptance of the building by the Owner until he receives written notification.

B. The Contractor shall receive calls for any and all problems experienced in the operation of the equipment provided under this Division and he shall take steps to immediately correct any deficiencies that may exist.

C. The Contractor shall certify on this check list that he has examined each piece of equipment and that, in his opinion, it is operating as intended by the manufacturer, it has been properly lubricated, and that all necessary current and preventative maintenance has been performed as recommended by the manufacturer and by good and accepted practice.

D. The Contractor shall check all controls in the building to ascertain that they are functioning as designed. This shall apply to all thermostats, aquastats, humidistats, freezestats and firestats, etc. This portion of the work shall be performed by the Contractor who installed the controls.

E. During construction, the Contractor shall ensure that all filters are in place on all equipment. If the equipment is operated during construction (see restrictions section of this specification), strict attention shall be paid to maintaining clean and effective filters and cleaning ductwork and equipment. Filters shall be new and/or clean when the system testing and balancing takes place. The Contractor shall bear the cost of all filters and media during construction until final acceptance by the Owner. This requirement shall apply equally to fluid filters and strainers.

F. Where normal preventative maintenance for any piece of equipment requires special tools, the Contractor shall furnish the appropriate tools for that piece of equipment (i.e., special filter removal hooks, valve wrenches, etc.).

1.31 DEMOLITION

A. All required demolition work shall be performed by the Contractor. All demolition work shall be performed in a neat and orderly fashion.

B. Demolition work, if indicated on the drawings, is intended for general information only and is not intended to describe the full extent of demolition work required under this Contract. All existing mechanical work and systems, including but not limited to piping, equipment, ductwork, wiring, controls, hangers, and supports, made obsolete by this project, shall be removed in their entirety under this Contract, unless noted otherwise.

C. After piping, ductwork, equipment, etc., has been removed, neatly cap remaining ductwork and piping, and insulate caps to match the existing adjacent ductwork and piping. In finished areas, all ductwork and piping shall be cut back to a concealed location, i.e., within walls, above ceilings, etc., before capping.

D. Before submitting his Bid, the Contractor shall visit the site with the Contract Documents in hand, and shall inspect all existing systems to determine the extent of demolition work involved. Particular attention is drawn to the removal of existing walls or portions of existing walls. In those areas, all exposed and concealed piping, ductwork, equipment, etc., running across or through affected areas shall be removed as required. Piping and ductwork shall then be either capped, or, if required for the proper continuing operation of an existing system to remain, piping and ductwork shall be rerouted around the affected areas and reconnected as required.

E. In general, it shall be the responsibility of the Contractor to remove demolished equipment, piping, ductwork, etc., from the site and properly dispose of it. If the Owner shall so request, however, the Contractor shall turn over demolished equipment, etc., to the Owner for the Owner's use. Unless otherwise noted, demolished work shall not be abandoned in place. Contractor shall make safe all utilities pertaining to this section.

1.32 AIR ELIMINATION

A. The Contractor shall be responsible for bleeding all air from closed hydronic piping systems after the system has been filled, and thereafter rebleeding as often as required to completely eliminate all air from the system.

B. Where work on an existing piping system has allowed air to enter that system, the Contractor shall also bleed that system even if no piping work was done in the area where air has developed.

C. Where air cannot be bled from any piping due to the absence of an air vent, the Contractor shall install a manual air vent in locations required to successfully bleed such air.

D. Where the piping layout would require an air vent in an inaccessible location, the Contractor shall install an extended 1/4-inch copper bleed line and petcock to an accessible location such as a closet, mechanical room, above lay-in ceiling, etc.

1.33 CLEANING

A. The Contractor shall be responsible for keeping the jobsite clean, safe and neat throughout the duration of construction. The Contractor shall clean up his own debris daily and shall coordinate removal of rubbish and debris with the General Contractor/Construction Manager.

B. No debris, construction materials, cigarette butts, coffee cups, etc., shall be left above suspended ceilings.

C. Terminal equipment and plumbing fixtures shall cleaned at substantial completion.

D. If any part of a system should be stopped or damaged by any foreign matter after being placed in operation, the system shall be disconnected, cleaned and reconnected wherever necessary to locate and/or remove obstructions. Any work damaged in the course of removing obstructions shall be repaired or replaced when the system is reconnected at no additional cost to the Owner.

E. During the course of construction, all ducts and pipes shall be capped in an acceptable manner to insure adequate protection against the entrance of foreign matter.

F. Upon completion of all work under the Contract, the Contractor shall remove from the premises all rubbish, debris and excess materials left over from his work. Any oil or grease stains on floor areas caused by the Contractor shall be removed and floor areas left clean.

1.34 OPERATING INSTRUCTIONS

A. Upon completion of all work and tests, the Contractor shall furnish the necessary skilled labor and helpers for operating his system and equipment for a period specified under each applicable Section of this Division. During this period, he shall fully instruct the Owner or the Owner's representative in the operation, adjustment and maintenance of all equipment furnished. The Contractor shall give at least 72 hours notice to the Owner and the Engineer in advance of this period.

B. The Contractor shall formally submit for delivery to the Engineer three (3) complete bound sets of typewritten or blueprinted instructions for operating and maintaining all systems and equipment included in this Division. All instructions shall be submitted in draft for review prior to final issue. Manufacturer's advertising literature or catalogs will not be acceptable for operating and maintenance instruction.

C. The Contractor, in the above-mentioned instructions, shall include the maintenance schedule for the principal items of equipment furnished under this Division.

D. The appropriate Contractor shall physically demonstrate procedures for all routine maintenance of all equipment furnished under each respective Section to assure accessibility to all devices.

E. Refer to individual trade Sections for any other particular requirements related to operating instructions.

1.35 ADJUSTING AND TESTING

A. After all the equipment and accessories to be furnished are in place, they shall be put in final adjustment and subjected to such operating tests so as to assure the Engineer that they are in proper adjustment, the control operate as described in the sequence of operation and all systems are in satisfactory, permanent operating condition.

1.36 GUARANTEES

A. The Contractor shall guarantee all equipment, material and workmanship under these Specifications and the Contract for a period of one (1) year from the date of final acceptance by Owner, unless otherwise noted.

B. During this guarantee period, all defects developing through faulty equipment, materials or workmanship shall be corrected or replaced immediately by the Contractor without expense to the Owner. Such repairs or replacements shall be made to the Engineer's satisfaction.

PART 2 PRODUCTS - NOT USED.

PART 3 EXECUTION - NOT USED.

END OF SECTION

# SECTION 230719 - HVAC PIPING INSULATION

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or service referenced in or related to this Section shall also be bound by the Documents identified in Division 1 Section "Summary", Paragrapgh 1.1A, entitled "Related Documents."

### 1.2 SECTION INCLUDES

A. Pipe and fitting insulation for all new heating piping.

### 1.3 RELATED REQUIREMENTS

A. Section 232113 - Hydronic Piping: Placement of hangers and hanger inserts.

### 1.4 REFERENCE STANDARDS

A. ASTM C195 - Standard Specification for Mineral Fiber Thermal Insulating Cement; 2007.

B. ASTM C449 - Standard Specification for Mineral Fiber Hydraulic-Setting Thermal Insulating and Finishing Cement; 2007 (Reapproved 2013).

C. ASTM C518 - Standard Test Method for Steady-State Thermal Transmission Properties by Means of the Heat Flow Meter Apparatus; 2010.

D. ASTM C547 - Standard Specification for Mineral Fiber Pipe Insulation; 2012.

E. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2013a.

F. ASTM E96/E96M - Standard Test Methods for Water Vapor Transmission of Materials; 2013.

G. NFPA 255 - Standard Method of Test of Surface Burning Characteristics of Building Materials; National Fire Protection Association; 2006.

H. UL 723 - Standard for Test for Surface Burning Characteristics of Building Materials; Underwriters Laboratories Inc.; Current Edition, Including All Revisions.

### 1.5 SUBMITTALS

A. Product Data: Provide product description, thermal characteristics, list of materials and thickness for each service, and locations.

B. Manufacturer's Instructions: Indicate installation procedures that ensure acceptable workmanship and installation standards will be achieved.

PART 2 PRODUCTS

2.1 REQUIREMENTS FOR ALL PRODUCTS OF THIS SECTION

A. Surface Burning Characteristics: Flame spread/Smoke developed index of 25/50, maximum, when tested in accordance with ASTM E84, NFPA 255, or UL 723.

2.2 GLASS FIBER

A. Manufacturers:
1. Knauf Insulation: www.knaufusa.com.
2. Johns Manville Corporation: www.jm.com.
3. Owens Corning Corp: www.owenscorning.com.
4. CertainTeed Corporation; : www.certainteed.com.

B. Insulation: ASTM C547 ; rigid molded, noncombustible.
1. 'K' value: ASTM C177, 0.24 at 75 degrees F.
2. Maximum service temperature: 850 degrees F.
3. Maximum moisture absorption: 0.2 percent by volume.

C. Vapor Barrier Jacket: White kraft paper with glass fiber yarn, bonded to aluminized film; moisture vapor transmission when tested in accordance with ASTM E96/E96M of 0.02 perm-inches.

D. Vapor Barrier Lap Adhesive:
1. Compatible with insulation.

E. Insulating Cement/Mastic:
1. ASTM C195; hydraulic setting on mineral wool.

2.3 FLEXIBLE ELASTOMERIC CELLULAR INSULATION

A. Manufacturer:
1. Armacell LLC: www.armacell.us.

B. Insulation: Preformed flexible elastomeric cellular rubber insulation complying with ASTM C534/C534M Grade 3; use molded tubular material wherever possible.
1. Minimum Service Temperature: -40 degrees F.
2. Maximum Service Temperature: 220 degrees F.
3. Connection: Waterproof vapor barrier adhesive.

C. Elastomeric Foam Adhesive: Air dried, contact adhesive, compatible with insulation.

2.4 FITTING INSULATION

A. Fitting Insulation
1. Insulation:
   a. Pre-molded fiberglass insert.
2. Jacket: One piece molded type PVC fitting covers and sheet material, off-white color.
   a. Minimum Service Temperature: 0 degrees F.
   b. Maximum Service Temperature: 150 degrees F.
   c. Moisture Vapor Permeability: 0.002 perm inch, maximum, when tested in accordance with ASTM E96/E96M.
   d. Thickness: 10 mil.
   e. Connections: Brush on welding adhesive.
   f. Equal to Johns Manville Zeston 2000.
3. Covering Adhesive Mastic:
   a. Compatible with insulation.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that piping has been tested before applying insulation materials.

B. Verify that surfaces are clean and dry, with foreign material removed.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install in accordance with NAIMA National Insulation Standards.

C. Exposed Piping: Locate insulation and cover seams in least visible locations.

D. Glass fiber insulated pipes conveying fluids above ambient temperature:
1. Provide standard jackets, with or without vapor barrier, factory-applied or field-applied. Secure with self-sealing longitudinal laps and butt strips with pressure sensitive adhesive. Secure with outward clinch expanding staples.
2. Insulate fittings, joints, and valves with insulation of like material and thickness as adjoining pipe. Finish with glass cloth and adhesive or PVC fitting covers.

E. Continue insulation through walls, sleeves, pipe hangers, and other pipe penetrations. Finish at supports, protrusions, and interruptions.

3.3 SCHEDULE

A. Heating Systems:
1. Heating Water Supply and Return:

a. 1" thick fiberglass insulation for metallic pipe.
b. 1" thick elastomeric insulation for PEX pipe.

END OF SECTION

# SECTION 232113 - HYDRONIC PIPING

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Heating water piping, above grade.

B. Pipe hangers and supports.

C. Unions, flanges, mechanical couplings, and dielectric connections.

D. Valves:
   1. Ball valves.

### 1.3 RELATED REQUIREMENTS

A. Section 230719 - HVAC Piping Insulation.

### 1.4 REFERENCE STANDARDS

A. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings; The American Society of Mechanical Engineers; 2012 (ANSI B16.18).

B. ASME B16.22 - Wrought Copper and Copper Alloy Solder Joint Pressure Fittings; 2013.

C. ASME B31.9 - Building Services Piping; 2011 (ANSI/ASME B31.9).

D. ASME B31.9 - Building Services Piping; The American Society of Mechanical Engineers; 2008 (ANSI/ASME B31.9).

E. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless; 2012.

F. ASTM B32 - Standard Specification for Solder Metal; 2008.

G. ASTM B88 - Standard Specification for Seamless Copper Water Tube; 2009.

H. ASTM F876 - Standard Specification for Crosslinked Polyethylene (PEX) Tubing; 2013a.

I. MSS SP-58 - Pipe Hangers and Supports - Materials, Design and Manufacture, Selection, Application, and Installation; Manufacturers Standardization Society of the Valve and Fittings Industry, Inc.; 2009.

1.5 SUBMITTALS

A. Product Data: Include data on pipe materials, pipe fittings, valves, and accessories. Provide manufacturers catalogue information. Indicate valve data and ratings.

B. Manufacturer's Installation Instructions: Indicate hanging and support methods, joining procedures.

1.6 DELIVERY, STORAGE, AND HANDLING

A. Accept valves on site in shipping containers with labeling in place. Inspect for damage.

B. Provide temporary end caps and closures on piping and fittings. Maintain in place until installation.

C. Protect piping systems from entry of foreign materials by temporary covers, completing sections of the work, and isolating parts of completed system.

PART 2 PRODUCTS

2.1 HEATING WATER PIPING, ABOVE GRADE

A. Steel Pipe: ASTM A53/A53M, Schedule 40, black.
1. Joints: Threaded, cast iron fittings.

B. Copper Tube: ASTM B88 (ASTM B88M), Type L (B), drawn, using one of the following joint types:
1. Solder Joints: ASME B16.18 cast brass/bronze or ASME B16.22 solder wrought copper fittings.
a. Solder: ASTM B32 solder, HB alloy (95-5 tin-antimony) or tin and silver.
2. Mechanical Joints: Copper press fittings as manufactured by Viega or Rigid Tool Co.
a. Press fittings: Copper press fittings shall conform to the material and sizing requirementsof ASME B16.18 or ASME B16.22. O-rings for copper press fittings shall be EPDM.

C. Polyethylene Pipe: ASTM F1281, cross-linked polyethylene with an aluminum middle core, 100 psig operating pressure at 180 degrees F. Tubing shall have an oxygen diffusion barrier that shall not exceed an oxygen diffusion rate of 0.000000375 lb/cu. ft. per day at 104 degrees F water temperature in accordance with DIN 4726. Tubing nominal inside diameter shall be in accordance with ASTM F876.
1. Fittings: Brass and copper.
2. Joints: Mechanical compression fittings.

2.2 PIPE HANGERS AND SUPPORTS

A. Provide hangers and supports that comply with MSS SP-58.

B. Conform to ASME B31.9.

C. Hangers for Pipe Sizes 1/2 to 1-1/2 Inch: Carbon steel, adjustable swivel, split ring.

D. Copper Pipe Support: Carbon steel ring, adjustable, copper plated.

E. Hanger Rods: Mild steel threaded both ends, threaded one end, or continuous threaded.

2.3 UNIONS, FLANGES, MECHANICAL COUPLINGS, AND DIELECTRIC CONNECTIONS

A. Unions for Pipe 2 Inches and Under:
1. Copper Pipe: Bronze, soldered joints.

B. Dielectric Connections: Union or waterway fitting with water impervious isolation barrier and one galvanized or plated steel end and one copper tube end, end types to match pipe joint types used.

2.4 BALL VALVES

A. Manufacturers:
1. Conbraco Industries: www.apollovalves.com.
2. Nibco, Inc: www.nibco.com.
3. Milwaukee Valve Company: www.milwaukeevalve.com.

B. Up To and Including 2 Inches:
1. Bronze one piece body, full port chrome plated brass ball, teflon seats and stuffing box ring, lever handle with balancing stops, solder ends with union.

PART 3 EXECUTION

3.1 PREPARATION

A. Ream pipe and tube ends. Remove burrs.

B. Remove scale and dirt on inside and outside before assembly.

C. Prepare piping connections to equipment using jointing system specified.

D. Keep open ends of pipe free from scale and dirt. Protect open ends with temporary plugs or caps.

E. After completion, fill, clean, and treat systems. Refer to Section 232500 for additional requirements.

3.2 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install heating water piping to ASME B31.9 requirements.

C. Route piping in orderly manner, parallel to building structure, and maintain gradient.

D. Install piping to conserve building space and to avoid interfere with use of space.

E. Group piping whenever practical at common elevations.

F. Sleeve pipe passing through partitions, walls and floors.

G. Slope piping and arrange to drain at low points.

H. Pipe Hangers and Supports:
1. Install in accordance with ASME B31.9.
2. Support horizontal piping as scheduled.
3. Install hangers to provide minimum 1/2 inch space between finished covering and adjacent work.
4. Place hangers within 12 inches of each horizontal elbow.
5. Use hangers with 1-1/2 inch minimum vertical adjustment. Design hangers for pipe movement without disengagement of supported pipe.
6. Where several pipes can be installed in parallel and at same elevation, provide multiple or trapeze hangers.
7. Provide copper plated hangers and supports for copper piping.

I. Provide clearance in hangers and from structure and other equipment for installation of insulation and access to valves and fittings

J. Provide access where valves and fittings are not exposed. .

K. Use eccentric reducers to maintain top of pipe level.

L. All piping supports shall be secured to the building structure.

M. Install valves with stems upright or horizontal, not inverted. Ball valve operators shall allow for full range of operation.

N. Press Connections:
1. Copper press fittings shall be made in accordance with the manufacturers installation instructions.
2. The tubing shall b fully inserted into the fitting and the tube marked at the shoulder of the fitting.
3. The fitting alignment shall be checked against the mark on the tubing to assure the tubing is fully engaged (inserted) in the fitting.
4. The joints shall be pressed using the tool approved by the manufacturer.

3.3 SCHEDULES

A. Hanger Spacing for Copper Tubing.

1. 1/2 inch and 3/4 inch: Maximum span, 5 feet; minimum rod size, 1/4 inch.
2. 1 inch: Maximum span, 6 feet; minimum rod size, 1/4 inch.
3. 1-1/2 inch and 2 inch: Maximum span, 8 feet; minimum rod size, 3/8 inch.

B. Hanger Spacing for Steel Piping.
1. 1/2 inch, 3/4 inch, and 1 inch: Maximum span, 7 feet; minimum rod size, 1/4 inch.
2. 1-1/4 inches: Maximum span, 8 feet; minimum rod size, 3/8 inch.
3. 1-1/2 inches: Maximum span, 9 feet; minimum rod size, 3/8 inch.

C. Hanger Spacing for Plastic Piping.
1. 1/2 inch: Maximum span, 42 inches; minimum rod size, 1/4 inch.
2. 3/4 inch: Maximum span, 45 inches; minimum rod size, 1/4 inch.
3. 1 inch: Maximum span, 51 inches; minimum rod size, 1/4 inch.

END OF SECTION

# SECTION 235240 - CONDENSING HOT WATER BOILERS

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Boiler

B. Controls and boiler trim.

C. Boiler flue venting.

D. Condensation neutralizing system.

E. Indirect Water Heater

### 1.3 REFERENCES

A. ASME (BPV IV) - Boiler and Pressure Vessel Code, Section IV - Rules for Construction of Heating Boilers; The American Society of Mechanical Engineers; 2004.

### 1.4 SUBMITTALS

A. Product Data: Provide data indicating general assembly, components, controls, safety controls, and wiring diagrams with electrical characteristics and connection requirements, and service connections.

B. Manufacturer's Instructions: Indicate assembly, support details, connection requirements, and include start up instructions.

C. Operation and Maintenance Data: Include manufacturer's descriptive literature, operating instructions, cleaning procedures, replacement parts list, and maintenance and repair data.

D. Warranty: Submit manufacturer warranty and ensure forms have been completed in Owner's name and registered with manufacturer.

### 1.5 REGULATORY REQUIREMENTS

A. Conform to ASME (BPV IV) for construction of boilers.

B. Products Requiring Electrical Connection: Listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

1.6 DELIVERY, STORAGE, AND PROTECTION

A. Protect boilers from damage by leaving factory inspection openings and shipping packaging in place until final installation.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Peerless Boilers

B. Approved Equal

2.2 BOILER

A. General: The boiler(s) shall be of a stainless steel, direct vent, sealed combustion, premix gas design and shall be tested and design certified to the current ANSI Z21.13 standard and listed in the Intertek Directory of Listed Products. The boiler(s) shall be listed in the AHRI Certification Directory and shall bear the AHRI Certified Logo. The boiler(s) shall be designed, constructed and stamped in accordance with the latest addenda of Section IV or the ASME Boiler and Pressure Vessel Code. The boiler(s) shall be hydrostatically tested for a maximum allowable working pressure of 160 psi. The boiler(s) shall be certified for low NOX certified by the South Coast Air Quality Management District (SCAQMD) in California and shall have an Annual Seasonal Efficiency Rating of 93.3% or higher and shall bear the Energy Star label. The boiler(s) shall be factory assembled, wired and fire-tested prior to shipment.

B. Construction: The heat exchanger(s) shall be constructed of high-grade stainless steel. The gas connection, vent piping and electrical connections shall be located on the top of the boiler. The system supply and return piping is to be on the left side of the boiler and be 1” NPT. The boiler(s) shall be suitable for mounting against a wall and/or on the floor with no connections on the boiler back panel. All controls shall be accessible from the front of the boiler for ease of service and maintenance. The boiler(s) and boiler vent pipe shall be design certified for zero clearance to combustible construction. The boiler(s) shall be design certified for closet/alcove installation and installation on combustible floors. A condensate drain connection, trap and neutralization system shall be factory piped and located inside the boiler cabinet. Each boiler shall be provided with a scratch resistant, high quality injection molded poly-plastic front cover and a powder coated steel jacket. Each boiler shall include adjustable leveling legs to assure level placement.

C. Burner and Controls: Each gas control train shall be factory assembled and shall include redundant valve seats, pneumatically modulating gas valve with integrated swirl plate. Each combustion air fan shall be of a pulse width modulated, electrically commutated, variable speed design. Each combustion system shall incorporate a cylindrical head with a woven metal mesh cover to ensure even temperature distribution to the heat exchanger. Each boiler is to be equipped with a high voltage electrode for direct spark ignition of the main flame. The main flame is to be supervised by dual sensors including a separate rectification-type flame sensor and the ignition electrode. Each combustion system shall be fully modulating with a minimum of 5:1 turndown ratio. A microprocessor controller shall control the ignition

sequence, burner modulation and boiler operation including outdoor reset or setpoint temperature control for central heating, set point control for domestic hot water and a “warm hold” feature for DHW tanks. The boiler(s) shall provide 120 volt powered terminals for connection to a General Circulator, a central heating (CH) circulator and a domestic hot water (DHW) circulator. The burner control(s) shall have a 4 line x 20 character plain English display of burner operation, blocking or lockout errors. The burner control(s) shall be capable of storing fault history including up to 15 blocking errors and 15 lockout errors. Each burner shall be capable of the full rated input when supplied with a minimum of 3.5” w.c. of gas pressure measured at the tapping provided on the gas valve. Each burner shall be capable of full rated input when supplied with a 120 VAC, Single Phase, 60 Hertz power supply. Each boiler shall be equipped with a 120VAC convenience outlet.

D. Boiler Trim: Each boiler shall be provided with a safety relief valve set to relieve at 30 psig. The valve shall be designed, tested and marked in accordance with Section IV of the ASME Boiler and Pressure Vessel Code. Each boiler shall be equipped with a combination pressure and temperature gauge to indicate the pressure and temperature at the boiler supply (outlet). Each boiler shall have an integral operating limit, vent temperature limit, supply and return temperature sensors, fan speed tachometer and integral manual reset high limit switch. The boiler control(s) shall be factory equipped to allow cascade operation of up to 16 boilers with the addition of two-wire connections and a system sensor. Each boiler shall be factory wired to accept a low water cut-off limit.

E. Venting: Each boiler shall be vented horizontally or vertically using 3” polypropylene or stainless steel exhaust vent piping and PVC pipe for the air inlet. Exhaust and Air Intake connections shall be on top of the boiler(s). The boiler(s) shall be capable of the full rated input when using a total of 200 equivalent feet of air intake and exhaust pipe. The boiler(s) shall be provided with an air inlet Tee and exhaust terminals with screens. The boiler(s) shall be capable of attachment to concentric polypropylene exhaust/air intake system by using an optional vent adapter.

F. Condensate Removal: Each boiler shall include an integral condensate trap, blocked condensate switch, and condensate neutralization system that can be easily inspected and reloaded with neutralization media from the front of the boiler. The condensate trap shall include separate reservoirs for condensate collection and neutralization. The condensate system shall include a means to shut down the appliance if the system becomes clogged.

## 2.3 INDIRECT WATER HEATER

A. Construction: Stainless steel double tank of self-cleaning and descaling design, maintenance-free plastic jacket with 2" polyurethane insulation, dial-type temperature control, temperature and pressure relief valve and air vent.

# PART 3 EXECUTION

## 3.1 INSTALLATION

A. Install in accordance with manufacturer's instructions.

B. Install boiler and provide connection of natural gas service in accordance with requirements of NFPA 54 and applicable codes.

3.2 STARTING EQUIPMENT

A. Contractor shall provide the services of a local factory authorized representative to supervise all phases of equipment startup. A letter of compliance with all factory recommendations and installation instructions from the boiler representative shall be submitted to the engineer with operation and maintenance instructions.

3.3 TRAINING

A. Provide one day training for the operating personnel to be performed at the jobsite. Contractor shall coordinate with the manufacturer's representative for start-up and training services.

END OF SECTION

# SECTION 260502.01 - ELECTRICAL GENERAL CONDITIONS

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 DRAWINGS AND COORDINATION

A. It is not the intention of the drawings to show every item, piece of equipment and detail. Provide complete, operating systems.

B. Install work as closely as possible to layouts shown on drawings. Modify work as necessary to meet job conditions and to clear other equipment. Consult Engineer before making changes which affect the function or appearance of systems.

C. Dimensions, elevations and locations are shown approximately. Verify actual conditions in the field.

D. Owner, Architect, and Engineer reserve the right to order changes in layout of such items as switches, receptacles, and fixtures if such changes do not substantially affect costs and if affected items have not been fabricated or installed.

E. In some cases, drawings are based upon products of one or several manufactures as listed on the Contract Documents. This contractor shall be responsible for modifications made necessary by substitution of products of different manufacturers.

F. Do not install part of a system until all critical components of the system and related systems have been approved. Coordinate parts of systems to ensure proper operation of the entire system.

G. Install products in accordance with manufacturer's written instructions. Notify Engineer if Contract Documents conflict with manufacturer's instructions. Comply with Engineers interpretations.

H. Provide brackets, supports, anchors and frames required for installation of work specified herein.

### 1.3 REFERENCES

A. NEMA ICS 6 - National Electrical Manufacturers Association; 1993 Enclosures for Industrial Control and Systems

B. NFPA 70 - National Electrical Code; National Fire Protection Association; 2011.

1.4 DEFINITIONS

A. Unless otherwise specified or indicated, electrical and electronics terms used in these specifications, and on the drawings, shall be as defined in IEEE 100.

B. The technical sections referred to herein are those specification sections that describe products, installation procedures, and equipment operations and that refer to this section for detailed description of submittal types.

C. The technical paragraphs referred to herein are those paragraphs in PART 2 - PRODUCTS and PART 3 - EXECUTION of the technical sections that describe products, systems, installation procedures, equipment, and test methods.

1.5 CODES AND STANDARDS

A. The Codes and Standards listed below apply to all Work. Where Codes or Standards are mentioned in these Specifications, follow the latest edition or revision.

B. The current adopted editions of the following State or local Codes apply:
1. 2009, 2011 and 2013 Amendments to the 2005 Connecticut Supplement
2. 2009 International Residential Code
3. 2011 National Electrical Code (NFPA 70)

C. All materials furnished and all work installed shall comply with the rules and recommendations of the NFPA, the requirements of the local utility companies, the recommendations of the fire insurance rating organization having jurisdiction and the requirements of all Governmental departments having jurisdiction.

D. Include in the Work, without extra cost to the Owner, any labor, materials, testing, services, apparatus and Drawings in order to comply with all applicable laws, ordinances, rules and regulations, whether or not shown on Drawings and/or specified.

1.6 SUBMITTALS

A. Provide manufacturer's ORIGINAL printed product data, catalog cuts and description of any special installation procedures. Photocopied and/or illegible product data sheets shall not be acceptable. All product datasheets shall be highlighted or stamped with arrows to indicate the specific components being submitted for approval.

B. Submittals shall include the manufacturer's name, trade name, place of manufacture, catalog model or number, nameplate data, size, layout dimensions, capacity, project specification and technical paragraph reference. Submittals shall also include applicable federal, military, industry, and technical society publication references, and years of satisfactory service, and other information necessary to establish contract compliance of each item to be provided. Photographs of existing installations are unacceptable and will be returned without approval.

C. Submittals for each manufactured item shall be current manufacturer's descriptive literature of cataloged products, equipment drawings, diagrams, performance and characteristic curves, and catalog cuts. Handwritten and typed modifications and other notations not part of the manufacturer's preprinted data will result in the rejection of the submittal. Should manufacturer's data require supplemental information for clarification, the supplemental information shall be submitted as specified for certificates of compliance.

D. Submit drawings a minimum of 14 inches by 20 inches in size using a minimum scale of 1/8 inch per foot except as specified otherwise. Include wiring diagrams and installation details of equipment indicating proposed location, layout and arrangement, control panels, accessories, piping, ductwork, and other items that must be shown to ensure a coordinated installation. Wiring diagrams shall identify circuit terminals and indicate the internal wiring for each item of equipment and the interconnection between each item of equipment. Drawings shall indicate adequate clearance for operation, maintenance, and replacement of operating equipment devices.

E. Where installation procedures or part of the installation procedures are required to be in accordance with manufacturer's instructions, submit printed copies of those instructions prior to installation. Installation of the item shall not proceed until manufacturer's instructions are received. Failure to submit manufacturer's instructions shall be cause for rejection of the equipment or material.

F. Submit manufacturer's certifications as required for products, materials, finishes, and equipment as specified in the technical sections. Certificates from material suppliers are not acceptable. Preprinted certifications and copies of previously submitted documents will not be acceptable. The manufacturer's certifications shall name the appropriate products, equipment, or materials and the publication specified as controlling the quality of that item. Certification shall not contain statements to imply that the item does not meet requirements specified, such as "as good as"; "achieve the same end use and results as materials formulated in accordance with the referenced publications"; or "equal or exceed the service and performance of the specified material." Certifications shall simply state that the item conforms to the requirements specified. Certificates shall be printed on the manufacturer's letterhead and shall be signed by the manufacturer's official authorized to sign certificates of compliance.

G. Where equipment or materials are specified to conform to industry and technical society reference standards of the organizations such as American National Standards Institute (ANSI), American Society for Testing and Materials (ASTM), National Electrical Manufacturers Association (NEMA), Underwriters Laboratories Inc. (UL), and Association of Edison Illuminating Companies (AEIC), submit proof of such compliance. The label or listing by the specified organization will be acceptable evidence of compliance.

H. In lieu of the label or listing, submit a certificate from an independent testing organization, competent to perform testing, and approved by the Contracting Officer. The certificate shall state that the item has been tested in accordance with the specified organization's test methods and that the item complies with the specified organization's reference standard.

## 1.7 QUALITY ASSURANCE

A. Material and Equipment Qualifications

1. Provide materials and equipment that are products of manufacturers regularly engaged in the production of such products which are of equal material, design and workmanship. Products shall have been in satisfactory commercial or industrial use for 2 years prior to bid opening. The 2-year

period shall include applications of equipment and materials under similar circumstances and of similar size. The product shall have been on sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the 2-year period. Where two or more items of the same class of equipment are required, these items shall be products of a single manufacturer; however, the component parts of the item need not be the products of the same manufacturer unless stated in the technical section.

B. Regulatory Requirements
1. Equipment, materials, installation, and workmanship shall be in accordance with the mandatory and advisory provisions of NFPA 70.

C. Alternative Qualifications
1. Products having less than a 2-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturers' factory or laboratory tests, is furnished.

D. Service Support
1. The equipment items shall be supported by service organizations which are reasonably convenient to the equipment installation in order to render satisfactory service to the equipment on a regular and emergency basis during the warranty period of the contract.

E. Manufacturer's Nameplate
1. Each item of equipment shall have a nameplate bearing the manufacturer's name, address, model number, and serial number securely affixed in a conspicuous place; the nameplate of the distributing agent will not be acceptable.

F. Modification of References
1. In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "shall" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction," or words of similar meaning, to mean the Building Official or Inspector and/or Fire Marshal.

G. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years of documented experience.

H. Installer Qualifications: Company specializing in performing the work of this section with minimum 5 years of experience.

I. Products Requiring Electrical Connection: Listed and classified by UL as suitable for the purpose specified and indicated.

1.8 COORDINATION WITH OTHER DIVISIONS

A. Carry out all work in conjunction with other trades and give full cooperation in order that all work may proceed with a minimum of delay and interference. Particular emphasis is placed on timely installation of major apparatus and furnishing other Contractors, especially the General Contractor or Construction Manager, with information as to openings, chases, sleeves, bases, inserts, equipment locations, panels, access doors, etc. required by other trades, and to allow for serviceable access to equipment.

B. Contractors are required to examine all of the Project Drawings and mutually arrange work so as to avoid interference. In general, ductwork, heating piping, sprinkler piping and drainage lines take precedence over water, gas and electrical conduits. The Engineer regarding the arrangement of work, which cannot be agreed upon by the Contractors, will make final decisions. Service of equipment will take precedence.

C. Where the work of the Contractor will be installed in close proximity to or will interfere with work of other trades, assist in working out space conditions to make a satisfactory adjustment.

D. If work is installed before coordinating with other Divisions or so as to cause interference with work of other Sections, the Contractor causing the interference will make necessary changes to correct the condition without extra charge to the Owner.

E. Initial contact and coordination has been conducted with utility entities for the purpose of the preparation of Bid Documents. The Contractor shall coordinate all final specific utility requirements.

1.9 PRE-INSTALLATION MEETING

A. Convene one week before starting work of this section.

1.10 PROJECT CONDITIONS

A. Sequence installation to ensure utility connections are achieved in an orderly and expeditious manner.

B. Sequence installation to conform with the project phasing indicated on the Architectural drawings.

1.11 WARRANTY

A. Correct defective Work within a one year period after Date of Substantial Completion.

1.12 OPERATING INSTRUCTIONS

A. Submit text of posted operating instructions for each system and principal item of equipment as specified in the technical sections. The operating instructions shall include the following:
   1. Wiring diagrams, control diagrams, and control sequence for each principal system and item of equipment.
   2. Start up, proper adjustment, operating, lubrication, and shutdown procedures.
   3. Safety precautions.
   4. The procedure in the event of equipment failure.
   5. Other items of instruction as recommended by the manufacturer of each system or item of equipment.

B. Print or engrave operating instructions and frame under glass or in approved laminated plastic. Post instructions where directed. For operating instructions exposed to the weather, provide weather-resistant materials or weatherproof enclosures. Operating instructions shall not fade when exposed to sunlight and shall be secured to prevent easy removal or peeling.

1.13 ELECTRICAL REQUIREMENTS

A. Electrical installations shall conform to ANSI C2, NFPA 70, and requirements specified herein.

B. Motors and Equipment
1. Provide electrical components of mechanical equipment, such as motors, motor starters, control or push-button stations, float or pressure switches, solenoid valves, and other devices functioning to control mechanical equipment, including control wiring and conduit to conform with the requirements of the section covering the mechanical equipment. Extended voltage range motors shall not be permitted. The interconnecting power wiring and conduit, control wiring and conduit, the motor control equipment and the electrical power circuits shall be provided under Division 16.

C. Wiring and Conduit
1. Provide internal wiring for components of packaged equipment as an integral part of the equipment. Provide power wiring and conduit for field-installed equipment, and motor control equipment, the conduit and wiring connecting such assemblies, or other power sources to equipment. Power and Control wiring and conduit shall be provided under Division 16 and shall conform to the requirements of the section specifying the associated equipment.
2. All wiring in finished areas shall be run concealed in ceilings, walls or floors unless otherwise indicated.

D. New Work
1. Provide electrical components of mechanical equipment, such as motors, motor starters, control or push-button stations, float or pressure switches, solenoid valves, integral disconnects, and other devices functioning to control mechanical equipment, as well as control wiring and conduit to conform with the requirements of the section covering the mechanical equipment. Extended voltage range motors shall not be permitted. The interconnecting power wiring and conduit, control wiring and conduit, the motor control equipment and the electrical power circuits shall be provided under Division 16, except internal wiring for components of packaged equipment shall be provided as an integral part of the equipment. When motors and equipment furnished are larger than sizes indicated, provide any required changes to the electrical service as may be necessary and related work as a part of the work for the section specifying that motor or equipment.

E. Lockout Requirements
1. Provide disconnecting means capable of being locked out for machines and other equipment to prevent unexpected startup or release of stored energy in accordance with 29 CFR 1910.147. Mechanical isolation of machines and other equipment shall be in accordance with requirements of Division 15, "Mechanical."

1.14 THROUGH-PENETRATION FIRESTOP SYSTEMS

A. Fire-stopping systems shall be submitted as shop drawing.

B. Penetrations through fire-rated walls, ceiling or floors and penetrations through smoke barriers, smoke resistive construction, and construction enclosing compartmentalized areas involving both empty openings, openings containing penetration items, and openings due to flue decks shall be sealed with a U.L. approved fire-stop fitting classified for an hourly rating equivalent to the fire rating of the wall, ceiling or floor.

C. Thruwall and floor seals shall be used to provide a positive means of sealing pipes or ducts which pass through the concrete foundation of a structure below grade or below ground water level. Seals shall also be used at entry points through concrete walls or floors which must be sealed.

PART 2 PRODUCTS

2.1 NOT USED

PART 3 EXECUTION

3.1 INSTALLATION

A. Install in accordance with manufacturer's instructions.

3.2 CLEANING

A. Clean the entire installation at substantial completion .

B. Protect installed equipment from subsequent construction operations.

END OF SECTION

# SECTION 260519 - LOW-VOLTAGE POWER CONDUCTORS & CABLES (600 V & LESS)

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Single conductor building wire.

B. Nonmetallic-sheathed cable.

C. Armored cable.

D. Wire and cable for 600 volts and less.

E. Wiring connectors.

F. Electrical tape.

G. Wire pulling lubricant.

### 1.3 SUBMITTALS

A. Product Data: Provide for each cable assembly type.

## PART 2 PRODUCTS

### 2.1 CONDUCTOR AND CABLE APPLICATIONS

A. Do not use conductors and cables for applications other than as permitted by NFPA 70 and product listing.

B. Provide single conductor building wire installed in suitable raceway unless otherwise indicated, permitted, or required.

C. Nonmetallic-sheathed cable is permitted only as follows:
   1. Where not otherwise restricted, may be used:
      a. For branch circuit wiring in dry locations within one- and two-family dwellings and their attached or detached garages, and their storage buildings.
   2. In addition to other applicable restrictions, may not be used:
      a. Where exposed to damage.

b. For damp, wet, or corrosive locations.

D. Armored cable is permitted only as follows:
1. Where not otherwise restricted, may be used:
a. Where concealed above accessible ceilings for final connections from junction boxes to luminaires.
1) Maximum Length: 6 feet.
b. Where concealed in hollow stud walls and above accessible ceilings for branch circuits up to 20 A.
2. In addition to other applicable restrictions, may not be used:
a. Where exposed to damage.
b. For damp, wet, or corrosive locations.

E. Conductor sizes are based on copper. Aluminum condustors will not be accepted.

2.2 CONDUCTOR AND CABLE MANUFACTURERS

A. Cerro Wire LLC: www.cerrowire.com.

B. Industrial Wire & Cable, Inc: www.iewc.com.

C. Southwire Company: www.southwire.com.

D. Substitutions: See Section 016000 - Product Requirements.

2.3 CONDUCTOR AND CABLE GENERAL REQUIREMENTS

A. Provide products that comply with requirements of NFPA 70.

B. Provide products listed and classified by Underwriters Laboratories Inc. as suitable for the purpose indicated.

C. Unless specifically indicated to be excluded, provide all required conduit, boxes, wiring, connectors, etc. as required for a complete operating system.

D. Comply with NEMA WC 70.

E. Thermoplastic-Insulated Conductors and Cables: Listed and labeled as complying with UL 83.

F. Thermoset-Insulated Conductors and Cables: Listed and labeled as complying with UL 44.

G. Conductor Material:
1. Copper Conductors: Soft drawn annealed, 98 percent conductivity, uncoated copper conductors complying with ASTM B3, ASTM B8, or ASTM B787/B 787M unless otherwise indicated.
2. Tinned Copper Conductors: Comply with ASTM B33.

H. Minimum Conductor Size:
1. Branch Circuits: 12 AWG.
   a. Exceptions:
      1) 20 A, 120 V circuits longer than 75 feet: 10 AWG, for voltage drop.
      2) 20 A, 120 V circuits longer than 150 feet: 8 AWG, for voltage drop.
2. Control Circuits: 14 AWG.

I. Conductor Color Coding:
1. Color code conductors as indicated unless otherwise required by the authority having jurisdiction. Maintain consistent color coding throughout project.
2. Color Coding Method: Integrally colored insulation.
3. Color Code:
   a. 120/240 V, 1 Phase, 3 Wire System:
      1) Phase A: Black.
      2) Phase B: Red.
      3) Neutral/Grounded: White.
   b. Equipment Ground, All Systems: Green.
   c. For control circuits, comply with manufacturer's recommended color code.

2.4 SINGLE CONDUCTOR BUILDING WIRE

A. Manufacturers:
1. Copper Building Wire:
   a. Cerro Wire LLC: www.cerrowire.com.
   b. Encore Wire Corporation: www.encorewire.com.
   c. Southwire Company: www.southwire.com.

B. Description: Single conductor insulated wire.

C. Conductor Stranding:
1. Feeders and Branch Circuits:
   a. Size 10 AWG and Smaller: Solid.
   b. Size 8 AWG and Larger: Stranded.

D. Insulation Voltage Rating: 600 V.

E. Insulation:
1. Copper Building Wire: Type THHN/THWN or THHN/THWN-2.

F. Conductor: Copper.

G. Insulation Voltage Rating: 600 volts.

H. Insulation: NFPA 70, Type THHN/THWN.

2.5 NONMETALLIC-SHEATHED CABLE

A. Manufacturers:
1. Cerro Wire LLC: www.cerrowire.com.
2. Encore Wire Corporation: www.encorewire.com.
3. Southwire Company: www.southwire.com.

B. Description: NFPA 70, Type NM multiple-conductor cable listed and labeled as complying with UL 719, Type NM-B.

C. Conductor Stranding:
1. Size 10 AWG and Smaller: Solid.
2. Size 8 AWG and Larger: Stranded.

D. Insulation Voltage Rating: 600 V.

2.6 ARMORED CABLE

A. Manufacturers:
1. AFC Cable Systems Inc: www.afcweb.com.
2. Encore Wire Corporation: www.encorewire.com.
3. Southwire Company: www.southwire.com.

B. Description: NFPA 70, Type AC cable listed and labeled as complying with UL 4, and listed for use in classified firestop systems to be used.

C. Conductor Stranding:
1. Size 10 AWG and Smaller: Solid.
2. Size 8 AWG and Larger: Stranded.

D. Insulation Voltage Rating: 600 V.

E. Insulation: Type THHN.

F. Grounding: Combination of interlocking armor and integral bonding wire.

G. Armor: Steel, interlocked tape.

2.7 WIRING CONNECTORS

A. Description: Wiring connectors appropriate for the application, suitable for use with the conductors to be connected, and listed as complying with UL 486A-486B or UL 486C as applicable.

B. Wiring Connectors for Splices and Taps:
1. Copper Conductors Size 8 AWG and Smaller: Use twist-on insulated spring connectors.

2. Copper Conductors Size 6 AWG and Larger: Use mechanical connectors or compression connectors.

C. Wiring Connectors for Terminations:
1. Provide terminal lugs for connecting conductors to equipment furnished with terminations designed for terminal lugs.
2. Provide compression adapters for connecting conductors to equipment furnished with mechanical lugs when only compression connectors are specified.
3. Where over-sized conductors are larger than the equipment terminations can accommodate, provide connectors suitable for reducing to appropriate size, but not less than required for the rating of the overcurrent protective device.
4. Provide motor pigtail connectors for connecting motor leads in order to facilitate disconnection.

D. Do not use insulation-piercing or insulation-displacement connectors designed for use with conductors without stripping insulation.

E. Do not use push-in wire connectors as a substitute for twist-on insulated spring connectors.

F. Twist-on Insulated Spring Connectors: Rated 600 V, 221 degrees F for standard applications and 302 degrees F for high temperature applications; pre-filled with sealant and listed as complying with UL 486D for damp and wet locations.
1. Manufacturers:
a. 3M: www.3m.com.
b. Ideal Industries, Inc: www.idealindustries.com.
c. NSI Industries LLC: www.nsiindustries.com.

G. Mechanical Connectors: Provide bolted type or set-screw type.
1. Manufacturers:
a. Burndy: www.burndy.com.
b. Ilsco: www.ilsco.com.
c. Thomas & Betts Corporation: www.tnb.com.

H. Compression Connectors: Provide circumferential type or hex type crimp configuration.
1. Manufacturers:
a. Burndy: www.burndy.com.
b. Ilsco: www.ilsco.com.
c. Thomas & Betts Corporation: www.tnb.com.

I. Crimped Terminals: Nylon-insulated, with insulation grip and terminal configuration suitable for connection to be made.
1. Manufacturers:
a. Burndy: www.burndy.com.
b. Ilsco: www.ilsco.com.
c. Thomas & Betts Corporation: www.tnb.com.

## 2.8 WIRING ACCESSORIES

A. Electrical Tape:
1. Manufacturers:

a. 3M: www.3m.com.
b. Plymouth Rubber Europa: www.plymouthrubber.com.

2. Vinyl Insulating Electrical Tape: Complying with ASTM D3005 and listed as complying with UL 510; minimum thickness of 7 mil; resistant to abrasion, corrosion, and sunlight; conformable for application down to 0 degrees F and suitable for continuous temperature environment up to 221 degrees F.

B. Wire Pulling Lubricant: Listed; suitable for use with the conductors or cables to be installed and suitable for use at the installation temperature.

C. Spring Wire Connectors:

D. Compression Connectors:

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that interior of building has been protected from weather.

B. Verify that work likely to damage wire and cable has been completed.

C. Verify that raceways, boxes, and equipment enclosures are installed and are properly sized to accommodate conductors and cables in accordance with NFPA 70.

D. Verify that raceway installation is complete and supported.

E. Verify that field measurements are as shown on the drawings.

F. Verify that conditions are satisfactory for installation prior to starting work.

3.2 PREPARATION

A. Clean raceways thoroughly to remove foreign materials before installing conductors and cables.

3.3 **INSTALLATION**

A. Circuiting Requirements:
1. All wiring shall be run concealed in finished areas. Install in ceiling spaces, wall stud space or below slab unless specifically indicated otherwise.
2. Unless dimensioned, circuit routing indicated is diagrammatic.
3. When circuit destination is indicated and routing is not shown, determine exact routing required.
4. Arrange circuiting to minimize splices.
5. Include circuit lengths required to install connected devices within 10 ft of location shown.
6. Maintain separation of Class 1, Class 2, and Class 3 remote-control, signaling, and power-limited circuits in accordance with NFPA 70.

B. Install products in accordance with manufacturer's instructions.

C. Install conductors and cable in a neat and workmanlike manner in accordance with NECA 1.

D. Install nonmetallic-sheathed cable (Type NM-B) in accordance with NECA 121.

E. Install armored cable (Type AC) in accordance with NECA 120.

F. Installation in Raceway:
1. Tape ends of conductors and cables to prevent infiltration of moisture and other contaminants.
2. Pull all conductors and cables together into raceway at same time.
3. Do not damage conductors and cables or exceed manufacturer's recommended maximum pulling tension and sidewall pressure.
4. Use suitable wire pulling lubricant where necessary, except when lubricant is not recommended by the manufacturer.

G. Exposed Cable Installation (only where specifically permitted):
1. Route cables parallel or perpendicular to building structural members and surfaces.
2. Protect cables from physical damage.

H. Paralleled Conductors: Install conductors of the same length and terminate in the same manner.

I. Secure and support conductors and cables in accordance with NFPA 70 using suitable supports and methods approved by the authority having jurisdiction. Provide independent support from building structure. Do not provide support from raceways, piping, ductwork, or other systems.

J. Terminate cables using suitable fittings.
1. Armored Cable (Type AC):
   a. Use listed fittings and anti-short, insulating bushings.
   b. Cut cable armor only using specialized tools to prevent damaging conductors or insulation. Do not use hacksaw or wire cutters to cut armor.

K. Install conductors with a minimum of 12 inches of slack at each outlet.

L. Where conductors are installed in enclosures for future termination by others, provide a minimum of 5 feet of slack.

M. Neatly train and bundle conductors inside boxes, wireways, panelboards and other equipment enclosures.

N. Group or otherwise identify neutral/grounded conductors with associated ungrounded conductors inside enclosures in accordance with NFPA 70.

O. Make wiring connections using specified wiring connectors.
1. Make splices and taps only in accessible boxes. Do not pull splices into raceways or make splices in conduit bodies or wiring gutters.

2. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors.
3. Do not remove conductor strands to facilitate insertion into connector.
4. Clean contact surfaces on conductors and connectors to suitable remove corrosion, oxides, and other contaminates. Do not use wire brush on plated connector surfaces.
5. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
6. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.

P. Insulate splices and taps that are made with uninsulated connectors using methods suitable for the application, with insulation and mechanical strength at least equivalent to unspliced conductors.
1. Dry Locations: Use insulating covers specifically designed for the connectors, electrical tape, or heat shrink tubing.
   a. For taped connections, first apply adequate amount of rubber splicing electrical tape or electrical filler tape, followed by outer covering of vinyl insulating electrical tape.
   b. For taped connections likely to require re-entering, including motor leads, first apply varnished cambric electrical tape, followed by adequate amount of rubber splicing electrical tape, followed by outer covering of vinyl insulating electrical tape.
2. Damp Locations: Use insulating covers specifically designed for the connectors, electrical tape, or heat shrink tubing.
   a. For connections with insulating covers, apply outer covering of moisture sealing electrical tape.
   b. For taped connections, follow same procedure as for dry locations but apply outer covering of moisture sealing electrical tape.

Q. Insulate ends of spare conductors using vinyl insulating electrical tape.

R. Color Code Legend: Provide identification label identifying color code for ungrounded conductors at each piece of feeder or branch-circuit distribution equipment when premises has feeders or branch circuits served by more than one nominal voltage system.

S. Provide wire and cable markers identifying circuit number or other designation indicated at the following locations:
1. At each source and load connection.
2. Within boxes when more than one circuit is present.
3. Within equipment enclosures when conductors and cables enter or leave the enclosure.

T. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified.

U. Unless specifically indicated to be excluded, provide final connections to all equipment and devices, including those furnished by others, as required for a complete operating system.

V. Install wire and cable securely, in a neat and workmanlike manner, as specified in NECA 1.

W. Route wire and cable as required to meet project conditions.
1. Wire and cable routing indicated is approximate unless dimensioned.
2. Where wire and cable destination is indicated and routing is not shown, determine exact routing and lengths required.

3. Include wire and cable of lengths required to install connected devices within 10 ft of location shown.

X. Use wiring methods indicated.

Y. Pull all conductors into raceway at same time.

Z. Use suitable wire pulling lubricant for building wire 4 AWG and larger.

AA. Neatly train and lace wiring inside boxes, equipment, and panelboards.

AB. Clean conductor surfaces before installing lugs and connectors.

AC. Make splices, taps, and terminations to carry full ampacity of conductors with no perceptible temperature rise.

AD. Use split bolt connectors for copper conductor splices and taps, 6 AWG and larger. Tape uninsulated conductors and connector with electrical tape to 150 percent of insulation rating of conductor.

AE. Use solderless pressure connectors with insulating covers for copper conductor splices and taps, 8 AWG and smaller.

AF. Use insulated spring wire connectors with plastic caps for copper conductor splices and taps, 10 AWG and smaller.

AG. Identify and color code wire and cable under provisions of Section 260553. Identify each conductor with its circuit number or other designation indicated.

3.4 FIELD QUALITY CONTROL

A. Inspect and test in accordance with NETA ATS, except Section 4.

B. Perform inspections and tests listed in NETA ATS, Section 7.3.2. The insulation resistance test is required for all conductors. The resistance test for parallel conductors listed as optional is not required.

C. Correct deficiencies and replace damaged or defective conductors and cables.

END OF SECTION

# SECTION 260526 - GROUNDING AND BONDING FOR ELECTRICAL SYSTEMS

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Grounding and bonding requirements.

B. Conductors for grounding and bonding.

C. Connectors for grounding and bonding.

## PART 2 PRODUCTS

### 2.1 GROUNDING AND BONDING REQUIREMENTS

A. Do not use products for applications other than as permitted by NFPA 70 and product listing.

B. Unless specifically indicated to be excluded, provide all required components, conductors, connectors, conduit, boxes, fittings, supports, accessories, etc. as necessary for a complete grounding and bonding system.

C. Where conductor size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.

D. Grounding System Resistance:
1. Achieve specified grounding system resistance under normally dry conditions unless otherwise approved by Quisenberry Arcari Architects. Precipitation within the previous 48 hours does not constitute normally dry conditions.

E. Bonding and Equipment Grounding:
1. Provide bonding for equipment grounding conductors, equipment ground busses, metallic equipment enclosures, metallic raceways and boxes, device grounding terminals, and other normally non-current-carrying conductive materials enclosing electrical conductors/equipment or likely to become energized as indicated and in accordance with NFPA 70.
2. Provide insulated equipment grounding conductor in each feeder and branch circuit raceway. Do not use raceways as sole equipment grounding conductor.
3. Where circuit conductor sizes are increased for voltage drop, increase size of equipment grounding conductor proportionally in accordance with NFPA 70.
4. Unless otherwise indicated, connect wiring device grounding terminal to branch circuit equipment grounding conductor and to outlet box with bonding jumper.

5. Terminate branch circuit equipment grounding conductors on solidly bonded equipment ground bus only. Do not terminate on neutral (grounded) or isolated/insulated ground bus.
6. Provide bonding jumper across expansion or expansion/deflection fittings provided to accommodate conduit movement.

2.2 GROUNDING AND BONDING COMPONENTS

A. General Requirements:
1. Provide products listed, classified, and labeled by Underwriter's Laboratories Inc. (UL) or testing firm acceptable to authority having jurisdiction as suitable for the purpose indicated.
2. Provide products listed and labeled as complying with UL 467 where applicable.

B. Conductors for Grounding and Bonding, in addition to requirements of Section 260519:
1. Use insulated copper conductors unless otherwise indicated.

C. Connectors for Grounding and Bonding:
1. Description: Connectors appropriate for the application and suitable for the conductors and items to be connected; listed and labeled as complying with UL 467.
2. Unless otherwise indicated, use mechanical connectors or compression connectors for accessible connections.

2.3 CONNECTORS AND ACCESSORIES

A. Mechanical Connectors: Bronze.

B. Wire: Stranded copper.

C. Grounding Electrode Conductor: Size to meet NFPA 70 requirements.

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that work likely to damage grounding and bonding system components has been completed.

B. Verify that field measurements are as shown on the drawings.

C. Verify that conditions are satisfactory for installation prior to starting work.

D. Verify existing conditions prior to beginning work.

3.2 INSTALLATION

A. Install products in accordance with manufacturer's instructions.

B. Install grounding and bonding system components in a neat and workmanlike manner in accordance with NECA 1.

C. Make grounding and bonding connections using specified connectors.
   1. Remove appropriate amount of conductor insulation for making connections without cutting, nicking or damaging conductors. Do not remove conductor strands to facilitate insertion into connector.
   2. Remove nonconductive paint, enamel, or similar coating at threads, contact points, and contact surfaces.
   3. Mechanical Connectors: Secure connections according to manufacturer's recommended torque settings.
   4. Compression Connectors: Secure connections using manufacturer's recommended tools and dies.

D. Equipment Grounding Conductor: Provide separate, insulated conductor within each feeder and branch circuit raceway. Terminate each end on suitable lug, bus, or bushing.

3.3 FIELD QUALITY CONTROL

A. Inspect and test in accordance with NETA ATS except Section 4.

B. Perform inspections and tests listed in NETA ATS, Section 7.13.

C. Perform ground electrode resistance tests under normally dry conditions. Precipitation within the previous 48 hours does not constitute normally dry conditions.

D. Investigate and correct deficiencies where measured ground resistances do not comply with specified requirements.

END OF SECTION

# SECTION 260529 - HANGERS AND SUPPORTS FOR ELECTRICAL SYSTEMS

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

A. The Contractor, Subcontractors and/or suppliers providing goods or service referenced in or related to this Section shall also be bound by the Documents identified in Division 1 Section "Summary", Paragrapgh 1.1A, entitled "Related Documents."

### 1.2 SECTION INCLUDES

A. Support and attachment components for equipment, conduit, cable, boxes, and other electrical work.

## PART 2 PRODUCTS

### 2.1 SUPPORT AND ATTACHMENT COMPONENTS

A. General Requirements:
1. Provide all required hangers, supports, anchors, fasteners, fittings, accessories, and hardware as necessary for the complete installation of electrical work.
2. Provide products listed, classified, and labeled by Underwriter's Laboratories Inc. (UL) or testing firm acceptable to authority having jurisdiction as suitable for the purpose indicated, where applicable.
3. Where support and attachment component types and sizes are not indicated, select in accordance with manufacturer's application criteria as required for the load to be supported with a minimum safety factor of 2. Include consideration for vibration, equipment operation, and shock loads where applicable.
4. Do not use products for applications other than as permitted by NFPA 70 and product listing.
5. Steel Components: Use corrosion resistant materials suitable for the environment where installed.
   a. Zinc-Plated Steel: Electroplated in accordance with ASTM B633.
   b. Galvanized Steel: Hot-dip galvanized after fabrication in accordance with ASTM A123/A123M or ASTM A153/A153M.

B. Conduit and Cable Supports: Straps, clamps, etc. suitable for the conduit or cable to be supported.
1. Conduit Straps: One-hole or two-hole type; steel or malleable iron.
2. Conduit Clamps: Bolted type unless otherwise indicated.

C. Outlet Box Supports: Hangers, brackets, etc. suitable for the boxes to be supported.

D. Metal Channel (Strut) Framing Systems: Factory-fabricated continuous-slot metal channel (strut) and associated fittings, accessories, and hardware required for field-assembly of supports.
1. Comply with MFMA-4.

E. Hanger Rods: Threaded zinc-plated steel unless otherwise indicated.

F. Anchors and Fasteners:

1. Unless otherwise indicated and where not otherwise restricted, use the anchor and fastener types indicated for the specified applications.
2. Hollow Masonry: Use toggle bolts.
3. Hollow Stud Walls: Use toggle bolts.
4. Steel: Use beam clamps, machine bolts, or welded threaded studs.
5. Wood: Use wood screws.

2.2 MANUFACTURERS

A. Thomas & Betts Corporation: www.tnb.com.

B. Threaded Rod Company: www.threadedrod.com.

C. Caddy Fasteners: www.erico.com.

2.3 MATERIALS

A. Hangers, Supports, Anchors, and Fasteners - General: Corrosion-resistant materials of size and type adequate to carry the loads of equipment and conduit, including weight of wire in conduit.

B. Supports: Fabricated of structural steel or formed steel members; galvanized.

C. Anchors and Fasteners:
1. Obtain permission from Quisenberry Arcari Architects before using powder-actuated anchors.
2. Concrete Structural Elements: Use precast inserts, expansion anchors, powder-actuated anchors, or preset inserts.
3. Steel Structural Elements: Use beam clamps, steel spring clips, steel ramset fasteners, or welded fasteners.
4. Concrete Surfaces: Use self-drilling anchors or expansion anchors.
5. Hollow Masonry, Plaster, and Gypsum Board Partitions: Use toggle bolts or hollow wall fasteners.
6. Solid Masonry Walls: Use expansion anchors or preset inserts.
7. Wood Elements: Use wood screws.

D. Formed Steel Channel:

E. Powder-Actuated Anchors:

F. Steel Spring Clips:

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that mounting surfaces are ready to receive support and attachment components.

B. Verify that conditions are satisfactory for installation prior to starting work.

3.2 INSTALLATION

A. Install products in accordance with manufacturer's instructions.

B. Install support and attachment components in a neat and workmanlike manner in accordance with NECA 1.

C. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.

D. Do not penetrate or otherwise notch or cut structural members without approval of Structural Engineer.

E. Equipment Support and Attachment:
1. Use metal fabricated supports or supports assembled from metal channel (strut) to support equipment as required.
2. Use metal channel (strut) secured to studs to support equipment surface-mounted on hollow stud walls when wall strength is not sufficient to resist pull-out.
3. Use metal channel (strut) to support surface-mounted equipment in wet or damp locations to provide space between equipment and mounting surface.

F. Conduit Support and Attachment: Also comply with Section 260534.

G. Secure fasteners according to manufacturer's recommended torque settings.

H. Remove temporary supports.

3.3 FIELD QUALITY CONTROL

A. Inspect support and attachment components for damage and defects.

B. Repair cuts and abrasions in galvanized finishes using zinc-rich paint recommended by manufacturer. Replace components that exhibit signs of corrosion.

C. Correct deficiencies and replace damaged or defective support and attachment components.
1. Do not drill or cut structural members.

END OF SECTION

# SECTION 260534 - CONDUIT

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Flexible metal conduit (FMC).

B. Liquidtight flexible metal conduit (LFMC).

C. Electrical metallic tubing (EMT).

D. Conduit fittings.

E. Conduit, fittings and conduit bodies.

### 1.3 SUBMITTALS

A. Product Data: Provide for flexible metal conduit, liquidtight flexible metal conduit, metallic tubing, fittings, and conduit bodies.

B. Project Record Documents: Accurately record actual routing of conduits larger than 2 inches.

## PART 2 PRODUCTS

### 2.1 CONDUIT REQUIREMENTS

A. Provide all conduit, fittings, supports, and accessories required for a complete raceway system.

B. Provide products listed, classified, and labeled by Underwriter's Laboratories Inc. (UL) or testing firm acceptable to authority having jurisdiction as suitable for the purpose indicated.

C. Where conduit size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.

### 2.2 FLEXIBLE METAL CONDUIT (FMC)

A. Manufacturers:
1. AFC Cable Systems, Inc: www.afcweb.com.

2. Electri-Flex Company: www.electriflex.com.
3. International Metal Hose: www.metalhose.com.

B. Description: NFPA 70, Type FMC standard wall steel flexible metal conduit listed and labeled as complying with UL 1, and listed for use in classified firestop systems to be used.

C. Fittings:
1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
2. Material: Use steel or malleable iron.

D. Description: Interlocked steel construction.

E. Fittings: NEMA FB 1.

2.3 LIQUIDTIGHT FLEXIBLE METAL CONDUIT (LFMC)

A. Manufacturers:
1. AFC Cable Systems, Inc: www.afcweb.com.
2. Electri-Flex Company: www.electriflex.com.
3. International Metal Hose: www.metalhose.com.

B. Description: NFPA 70, Type LFMC polyvinyl chloride (PVC) jacketed steel flexible metal conduit listed and labeled as complying with UL 360.

C. Fittings:
1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.
2. Material: Use steel or malleable iron.

D. Description: Interlocked steel construction with PVC jacket.

E. Fittings: NEMA FB 1.

2.4 ELECTRICAL METALLIC TUBING (EMT)

A. Manufacturers:
1. Allied Tube & Conduit: www.alliedeg.com.
2. Republic Conduit: www.republic-conduit.com.
3. Wheatland Tube Company: www.wheatland.com.

B. Description: NFPA 70, Type EMT steel electrical metallic tubing complying with ANSI C80.3 and listed and labeled as complying with UL 797.

C. Fittings:
1. Description: Fittings complying with NEMA FB 1 and listed and labeled as complying with UL 514B.

2. Material: Use steel or malleable iron.
3. Connectors and Couplings: Use compression (gland) or set-screw type.
   a. Do not use indenter type connectors and couplings.

PART 3 EXECUTION

3.1 EXAMINATION

A. All conduits shall be run concealed in finished areas. Install in ceiling spaces, wall stud space or below slab unless specifically indicated otherwise.

B. Verify that field measurements are as shown on drawings.

C. Verify that mounting surfaces are ready to receive conduits.

D. Verify that conditions are satisfactory for installation prior to starting work.

E. Verify routing and termination locations of conduit prior to rough-in.

3.2 INSTALLATION

A. Install products in accordance with manufacturer's instructions.

B. Install conduit in a neat and workmanlike manner in accordance with NECA 1.

C. Conduit Support:
1. Secure and support conduits in accordance with NFPA 70 and Section 260529 using suitable supports and methods approved by the authority having jurisdiction.
2. Provide independent support from building structure. Do not provide support from piping, ductwork, or other systems.

D. Connections and Terminations:
1. Use suitable adapters where required to transition from one type of conduit to another.
2. Provide drip loops for liquidtight flexible conduit connections to prevent drainage of liquid into connectors.
3. Provide insulating bushings or insulated throats at all conduit terminations to protect conductors.
4. Secure joints and connections to provide maximum mechanical strength and electrical continuity.

E. Penetrations:
1. Do not penetrate or otherwise notch or cut structural members, including footings and grade beams, without approval of Structural Engineer.
2. Make penetrations perpendicular to surfaces unless otherwise indicated.
3. Provide sleeves for penetrations as indicated or as required to facilitate installation. Set sleeves flush with exposed surfaces unless otherwise indicated or required.
4. Conceal bends for conduit risers emerging above ground.
5. Seal interior of conduits entering the building from underground at first accessible point to prevent entry of moisture and gases.

6. Where conduits penetrate waterproof membrane, seal as required to maintain integrity of membrane.
7. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified in Section 078400.

F. Conduit Movement Provisions: Where conduits are subject to movement, provide expansion and expansion/deflection fittings to prevent damage to enclosed conductors or connected equipment. This includes, but is not limited to:
1. Where conduits cross structural joints intended for expansion, contraction, or deflection.

G. Provide grounding and bonding in accordance with Section 260526.

END OF SECTION

# SECTION 260537 - BOXES

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Outlet and device boxes up to 100 cubic inches, including those used as junction and pull boxes.

B. Cabinets and enclosures, including junction and pull boxes larger than 100 cubic inches.

C. Wall and ceiling outlet boxes.

D. Pull and junction boxes.

### 1.3 SUBMITTALS

A. Product Data: Provide manufacturer's standard catalog pages and data sheets for outlet and device boxes and junction and pull boxes.

## PART 2 PRODUCTS

### 2.1 BOXES

A. General Requirements:
1. Do not use boxes and associated accessories for applications other than as permitted by NFPA 70 and product listing.
2. Provide all boxes, fittings, supports, and accessories required for a complete raceway system and to accommodate devices and equipment to be installed.
3. Provide products listed, classified, and labeled by Underwriter's Laboratories Inc. (UL) or testing firm acceptable to authority having jurisdiction as suitable for the purpose indicated.
4. Where box size is not indicated, size to comply with NFPA 70 but not less than applicable minimum size requirements specified.
5. Provide grounding terminals within boxes where equipment grounding conductors terminate.

B. Outlet and Device Boxes Up to 100 cubic inches, Including Those Used as Junction and Pull Boxes:
1. Use sheet-steel boxes for dry locations unless otherwise indicated or required.
2. Use cast iron boxes or cast aluminum boxes for damp or wet locations unless otherwise indicated or required; furnish with compatible weatherproof gasketed covers.
3. Use suitable concrete type boxes where flush-mounted in concrete.
4. Use suitable masonry type boxes where flush-mounted in masonry walls.
5. Use raised covers suitable for the type of wall construction and device configuration where required.

6. Use shallow boxes where required by the type of wall construction.
7. Do not use "through-wall" boxes designed for access from both sides of wall.
8. Sheet-Steel Boxes: Comply with NEMA OS 1, and list and label as complying with UL 514A.
9. Cast Metal Boxes: Comply with NEMA FB 1, and list and label as complying with UL 514A; furnish with threaded hubs.
10. Boxes for Supporting Luminaires and Ceiling Fans: Listed as suitable for the type and weight of load to be supported; furnished with fixture stud to accommodate mounting of luminaire where required.
11. Boxes for Ganged Devices: Use multigang boxes of single-piece construction. Do not use field-connected gangable boxes.
12. Wall Plates: Comply with Section 262726.

2.2 MANUFACTURERS

A. Appleton Electric: www.appletonelec.com.

B. Arc-Co./Division of Arcade Technology: www.arc-co.com.

C. Unity Manufacturing: www.unitymfg.com.

D. Substitutions: See Section 016000 - Product Requirements.

2.3 OUTLET BOXES

A. Sheet Metal Outlet Boxes: NEMA OS 1, galvanized steel.
1. Luminaire and Equipment Supporting Boxes: Rated for weight of equipment supported; include 1/2 inch male fixture studs where required.
2. Concrete Ceiling Boxes: Concrete type.

B. Cast Boxes: NEMA FB 1, Type FD, aluminum. Provide gasketed cover by box manufacturer. Provide threaded hubs.

C. Wall Plates for Finished Areas: As specified in Section 262726.

D. Floor Boxes: NEMA OS 1, fully adjustable, minimum 1-1/2 inches deep.

E. Material: Cast metal.

F. Shape: Rectangular.

G. Service Fittings: As specified in Section 262726.

2.4 PULL AND JUNCTION BOXES

A. Sheet Metal Boxes: NEMA OS 1, galvanized steel.

B. Surface Mounted Cast Metal Box: NEMA 250, Type 4X; flat-flanged, surface mounted junction box:
1. Material: Cast aluminum.
2. Cover: Furnish with ground flange, neoprene gasket, and stainless steel cover screws.
3. Material: Cast aluminum.
4. Cover: Smooth cover with neoprene gasket and stainless steel cover screws.
5. Cover Legend: "ELECTRIC".

PART 3 EXECUTION

3.1 EXAMINATION

A. Verify that mounting surfaces are ready to receive boxes.

B. Verify that conditions are satisfactory for installation prior to starting work.

C. Verify locations of floor boxes and outlets in offices and work areas prior to rough-in.

3.2 INSTALLATION

A. Install products in accordance with manufacturer's instructions.

B. Perform work in a neat and workmanlike manner in accordance with NECA 1 and, where applicable, NECA 130, including mounting heights specified in those standards where mounting heights are not indicated.

C. Arrange equipment to provide minimum clearances in accordance with manufacturer's instructions and NFPA 70.

D. Unless otherwise indicated, provide separate boxes for line voltage and low voltage systems.

E. Box Supports:
1. Secure and support boxes in accordance with NFPA 70 and Section 260529 using suitable supports and methods approved by the authority having jurisdiction.
2. Provide independent support from building structure except for cast metal boxes (other than boxes used for fixture support) supported by threaded conduit connections in accordance with NFPA 70. Do not provide support from piping, ductwork, or other systems.

F. Install boxes plumb and level.

G. Flush-Mounted Boxes:
1. Install boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that front edge of box or associated raised cover is not set back from finished surface more than 1/4 inch or does not project beyond finished surface.
2. Install boxes in combustible materials such as wood so that front edge of box or associated raised cover is flush with finished surface.

3. Repair rough openings around boxes in noncombustible materials such as concrete, tile, gypsum, plaster, etc. so that there are no gaps or open spaces greater than 1/8 inch at the edge of the box.

H. Install boxes as required to preserve insulation integrity.

I. Install permanent barrier between ganged wiring devices when voltage between adjacent devices exceeds 300 V.

J. Install firestopping to preserve fire resistance rating of partitions and other elements, using materials and methods specified.

K. Close unused box openings.

L. Install blank wall plates on junction boxes and on outlet boxes with no devices or equipment installed or designated for future use.

M. Provide grounding and bonding in accordance with Section 260526.

N. Set wall mounted boxes at elevations to accommodate mounting heights indicated.
1. Adjust box locations up to 10 feet if required to accommodate intended purpose.

O. Inaccessible Ceiling Areas: Install outlet and junction boxes no more than 6 inches from ceiling access panel or from removable recessed luminaire.

P. Coordinate mounting heights and locations of outlets mounted above counters, benches, and backsplashes.

Q. Locate outlet boxes to allow luminaires positioned as shown on reflected ceiling plan.

R. Locate outlet boxes so that wall plates do not span different building finishes.
1. Provide minimum 24 inches separation in acoustic rated walls.
2. Provide minimum 24 inches separation in fire rated walls.

S. Do not install flush mounting box back-to-back in walls; provide minimum 6 inches separation. Provide minimum 24 inches separation in acoustic rated walls.

T. Secure flush mounting box to interior wall and partition studs. Accurately position to allow for surface finish thickness.

U. Use stamped steel bridges to fasten flush mounting outlet box between studs.

V. Install flush mounting box without damaging wall insulation or reducing its effectiveness.

W. Use adjustable steel channel fasteners for hung ceiling outlet box.

X. Do not fasten boxes to ceiling support wires.

Y. Use gang box with plaster ring for single device outlets.

Z. Use cast outlet box in exterior locations exposed to the weather and wet locations.

3.3 ADJUSTING

A. Install knockout closures in unused box openings.

3.4 CLEANING

A. Clean interior of boxes to remove dirt, debris, plaster and other foreign material.

3.5 PROTECTION

A. Immediately after installation, protect boxes from entry of moisture and foreign material until ready for installation of conductors.

B. Clean exposed surfaces and restore finish.

END OF SECTION

# SECTION 262726 - WIRING DEVICES

## PART 1 GENERAL

### 1.1 RELATED DOCUMENTS

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

### 1.2 SECTION INCLUDES

A. Wall switches.

B. Receptacles.

C. Wall plates.

D. Floor box service fittings.

### 1.3 SUBMITTALS

A. Product Data: Provide manufacturer's catalog information showing dimensions, colors, and configurations.

B. Manufacturer's Installation Instructions: Indicate application conditions and limitations of use stipulated by product testing agency. Include instructions for storage, handling, protection, examination, preparation, and installation of product.

### 1.4 DELIVERY, STORAGE, AND PROTECTION

A. Store in a clean, dry space in original manufacturer's packaging until ready for installation.

B. Products: Provide products listed and classified by Underwriters Laboratories, Inc. as suitable for the purpose specified and indicated.

## PART 2 PRODUCTS

### 2.1 MANUFACTURERS

A. Hubbell Incorporated; : www.hubbell-wiring.com.

B. Leviton Manufacturing Company, Inc; : www.leviton.com.

C. Pass & Seymour, a brand of Legrand North America, Inc; : www.legrand.us

D. Source Limitations: Where possible, for each type of wiring device furnish products produced by a single manufacturer and obtained from a single supplier.

2.2 WIRING DEVICE APPLICATIONS

A. Provide wiring devices suitable for intended use and with ratings adequate for load served.

B. For single receptacles installed on an individual branch circuit, provide receptacle with ampere rating not less than that of the branch circuit.

C. Provide weather resistant GFI receptacles with "weatherproof while in use" covers for all receptacles installed outdoors or in damp or wet locations.

D. Provide GFI protection for all receptacles installed within 6 feet of sinks.

E. Provide AFCI protection for all receptacle installed in dwelling unit beadrooms.

2.3 ALL WIRING DEVICES

A. Provide products listed and classified by Underwriters Laboratories Inc. as suitable for the purpose specified and indicated.

B. Finishes:
1. All Wiring Devices: Ivory with ivory nylon wall plate unless otherwise indicated.

2.4 WALL SWITCHES

A. Manufacturers:
1. Hubbell Incorporated; : www.hubbell-wiring.com.
2. Leviton Manufacturing Company, Inc; : www.leviton.com.
3. Pass & Seymour, a brand of Legrand North America, Inc; : www.legrand.us

B. All Wall Switches: AC only, quiet operating, general-use snap switches with silver alloy contacts, complying with NEMA WD 1 and NEMA WD 6, and listed as complying with UL 20 and where applicable, FS W-S-896; types as indicated on the drawings.
1. Wiring Provisions: Terminal screws for side wiring and screw actuated binding clamp for back wiring with separate ground terminal screw.

C. Standard Wall Switches: Industrial specification grade, 20 A, 120/277 V with standard toggle type switch actuator and maintained contacts; single pole single throw, double pole single throw, three way, or four way as indicated on the drawings.

2.5 RECEPTACLES

A. Manufacturers:

1. Hubbell Incorporated; : www.hubbell-wiring.com.
2. Leviton Manufacturing Company, Inc; : www.leviton.com.
3. Lutron Electronics Company, Inc: www.lutron.com.

B. All Receptacles: Self-grounding, complying with NEMA WD 1 and NEMA WD 6, and listed as complying with UL 498, and where applicable, FS W-C-596; types as indicated on the drawings.
1. Wiring Provisions: Terminal screws for side wiring or screw actuated binding clamp for back wiring with separate ground terminal screw.
2. NEMA configurations specified are according to NEMA WD 6.

C. Convenience Receptacles:
1. Standard Convenience Receptacles: Industrial specification grade, 15A, 125V, NEMA 5-15R; single or duplex as indicated on the drawings. All receptacles shall be tamper resistant type.
2. Tamper Resistant Convenience Receptacles: Industrial specification grade, 15A, 125V, NEMA 5-15R, , listed and labeled as tamper resistant type; single or duplex as indicated on the drawings.

D. GFI Receptacles:
1. All GFI Receptacles: Provide with feed-through protection, light to indicate ground fault tripped condition and loss of protection, and list as complying with UL 943, class A.
2. Standard GFI Receptacles: Industrial specification grade, duplex, 15A, 125V, NEMA 5-15R, rectangular decorator style.

E. GFCI Receptacles: Convenience receptacle with integral ground fault circuit interrupter to meet regulatory requirements.

## 2.6 WALL PLATES

A. Manufacturers:
1. Hubbell Incorporated; : www.hubbell-wiring.com.
2. Leviton Manufacturing Company, Inc; : www.leviton.com.
3. Pass & Seymour, a brand of Legrand North America, Inc; : www.legrand.us
4. Substitutions: See Section 016000 - Product Requirements.

B. All Wall Plates: Comply with UL 514D.
1. Configuration: One piece cover as required for quantity and types of corresponding wiring devices.
2. Size: Standard; .
3. Screws: Metal with slotted heads finished to match wall plate finish.

C. Nylon Wall Plates: Smooth finish, high-impact thermoplastic.

D. Weatherproof Cover Plates: Gasketed with hinged cover rated "Weatherproof while in use".

# PART 3 EXECUTION

## 3.1 EXAMINATION

A. Verify that outlet boxes are installed in proper locations and at proper mounting heights and are properly sized to accommodate devices and conductors in accordance with NFPA 70.

B. Verify that wall openings are neatly cut and will be completely covered by wall plates.

C. Verify that final surface finishes are complete, including painting.

D. Verify that branch circuit wiring installation is completed, tested, and ready for connection to wiring devices.

E. Verify that conditions are satisfactory for installation prior to starting work.

3.2 PREPARATION

A. Provide extension rings to bring outlet boxes flush with finished surface.

B. Clean dirt, debris, plaster, and other foreign materials from outlet boxes.

3.3 INSTALLATION

A. Perform work in a neat and workmanlike manner in accordance with NECA 1 and, where applicable, NECA 130, including mounting heights specified in those standards unless otherwise indicated.

B. Coordinate locations of outlet boxes provided under Section 260537 as required for installation of wiring devices provided under this section.

C. Install wiring devices in accordance with manufacturer's instructions.

D. Install permanent barrier between ganged wiring devices when voltage between adjacent devices exceeds 300 V.

E. Where required, connect wiring devices using pigtails not less than 6 inches long. Do not connect more than one conductor to wiring device terminals.

F. Connect wiring devices by wrapping conductor clockwise 3/4 turn around screw terminal and tightening to proper torque specified by the manufacturer. Where present, do not use push-in pressure terminals that do not rely on screw-actuated binding.

G. Unless otherwise indicated, connect wiring device grounding terminal to branch circuit equipment grounding conductor and to outlet box with bonding jumper.

H. Provide GFI receptacles with integral GFI protection at each location indicated. Do not use feed-through wiring to protect downstream devices.

I. Install securely, in a neat and workmanlike manner, as specified in NECA 1.

J. Install wiring devices plumb and level with mounting yoke held rigidly in place.

K. Install wall switches with OFF position down.

L. Install vertically mounted receptacles with grounding pole on top and horizontally mounted receptacles with grounding pole on left.

M. Install wall plates to fit completely flush to wall with no gaps and rough opening completely covered without strain on wall plate. Repair or reinstall improperly installed outlet boxes or improperly sized rough openings. Do not use oversized wall plates in lieu of meeting this requirement.

N. Install blank wall plates on junction boxes and on outlet boxes with no wiring devices installed or designated for future use.

O. Install receptacles with grounding pole on top.

P. Connect wiring device grounding terminal to outlet box with bonding jumper.

Q. Install decorative plates on switch, receptacle, and blank outlets in finished areas.

R. Connect wiring devices by wrapping conductor around screw terminal.

S. Use jumbo size plates for outlets installed in masonry walls.

3.4 INTERFACE WITH OTHER PRODUCTS

A. Coordinate locations of outlet boxes provided under Section 260537 to obtain mounting heights specified.

B. Install convenience receptacle 18 inches above finished floor.

C. Install convenience receptacle 6 inches above counter.

3.5 FIELD QUALITY CONTROL

A. Inspect each wiring device for damage and defects.

B. Operate each wall switch with circuit energized and verify proper operation.

C. Verify that each receptacle device is energized.

D. Test each receptacle to verify operation and proper polarity.

E. Test each GFCI receptacle for proper tripping operation according to manufacturer's instructions.

F. Correct wiring deficiencies and replace damaged or defective wiring devices.

3.6 ADJUSTING

A. Adjust devices and wall plates to be flush and level.

3.7 CLEANING

A. Clean exposed surfaces to remove dirt, paint, or other foreign material and restore to match original factory finish.

END OF SECTION