

PROJECT MANUAL

PROJECT NAME:

DOC 5JD 150 DSM ST Renovation

PROJECT ADDRESS:

150 Des Moines Street
Des Moines, Iowa 50309

PROJECT DATE: August 20, 2026

OWNER:

Iowa Department of Administrative Services
109 Southeast 13th Street
Des Moines, Iowa 50319



Department of
Administrative Services

OWNER PROJECT NUMBER: 9481.00

OWNER REQUEST FOR BID NUMBER: RFB 948100-01

CONSTRUCTION MANAGER:

McGough Construction
217 E 2nd Street, Suite 120
Des Moines, Iowa 50309



McGOUGH

CONSTRUCTION MANAGER PROJECT NUMBER: 101368.013

ARCHITECT:

Horizon Architecture
3116 Alpine Court
Iowa City, Iowa 52245



horizon.
original.
architecture.

ARCHITECT PROJECT NUMBER: G24-041

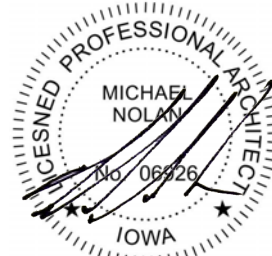
SECTION 00 0107

SEALS PAGE

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge.

Discipline: Architecture

Stamp:



Company Name: Horizon Architecture

Address: 3116 Alpine Court Iowa City, IA 52245

Telephone: 563-506-4965

Name: Michael Nolan, AIA

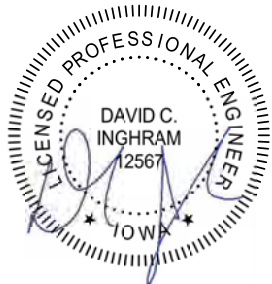
Responsibility: G-101 thru A-601

License#: 06926

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge.

Discipline: Mechanical

Stamp:



Company Name: IMEG

Address: 2882 106th St., Urbandale, IA 50322

Telephone: 515-314-3791

Name: David C. Inghram, PE

Responsibility: M and P Sheets

License#: 12567

END OF SECTION

SECTION 00 0107

SEALS PAGE

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge.

Discipline: Architecture

Stamp:



Company Name: Horizon Architecture

Address: 3116 Alpine Court Iowa City, IA 52245

Telephone: 563-506-4965

Name: Michael Nolan, AIA

Responsibility: G-101 thru A-601

License#: 06926

I hereby certify that the portion of this technical submission described below was prepared by me or under my direct supervision and responsible charge.

Discipline: Electrical

Stamp:



Company Name: IMEG

Address: 2882 106th St., Urbandale, IA 50322

Telephone: 515-334-4317

Name: Tony DeLouis, PE

Responsibility: E and T Sheets

License#: 23167

END OF SECTION

SECTION 00 0110

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END OF SECTION

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H.	A103	FIRST FLOOR RCP
I.	A104	PARTITION SCHEDULE
J.	A105	FIRST FLOOR FINISHES
K.	A106	ACCESS CONTROL KEY PLAN
L.	A401	ENLARGED PLANS
M.	A601	DOOR AND WINDOW SCHEDULES
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O.	M111	LEVEL 01 DEMOLITION PLAN – HVAC
P.	M211	LEVEL 01 PLAN – HVAC
Q.	M400	HVAC DETAILS & SCHEDULES
R.	E000	ELECTRICAL POWER COVERSHEET
S.	E001	ELECTRICAL LIGHTING COVERSHEET
T.	E002	ELECTRICAL SYSTEMS COVERSHEET
U.	E101	LEVEL 01 DEMOLITION PLAN – ELECTRICAL
V.	E211	LEVEL 01 PLAN – LIGHTING
W.	E220	BASEMENT PLAN – POWER
X.	E221	LEVEL 01 PLAN – POWER
Y.	E231	LEVEL 01 PLAN – SYSTEMS
Z.	E400	ELECTRICAL DETAILS
AA.	E500	ELECTRICAL DIAGRAMS
BB.	E600	ELECTRICAL SCHEDULES
CC.	E601	ELECTRICAL SCHEDULES
DD.	E602	ELECTRICAL SCHEDULES
EE.	P000	PLUMBING COVERSHEET
FF.	P101	LEVEL 01 DEMOLITION PLAN – PLUMBING
GG.	P201	LEVEL 01 PLAN – PLUMBING
HH.	P400	PLUMBING DETAILS & SCHEDULES
II.	T000	TECHNOLOGY COVERSHEET
JJ.	T101	LEVEL 01 DEMOLITION PLAN – TECHNOLOGY
KK.	T200	BASEMENT PLAN – TECHNOLOGY
LL.	T201	LEVEL 01 PLAN – TECHNOLOGY
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NN.	T400	TECHNOLOGY DETAILS
OO.	T500	TECHNOLOGY DIAGRAMS
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END OF SECTION

SECTION 00 0116

BID SUBMITTAL CHECKLIST

PART 1 - GENERAL

1.01 BID SUBMITTAL CHECKLIST

- A. The Bidder is responsible for seeing that the bid is submitted online at IMPACS Electronic Procurement System on or before the due date and time specified. Late bids shall not be accepted.
- B. Bids shall be typewritten or in ink. All information requested shall accompany the bid. All blocks shall be completed. Errors shall be lined out and initialed.
- C. The right is reserved to reject any or all bids. The State may waive minor deficiencies or informalities in the best interest of the State of Iowa.
- D. A properly prepared and submitted bid document is the bidder's responsibility.
- E. Bids cannot be changed after the bid opening.
- F. In all cases, no verbal communications by any party will override written communications from the issuing office.
- G. The Bid Form shall be completed in full and signed and submitted by an officer of the bidder with authority to bind in a contract.
- H. If Bid Bond is called for, it shall accompany the Bid submission.
- I. If Non-discrimination Clause information is called for, it shall accompany Bid submission
- J. If Targeted Small Business Pre-Bid Contact information is called for, it shall accompany the Bid submission.
- K. If Certificate of Site Visit form is called for, it shall accompany the Bid submission.

PART 2 - PRODUCTS NOT USED

PART 3 - EXECUTION NOT USED

END OF SECTION

SECTION 00 1113

NOTICE TO BIDDERS

RFB #948100-01

The Iowa Department of Administrative Services will be receiving bids for the interior renovation of the building at 150 Des Moines Street, Des Moines, Iowa 50309.

The Iowa Department of Administrative Services anticipates construction to begin on November 23, 2026 and end on April 6, 2027.

Bids must be received no later than **2:00 pm, Wednesday, October 28, 2026**. Late bids will not be considered. Bids shall be submitted on [IMPACS Electronic Procurement System](#). The Bid shall be accompanied by a Bid Security as set forth in the Instructions to Bidders in the amount of 5% of the total bid amount. Each bid shall be accompanied by a bid bond, cashier's check or a certified check drawn upon a solvent bank chartered under the laws of the United States of America.

Bid Opening

The time and place of the bid opening will be held via Microsoft Teams at 3:00 pm on October 28, 2026. The meeting information can be found at the information below:

Microsoft Teams meeting

Join: <https://teams.microsoft.com/meet/2196964751123?p=BWwjkb7qveh8M9p1yX>

Meeting ID: 219 696 475 112 3

Passcode: 4Yt9yr2r

The Iowa Department of Administrative Services reserves the right to reject any and all bids, and to waive irregularities and to accept a bid that is deemed in the best interest of the State of Iowa.

Bidders must comply with all affirmative action/equal employment opportunity provisions of the State of Iowa and the Federal Government.

This project is exempt from Iowa Sales Tax. Davis Bacon Wages **will not** apply to this project.

Questions must be submitted by 3:00 pm, October 21, 2026, to the Issuing Officer.

Bidding documents may stipulate a specific product. Substitute product will be considered if a written request is received by 3:00 pm, October 21, 2026, prior to bid opening. Substitution requests will be considered for all products per Section 01 2500 Substitution Procedures, even if the specification does not include a statement such as "or equal," "equal to," "equivalent to," or "basis of design," unless otherwise noted.

An **optional** pre-bid meeting will be held on Thursday, October 8, 2026 at 10:30 am at 150 Des Moines Street, Des Moines, Iowa 50309. This meeting is not mandatory but is highly recommended.

Bidding Documents, including drawing sheets bearing the project name DAS – 9481.00 – 5JD 150 DES MOINES STREET RENOVATIONS, dated 08/20/2026 and the Project Manual prepared by McGough Construction dated 08/20/2026, may be obtained from Rapids Reproductions by visiting <https://rapidsrepro.com/> or by calling (319) 364-2473 on Tuesday, September 29, 2026.

For further information regarding this project contact:

Michael Bradbury – Issuing Officer

Phone: 515-823-9327

E-Mail: construction.procurement@das.iowa.gov

END OF SECTION

SECTION 00 2113
INSTRUCTIONS TO BIDDERS
RFB #948100-01

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Project Description
- B. Owner
- C. State Agency Representatives and Contacts
- D. Proposal Form and Submissions
- E. Taxes
- F. Alternate Bids
- G. Drawings
- H. Bid Security
- I. Due Date and Time for Receipt of Bids
- J. Commencement and Completion Date
- K. Site Visit
- L. Pre-bid Meeting
- M. Questions
- N. Addenda and Interpretations of the Contract Documents
- O. Substitutions
- P. Obligation of Bidder
- Q. Public Records and Requests for Confidential Treatment
- R. Withdrawal of Bid
- S. Bid Closing
- T. Basis of Bids
- U. Informalities/Rejection of Bids
- V. Consideration of Bids
- W. Preference
- X. Qualifications
- Y. Insurance
- Z. Form of Agreement between Owner and Contractor
- AA. Execution of Contract
- BB. Laws and Regulations
- CC. Contract Documents and Order of Precedence
- DD. Conditions of the Work
- EE. Subcontracts
- FF. Project Manual/Drawings

1.02 PROJECT DESCRIPTION

Project Description: Interior renovations to the building located at 150 Des Moines Street, Des Moines, IA 50309.

1.03 OWNER

State of Iowa, Department of Administrative Services, 109 SE 13th St, Des Moines, IA 50319

1.04 STATE AGENCY REPRESENTATIVES AND CONTACTS

- A. PURCHASING AGENT: Purchasing Agent – Issuing Officer, State of Iowa, Department of Administrative Services, Hoover State Office Building, 3rd floor, 1305 East Walnut Street, Des Moines, IA 50319-0105, Phone: 515-823-9327; email: construction.procurement@das.iowa.gov
- B. OWNER REPRESENTATIVE: Brandon Adams, State of Iowa, Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319, Phone: 515-201-2197; email: brandon.adams@das.iowa.gov
- C. ON-SITE COORDINATOR: Lance Wignall, Operations Manager, 1000 Washington Avenue, Des Moines, IA 50314, Phone: 515-250-4864; email: lance.wignall@iowa.gov
- D. CONSTRUCTION MANAGER CONTACT: Parker Badding, McGough Construction, 217 E 2nd Street, Suite 120, Phone: 712-790-1370; email: parker.badding@mcgough.com
- E. DESIGN PROFESSIONAL CONTACT: Michael Nolan, Horizon Architecture, 3116 Alpine Court, Iowa City, IA 52245, Phone: 563-506-4965; email: michael@horizon-architecture.com

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 PROPOSAL FORM AND SUBMISSION

- A. A properly prepared and submitted bid is the bidder's responsibility. Bids are to be made in accordance with these Instructions to Bidders and items included on the Bid submission. Failure to comply may be cause for rejection.
- B. The Bid is to consist of the required Bid information, together with the other information specified below to be submitted with the Bid, in which copies are included with these Bidding Documents.
1. The total bid package submitted is required to include the following:
 - a. An online submission including:
 - 1) Required Bid Form (To be uploaded online)
 - 2) Required Non-discrimination Clause Information
 - 3) Required Targeted Small Business Pre-bid Contact Information
 - 4) Bid Security (documentation provided by Bidder) (To be uploaded online)
 - 5) Certification of Site Visit (To be uploaded online if Pre-Bid is Mandatory)
 - C. Include the amount for performing all work described in the drawings and specifications for Base Bid and for each Alternate Bid requested.
 - D. Acknowledge receipt of all Addenda issued, where so indicated on the Bid Form
 - E. All required information to be submitted, by an officer of the company having authority to bind the company in a contract.
 - F. Commencement of the work of the contract shall begin with the Contractor's receipt of a fully executed contract (signed by both parties).
 - G. The Owner reserves the right to award a contract for Base Bid only, or for Base Bid in combination with any, or all, identified Alternate Bids. The Owner reserves the right to award a contract for individual Bid Packages, or any combination of Bid Packages. Each Bidder must comply with all of the General Requirements of the project and any requirements of the Project manual that apply to their scope of work.
 - H. The company's Federal I.D. Number and the Iowa Contractors Registration Number shall be included in the Bid Form.
 - I. Unless indicated otherwise, the Bid shall be for a single responsibility contract for all work as indicated on the Drawings and specified in the Project Manual, and shall be a lump sum amount. If no change in the Base Bid amount is required with respect to consideration of a particular Alternate Bid, enter "No Change" in the blank for that Alternate Bid.
 - J. Where so requested, provide Unit Prices for the designated types of work and in the units specified, in which the Unit Prices would be used as adjustments to the quantities described in the instructions as the basis for the Base Bid and any Alternate Bid work. A Unit Price would be applicable in the event the Owner

should request additional work of that type beyond the extent and quantity that has been established as the scope of the work by graphic delineation and notations on the Drawings, or by otherwise stipulating in the Bidding Documents a numerical quantity of the work, for the Bidder's use in determining the lump sum bid amount for the Base Bid and any requested Alternate Bid containing such work. The Unit Prices shall also be used to adjust the Contract Amount for actual quantities of work involved when the work subject to Unit Price adjustment differs by being less in quantity than that contemplated by the original scope of work for the respective Base Bid or Alternate Bid.

K. Completed State of Iowa Nondiscrimination Clause information and Subcontractor Targeted Small Business Enterprise Pre-Bid Contact Information, included in these Bidding Documents, are to accompany the Bid submission. Bidders shall comply with all affirmative action/equal opportunity provisions of State and Federal laws. The Owner seeks to provide opportunities for Targeted Small Businesses in accordance with the provisions of Chapter 73 of the Code of Iowa.

L. All Bid information is to be submitted online. Any required Bid Security shall be provided, in the form and amount specified elsewhere in these Instructions to Bidders, at the time of submission of the Bid. When a site visit is mandatory as specified elsewhere in these Instructions to Bidders, and a Certificate of Site Visit is required to be submitted with the Bid as evidence of such visit having occurred for purposes of observing the conditions of the site and the work proposed therein, the Certificate shall be uploaded with the bid submission.

3.02 TAXES

A. In accordance with Section 423 of the Code of Iowa and 701-19 of the Iowa Administrative Rules, Iowa Construction Sales Tax Exemption Certificates for this project will be issued. Do not include Iowa sales tax or use tax, or any local option sales tax, on construction materials in determining your bid prices. The successful Contractor will be required to notify the Department of Administrative Services project manager of all Subcontractors within forty-eight (48) hours after the published date and time by which bids must be submitted. Information on the Contractor and each Subcontractor shall include the firms' name, address, contact person, federal tax identification number, and the Iowa contractor registration number. For the Contractor and each Subcontractor, designate the type of trade or category of work that is to be provided on the project. The Construction Manager for the Department of Administrative Services must be informed when any Subcontractor is added to the project. Following receipt of the information, the Construction Manager for the Department of Administrative Services will arrange to have an authorization letter and certificate (please see sample, included in the Project Manual) issued on behalf of the Contractor and each Subcontractor and will forward the documents to the Contractor for distribution and use by each in purchasing construction materials for this project. Certificates issued for this project shall be used for tax-exempt purchasing construction materials for this project only.

3.03 ALTERNATE BIDS

A. Bidders are to bid all Alternates requested on the Bid Form. Alternates quoted will be reviewed and accepted or rejected at the option of the Department of Administrative Services. Accepted Alternates will be identified in the Owner-Contractor agreement. Indicate the price for Alternates described, as shown on the Drawings and specified in the Project Manual, and identify in the correct location on the Bid Form.

3.04 DRAWINGS AND PROJECT MANUAL

A. Drawings and Project Manual are specified in the Notice to Bidders or any extension thereof made by Addendum.

3.05 BID SECURITY

A. Each Bid shall be accompanied by Bid Security.

B. The Bid Security shall be in the form of a Bid Bond, Certified check, or Cashier's check in an amount not less than five percent (5%) of the maximum value of the Bid, including any additive Alternates. NOTE: Checks other than Certified checks and Cashier's checks will not be accepted. Bonds shall be issued by a bonding company licensed to transact business in the State of Iowa. The Attorney in Fact who signs the

Bond shall file with the Bond a certified and effectively dated copy of their Power of Attorney. The Bid Security shall be made payable to the Iowa Department of Administrative Services, and shall accompany the Bid. If a Bid Bond is not used, copies of Certified checks or Cashier's checks must be uploaded and hand delivered, in a sealed envelope, or mailed upon request. The Bid Security shall serve as a guarantee that a Bidder who is offered a contract will enter into an Agreement with the State of Iowa and will file an approved surety company's Performance Bond, Payment Bond and the Insurance Certificates as evidence of the required Insurance prior to execution of the contract. Upon failure to comply, the Bid Security shall be forfeited as liquidated damages. The governmental entity shall retain the bid security furnished by the successful bidder until the approved contract form has been fully executed, a bond has been filed by the bidder guaranteeing the performance of the contract, and the contract and bond have been approved by the governmental entity. The provisions of chapter 573, where applicable, apply to contracts awarded under this chapter. The governmental entity shall promptly return the checks or bidder's bonds of unsuccessful bidders to the bidders once the Notice of Intent to Award is issued.

3.06 DUE DATE AND TIME FOR RECEIPT OF BIDS

A. Properly completed Bids shall be submitted online through [IMPACS Electronic Procurement System](#), no later than the time and date specified in the Notice to Bidder or any extension thereof made by Addendum. Written, emailed, oral or telephonic Bids are invalid, and will not receive consideration. The Bidder shall assume full responsibility for the timely online submission of the Bid. Late bids will not be accepted.

3.07 COMMENCEMENT AND COMPLETION DATES

A. Commencement of the Work of the Contract shall be the day of receipt by the selected Contractor of the fully-executed contract. Final completion of the Work of the contract shall be acknowledged as a part of the Contractor's proposal.

3.08 SITE VISIT

A. A site visit by the prospective bidder is highly recommended at the time of the Pre-Bid Meeting of this project.

3.09 PRE-BID MEETING

A. Pre-Bid Meeting will be specified in the Notice to Bidders or any extension thereof made by Addendum.

3.010 QUESTIONS

A. Questions on this project may be raised and discussed at the time of the Pre-Bid Meeting or by submitting in writing to the issuing officer as specified in the Notice to Bidders or any extension thereof made by Addendum.

3.011 ADDENDA AND INTERPRETATIONS OF THE CONTRACT DOCUMENTS

A. Any person contemplating submitting a proposal for the proposed Contract, who is in doubt as to the true meaning of any part of the Bidding Documents, shall submit a written request for an interpretation thereof. The person submitting a request will be responsible for its prompt delivery. Every request for such interpretation should reference the Bid Number specified in the Bidding Documents, and shall be made in writing (email preferred). Questions shall be submitted to the previously identified Purchasing Agent for the Department of Administrative Services. To be given consideration, requests shall be received as specified in the Notice to Bidders or any extension thereof made by Addendum. Replies, which revise or correct the Bidding Documents, or provide necessary clarifications, will be issued in the form of a written Addendum to the Bidding Documents. Interpretations, corrections or changes of the Bidding Documents made in any other manner will not be binding, and Bidders shall not rely upon such

interpretations, corrections, or changes. The Bidder is to include any resultant cost changes in the Bid Sum. Addenda will be posted electronically at the respective bid site where the bid is initially posted. Acknowledgment by the Bidder of each issued Addendum shall be noted in the location so indicated on the Bid. All Addenda issued shall become part of the Contract Documents.

3.012 SUBSTITUTIONS

A. Where the Bidding Documents stipulate a specific product be provided by naming one or more manufacturer and model, a substitute product will be considered when a written request is received as specified in the Notice to Bidders or any extension thereof made by Addendum prior to bid opening. Substitution requests will be considered for all products per Section 01 2500 Substitution Procedures, even if the specification does not include a statement such as "or equal," "equal to," "equivalent to," or "basis of design," unless otherwise noted. Substitution requests shall be emailed to the Issuing Officer at the email address provided in Instructions to Bidders Section 1.04.

3.013 OBLIGATION OF BIDDER

A. It shall be the responsibility of each Bidder contemplating the submission of a Bid for the proposed Contract to fully acquaint himself/herself with conditions at the work site, project requirements, and to become acquainted thoroughly with the work, and all conditions that may be related to it. No considerations or revision in the contract price or scope of the project will be considered by the Owner for any item that could have been revealed by a thorough on-site inspection and examination.

B. By submission of a Bid, it shall be understood that the Bidder assures that he/she has reviewed and is thoroughly familiar with the project requirements, contract conditions and supplementary conditions, the drawings, specifications, addenda, and that the bidder is aware of the conditions existing at the site that may relate to the work of this project. Failure of any Bidder to examine any form, document, or other instrument shall in no way relieve the Bidder from any obligation in respect to his/her Bid.

3.014 PUBLIC RECORDS AND REQUESTS FOR CONFIDENTIAL TREATMENT

A. The Agency's release of public records is governed by Iowa Code chapter 22. Contractors are encouraged to familiarize themselves with Chapter 22 before submitting a Proposal. The Agency will copy and produce public records upon request as required to comply with Chapter 22 and will treat all information submitted by a Contractor as non-confidential records unless Contractor requests specific parts of the Proposal be treated as confidential at the time of the submission as set forth herein AND the information is confidential under Iowa or other applicable law.

B. A Contractor requesting confidential treatment of specific information must: (1) fully complete Form 22 (Available at <https://das.iowa.gov/sites/default/files/procurement/pdf/Form%2022-ConfidentialityRequest-RFB.pdf>), (2) identify the request in the transmittal letter with the Contractor's Proposal, (3) conspicuously mark the outside of its Proposal as containing confidential information, (4) mark each page upon which confidential information appears, and (5) submit a "Public Copy" from which the confidential information has been excised.

C. Form 22 will not be considered fully complete unless, for each confidentiality request, the Contractor: (1) enumerates the specific grounds in Iowa Code chapter 22 or other applicable law that supports treatment of the material as confidential, (2) justifies why the material should be maintained in confidence, (3) explains why disclosure of the material would not be in the best interest of the public, and (4) sets forth the name, address, telephone, and e-mail for the person authorized by Contractor to respond to inquiries by the Agency concerning the confidential status of such material.

D. The Public Copy from which confidential information has been excised is in addition to the number of copies requested in Section 3 of this RFP. The confidential material must be excised in such a way as to allow the public to determine the general nature of the material removed and to retain as much of the Proposal as possible.

E. **Failure to request information be treated as confidential as specified herein shall relieve Agency and State personnel from any responsibility for maintaining the information in confidence. Contractors may not request confidential treatment with respect to pricing information and transmittal letters. A contractor's request for confidentiality that does not comply with this section or a contractor's request for confidentiality on information or material that cannot be held in**

confidence as set forth herein are grounds for rejecting contractor's Proposal as non-responsive. Requests to maintain an entire Proposal as confidential will be rejected as non-responsive.

F. If Agency receives a request for information that Contractor has marked as confidential and if a judicial or administrative proceeding is initiated to compel the release of such material, Contractor shall, at its sole expense, appear in such action and defend its request for confidentiality. If Contractor fails to do so, Agency may release the information or material with or without providing advance notice to Contractor and with or without affording Contractor the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction. Additionally, if Contractor fails to comply with the request process set forth herein, if Contractor's request for confidentiality is unreasonable, or if Contractor rescinds its request for confidential treatment, Agency may release such information or material with or without providing advance notice to Contractor and with or without affording Contractor the opportunity to obtain an order restraining its release from a court possessing competent jurisdiction.

3.015 WITHDRAWAL OF BID

A. A Bid may be modified or withdrawn only before the time and date for receipt of Bids. Said request for modification or withdrawal of a bid must be completed online through [IMPACS Electronic Procurement System](#). A Bid shall remain valid for consideration by the Owner for the following period(s) of time after the date specified for receipt of Bids, or until such time following that period that the apparent low bidder requests in writing that the Bid be withdrawn, after which the Bid may be withdrawn without forfeiture of any required Bid Security. The Bid shall be valid for not less than thirty (30) calendar days after the date Bids are specified to be due. With the approval of the Department of Administrative Services, a bid may be withdrawn after opening, but only if the bidder provides prompt written notification that adequately documents the commission of an honest error that may cause undue financial loss.

3.016 BID OPENING

A. All bids received on or before the due date and time specified in the Notice to Bidder or any extension thereof made by Addendum will be opened and the name of the Bidder and the amount of their Bid will be announced.

3.017 BASIS OF BIDS

A. The Bidder shall include all additional documents or appendices that are requested to be submitted concurrent with the Bid submission; failure to comply may be cause for rejection.

B. In accordance with Iowa law, Section 8A.311: A bidder, to be considered for an award of a state construction contract, shall disclose to the state agency awarding the contract the names of all subcontractors and suppliers who will work on the project being bid, within forty-eight (48) hours after the published date and time by which bids must be submitted. A bidder shall not replace a subcontractor or supplier disclosed without the approval of the state agency awarding the contract.

1. A bidder, prior to an award or who is awarded a state construction contract, shall disclose all of the following, as applicable:

a. If a subcontractor or supplier disclosed (under the preceding) by a bidder is replaced, the reason for replacement and the name of the new subcontractor or supplier;

b. If the cost of work to be done by a subcontractor or supplier is changed or if the replacement of a subcontractor or supplier results in a change in the cost, the amount of the change in cost.

c. Any reduction in subcontractor or supplier price as a result of the change, if the change is approved by the Owner, shall be deducted from the Trade Contract via a deductive Change Order. Any such changes, if approved by the Owner, which result in an increase in the Trade Contract Price shall be borne by the Trade Contractor.

C. The Bidder is specifically advised that any person, firm or other party to whom it is proposed to award a subcontract under this contract must:

1. Be registered in the State of Iowa and have an Iowa Contractor's Registration number, and
2. Be acceptable to the Owner.

3.018 INFORMALITIES/ REJECTION OF BIDS

A. The Iowa Department of Administrative Services reserves the right to waive any irregularities or informalities and to enter into a Contract with a Bidder, or to reject any or all bids as it deems to be in the best interest of the State, without penalty.

3.019 CONSIDERATION OF BIDS

A. It is the intent of the Department of Administrative Services to award a Contract to the lowest responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents and is determined to be compliant with all Bidding Requirements, and does not exceed the funds available for construction.

B. Bidder is to bid on each Alternate Bid requested. Failure to do so may result in disqualification of the bid. The Department of Administrative Services reserves the right to accept any, or no, Alternate Bid. Alternate Bids may be considered in any order or combination, and the low successful Bidder will be determined on the basis of the sum of the Base Bid and the Alternate(s) accepted at the time of the Contract award.

C. In evaluating Bids, any proposal offered by a Bidder for an alternate design, or for materials other than those shown or specified for the Base Bid or for Alternate Bid construction under the proposed Construction Documents or called for by any issued Addenda to those Construction Documents, will not be considered in determining the low successful Bidder. However, the Department of Administrative Services reserves the right to consider any such Bidder-proposed (Contractor's Alternate) alternate designs or materials with the low successful Bidder, after the low successful Bidder is determined in the manner described above (A and B).

D. Notice of Intent to Award the Bid(s) will be sent to all Respondents submitting a timely Bid and may be posted at the website shown on the RFB cover sheet. Negotiation and execution of the Contract(s) shall be completed no later than fifteen (15) days from the date of the Notice of Intent to Award or such other time as designated by Agency. If the successful Bidder fails to negotiate and deliver an executed Contract, including all required documents such as payment and performance bonds and insurance certificate, by that date, the Agency, in its sole discretion, may cancel the award and award the Contract to the remaining Bidder the Agency believes will provide the best value to the State.

3.020 PREFERENCE

A. By virtue of statutory authority, a preference shall be given to Iowa domestic labor, products produced and provisions grown within the state of Iowa, in accordance with the provisions of Chapter 73, Code of Iowa and any amendments thereto.

B. Enforcement of reciprocal resident bidder preference and resident labor force preference codified at Iowa Code Section 73A.21.

1. NOTICE: Failure on the part of the bidder to carefully read the following paragraphs and to provide the information requested below may make the bidder's bid materially nonresponsive and therefore ineligible for contract award. Violations of Iowa Code Section 73A.21 may, among other things, result in civil penalties assessed by the Commissioner of the Division of Labor of Iowa Workforce Development. The bidder should seek out the advice of an attorney if he or she has questions about Iowa Code Section 73A.21. As a part of the competitive procurement of contracts for Public Improvements that must be awarded to the low bidder (if the bid is responsive and the bidder is deemed responsible), Public Bodies shall allow a preference to Resident Bidders if a Nonresident Bidder places a bid for the contract for the Public Improvement and that Nonresident Bidder's state or foreign country gives resident bidders of that state or foreign country a preference (including a labor force preference or any type of preferential treatment). The preference allowed, or reciprocally applied, shall be equal to the preference given or required by the state or foreign country in which the Nonresident Bidder is a resident bidder.

"Public Body" means the State of Iowa (and its agencies) and any of its political subdivisions, including school districts, public utilities, and the state board of regents.

"Public Improvement" means a building or other construction work to be paid for in whole or in part by the use of funds of the State of Iowa, its agencies, and any of its political subdivisions and includes road construction, reconstruction, and maintenance projects.

"Resident Bidder" means a person or entity authorized to transact business in of the State of Iowa and having a place of business for transacting business within the State of Iowa at which it is conducting and has conducted business for at least three years prior to the date of the first advertisement for the public improvement. Note, however, that if a nonresident bidder's state or foreign country has a more stringent definition of a resident bidder, the more stringent definition is applicable as to bidders from that state or foreign country.

"Nonresident Bidder" means a person or entity who does not meet the definition of a resident bidder.

C. Nonresident bidders shall be required to certify on the Bid submission, where so indicated, the state or foreign country in which the firm is a resident, and if that state or foreign country uses a percentage for in-state bidders and the amount of the preference.

D. If it is determined that this may cause denial of federal funds which would otherwise be available, or would otherwise be inconsistent with requirements of federal law, this section shall be suspended, but only to the extent necessary to prevent denial of the funds or to eliminate the inconsistency with federal requirements.

3.021 QUALIFICATIONS

A. In accordance with Iowa Code 26.9(2) and 26.16, no potential bidder shall be required to provide confidential or proprietary information or meet any class requirements as a precondition to submitting a responsive bid. However, as noted in Iowa Code 26.9(2), the lowest responsive bidder may be required to provide additional information to verify responsibility prior to and as a condition of obtaining final award of the contract. Any qualification requirements contained in any bid document indicates only preferred qualifications, not a precondition to bid, and the lowest responsive bidder's qualifications will be evaluated individually based on all information provided.

B. The Owner may make such investigations as he or she deems necessary to determine the ability of the awarded Bidder to perform the required work, and the awarded Bidder shall furnish to the Owner all such information and data for this purpose. The Owner reserves the right to rescind any awarded Bid if the evidence submitted by, or in investigation of, such Bidder fails to satisfy the Owner that the Bidder is properly qualified to carry-out the obligations of the Contract and to complete the Work contemplated therein.

C. Bidders shall be registered as a Construction Contractor with the Labor Commissioner, Iowa Workforce Development Department, as required by Chapter 91C of the Code of Iowa. Bidder's Iowa Contractor Registration Number shall be included in the location provided in the Bid Form.

D. Non-resident corporations submitting bids must be in compliance with Section 490.1501 of the Code of Iowa and legally authorized thereby to carry-on such business in the State of Iowa as is required by the Contract Documents.

E. An out-of-state Bidder, if awarded a contract, will be required to submit evidence of authorization to do business in the State of Iowa.

3.022 INSURANCE

A. Insurance Requirements

1. The Contractor shall maintain in effect, with insurance companies of recognized responsibility, at its expense, insurance covering its work of the type and in amounts required by this Contract. The Contractor's insurance shall, among other things, insure against any loss or damage resulting from the Contractor's performance of this Contract. All such insurance policies shall remain in full force and effect for the entire life of this Contract and shall not be canceled or changed except after thirty (30) days written notice to the Owner.

2. Amounts of Insurance Required – Refer to ConsensusDOCS 802 (see template in Project Manual)

B. Certificates of Coverage

1. Certificates of the insurance described above shall be submitted to the Owner before starting any construction activities and shall be subject to approval by the Owner. The Contractor shall provide certificates for the insurance required. The insurer shall state in the certificate that no cancellation of the insurance will be made without at least thirty (30) days prior written notice to the Contractor. Upon receipt of any notice of

cancellation or alteration, Contractor shall within ten (10) days procure other policies of insurance, similar in all respects to the policy or policies, about to be canceled or altered, and, if the Contractor fails to provide, procure, and deliver acceptable policies of insurance, or satisfactory evidence thereof, in accordance with the terms hereof then, at the Owner's option, Owner may obtain such insurance at the cost and expense of Contractor, without the need of any notice to Contractor.

C. No Limitation of Liability

1. Acceptance of the insurance certificates by the Owner shall not act to relieve the Contractor of any obligation under this Contract. All insurance policies and certificates shall be issued only by companies authorized to transact business in the State of Iowa. It shall be the responsibility of the Contractor to keep the respective insurance policies and coverage's current and in force during the life of this agreement.

2. A Sample Certificate of Insurance is attached for reference following this Section.

3.023 FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

A. The Agreement for the Work will be written on ConsensusDOCS 802 Form of Agreement between Owner and Contractor (sample of the document with modifications incorporated is bound in this Project Manual).

3.024 EXECUTION OF CONTRACT

A. Contract documents shall mean and include the following:

1. Contract: ConsensusDOCS 802
2. Performance and Payment Bonds
3. Project Manual
4. Drawings
5. Numbered Addenda issued after initial publication of Bid Documents
6. Numbered Modifications (Change Orders) issued after Contract is signed

3.025 LAWS AND REGULATIONS

A. The Bidder's attention is directed to the fact that all applicable laws and regulations of Federal and State agencies having jurisdiction over the construction of this project shall apply to any contract resulting from this proposal, and it shall be deemed that those rules and regulations are made a part of such contract the same as if set forth in their entirety therein. By submitting a Bid, the Bidder confirms that he/she is familiar with and understands the Contractor's responsibility under all Federal and State of Iowa laws and regulations with respect to the Work described by the proposed Contract Documents.

3.026 CONTRACT DOCUMENTS AND ORDER OF PRECEDENCE

A. Where an irreconcilable conflict exists among Applicable Legal Requirements, this Contract, the specifications in the Materials and the Drawings, the earliest item mentioned in this sentence involving a conflict shall control over any later mentioned item or items subject to such conflict unless doing so would result in reducing the Bidder's duty of care or obligations under this Contract, in which case the terms resulting in the highest requirements for Bidder performance shall control.

3.027 CONDITIONS OF THE WORK

A. Each bidder must fully inform him/herself of the conditions under which the work is to be performed at the site of the work, the obstacles which may be encountered, and all other relevant matters concerning the work to be performed. Failure to do so will not relieve a successful bidder of the obligation to furnish all material and labor necessary to carry out the provisions of the contract. When a site visit is required by provisions located elsewhere in these Instructions to Bidders, as a site tour in conjunction with a mandatory Pre-Bid Meeting, it shall be the Bidder's responsibility to fulfill this obligation as a condition of bidding the Work described in the Bidding Documents.

B. No allowance will be made for any additional compensation by reason of any matter or condition with which the bidder might have fully informed him/herself, but failed to do so prior to bidding. Insofar as

possible, the Contractor and all subcontractors shall employ such methods or means in carrying out the work so as not to cause any interruption of, or interference with, the work of any other subcontractor or trade.

3.028 SUBCONTRACTS

A. The Prime Contractor shall be responsible for notifying all subcontractors and suppliers and informing them that they are bound in each case by all applicable provisions of the bidding information and those of the proposed Form of Agreements as defined in the Contract Documents.

END OF SECTION

SECTION 00 2113.01

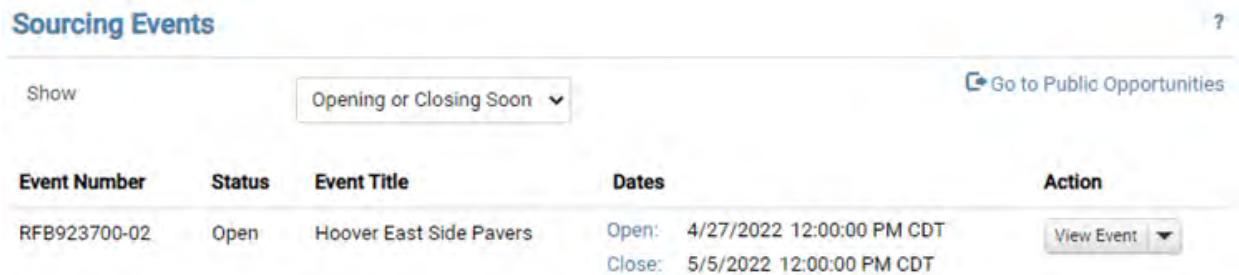
IMPACS Public Construction Bidders User Guide

Public construction bids must be submitted on-line at [IMPACS Electronic Procurement System](#).

Bidders must be registered in IMPACS to submit a Bid.

To create an account, enter your email address and click on "Next" and click "Create Account". Bidder must enter all fields noted with * including legal company name, contact first and last name, phone number, confirm email address, password, re-enter password, select account recovery question including answer, confirm answer, select box accepting websites use terms and conditions and select security check box "I'm not a robot".

On the [IMPACS Electronic Procurement System](#) Customer Portal Home page, Bidder selects "View Event" in the Sourcing Events section.



Event Number	Status	Event Title	Dates	Action
RFB923700-02	Open	Hoover East Side Pavers	Open: 4/27/2022 12:00:00 PM CDT Close: 5/5/2022 12:00:00 PM CDT	View Event ▾

Bidders can view event details including description, prerequisites, buyer attachments, questions and answers.

To submit a Bid, Bidder must select "**Yes, I intend to Bid**". Bidder must complete the following sections.

Prerequisites - Bidder must complete all prerequisites.

- Bidder must upload a file of the Bid Security/Bond for 5% of total Bid Amount and certify that if they are awarded the construction contract they will enter into the contract at the Bid Amount submitted.
- Bidder must upload the completed and signed Bid Form.
NOTE: Bids are to be entered on the Bid Form only; not in the IMPACS. As a result, IMPACS will display a bid amount of \$0.

Questions - Bidder must complete all questions.

Review & Submit - Bidder must select the certification box certifying that the statements and information in response are true and correct to the best of their knowledge and belief.

SECTION 00 2113.02

SAMPLE**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
XX/XX/XXXX

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Agent's Name Agent's Address		CONTACT NAME: Agent's Information PHONE (A/C, Ho, Ext): FAX (A/C, Ho): E-MAIL: ADDRESS:	
INSURED Trade Contractor's Name Trade Contractor's Mailing Address		INSURER(S) AFFORDING COVERAGE INSURER A: Company A (AM Best Rated A+/VI or Better) NAIC # Admitted INSURER B: Carriers INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD W/O	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	Minimum
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY ☒ PROJECT ☐ LOC OTHER:	X X	#TBD-CGL	3/1/17	3/1/18	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COM/OP AGG	\$ 1,000,000 \$ \$ \$ 1,000,000 \$ 2,000,000 \$ 1,000,000 \$
B	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS SCHEDULED AUTOS NON-OWNED AUTOS	X X	#TBD-AL	3/1/17	3/1/18	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$ 1,000,000 \$ \$ \$ amount varies based on paragraph 10.2.2 of the ConsensusDocs 802 contract
C	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$	X X	#TBD-UMB	3/1/17	3/1/18	EACH OCCURRENCE AGGREGATE	\$ 10,000,000 \$ \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	#TBD-WC	3/1/17	3/1/18	PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$ 500,000 \$ 500,000 \$ 500,000
E	Owners Contractors Protective Liability		#TBD-OCF	3/1/17	3/1/18	*Limits equal to CGL (or) as required by owner (Note- Would be either CGL or OCF, not both)	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured on a Primary & Non-Contributory basis (CGL;AL;UMB/Excess) in favor of: (Owner) Iowa Department of Administrative Services (DAS), Officers, Directors, Members, Consultants, Agents, and Employees.
Waiver of Subrogation (CGL;AL;WC/EL;UMB/Excess) in favor of: (Owner) Iowa Department of Administrative Services (DAS), Officers, Directors, Members, Consultants, Agents, and Employees.

Project XXXX.XX (Number varies by project)

CERTIFICATE HOLDER**CANCELLATION**

Iowa Department of Administrative Services (DAS) 109 SE 13th Street Des Moines, IA 50319	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Signature
--	---

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ACORD 25 (2014/01)

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SECTION 00 3113

PRELIMINARY SCHEDULE

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Preliminary Construction Schedule
- B. Schedule Durations

1.02 PRELIMINARY SCHEDULE

- A. A preliminary schedule has been identified by the Owner for the implementation of the Project. Refer to the schedule following this Section for references to anticipated milestones and construction duration.
- B. Each step of the Preliminary Schedule is subject to receipt of acceptable bids, Owner's decision process and date of commencement.
- C. A proposed construction schedule shall be submitted by all Trade Contractors to the Construction Manager no later than 48 hours prior to the pre-construction meeting. A revised Construction Schedule will be submitted by the Construction Manager once all preliminary schedules are reviewed and approved by the Owner.
- D. The final construction schedule will be established post award of bids with the cooperation of all contractors.

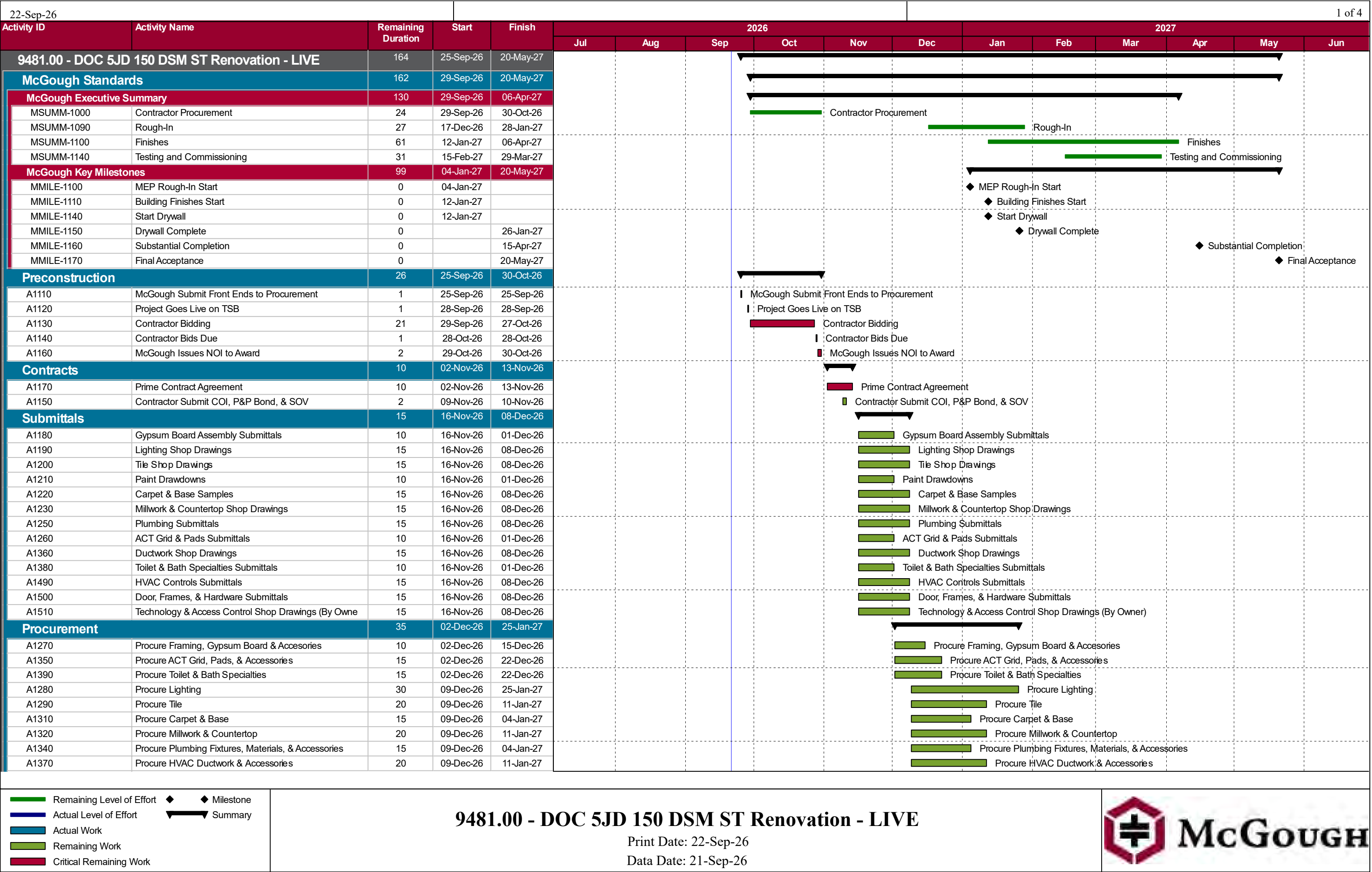
1.03 SCHEDULE DURATIONS

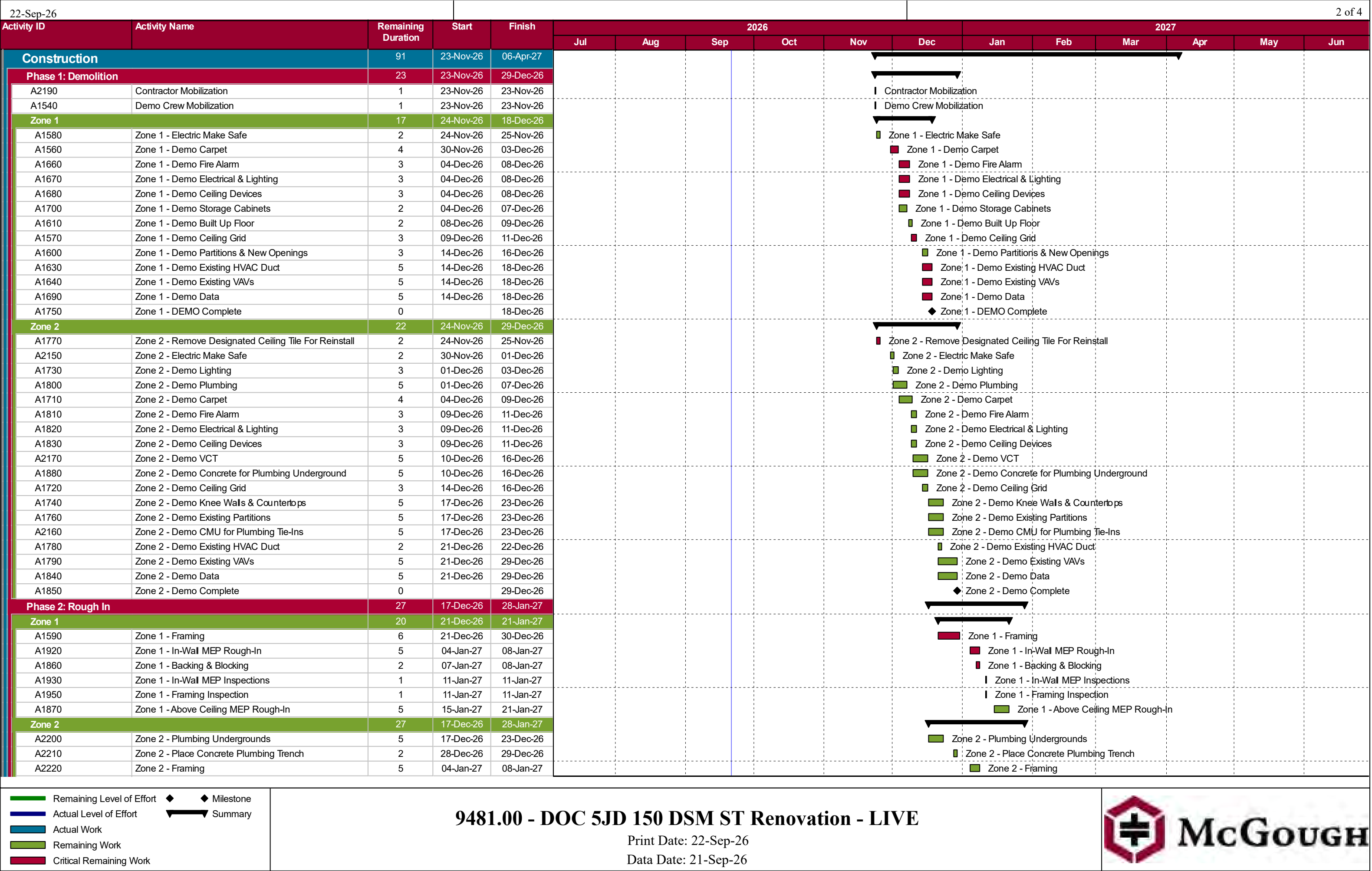
- A. Anticipated Notice of Intent to Award – 10/29/2026
- B. Anticipated Date of Commencement – 11/23/2026
- C. Substantial Completion by – 04/15/2027

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION





Remaining Level of Effort

Actual Level of Effort

Actual Work

Remaining Work

Critical Remaining Work

Milestone

Summary

9481.00 - DOC 5JD 150 DSM ST Renovation - LIVE

Print Date: 22-Sep-26

Data Date: 21-Sep-26



22-Sep-26																4 of 4
Activity ID	Activity Name	Remaining Duration	Start	Finish	2026						2027					
					Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
A2310	Zone 2 - Toilet & Bath Accessories	3	15-Mar-27	17-Mar-27									Zone 2 - Toilet & Bath Accessories			
A2330	Zone 2 - Wood Doors Install	2	15-Mar-27	16-Mar-27									Zone 2 - Wood Doors Install			
A2340	Zone 2 - Hollow Metal Doors Install	2	15-Mar-27	16-Mar-27									Zone 2 - Hollow Metal Doors Install			
A2320	Zone 2 - Door Hardware	5	17-Mar-27	23-Mar-27									Zone 2 - Door Hardware			
A2360	Zone 2 - Final Paint	5	24-Mar-27	30-Mar-27									Zone 2 - Final Paint			
A2430	Zone 2 - Final Clean	5	31-Mar-27	06-Apr-27									Zone 2 - Final Clean			
A2450	Zone 2 - Signage	1	31-Mar-27	31-Mar-27									Zone 2 - Signage			
Closeout		69	15-Feb-27	20-May-27												
A2100	Fire Alarm Testing	5	15-Feb-27	19-Feb-27									Fire Alarm Testing			
A2120	Thermostat Programming	2	22-Mar-27	23-Mar-27									Thermostat Programming			
A2130	Commissioning	2	22-Mar-27	23-Mar-27									Commissioning			
A2110	Zone 1&2 - TAB	4	24-Mar-27	29-Mar-27									Zone 1&2 - TAB			
A1420	McGough Internal Punch List	2	31-Mar-27	01-Apr-27									McGough Internal Punch List			
A1430	McGough Punch List Corrections	5	02-Apr-27	08-Apr-27									McGough Punch List Corrections			
A1440	OAC Punch List	2	07-Apr-27	08-Apr-27									OAC Punch List			
A1520	Final Inspections	0		08-Apr-27									Final Inspections			
A1450	OAC Punch List Corrections	5	09-Apr-27	15-Apr-27									OAC Punch List Corrections			
A1460	Substantial Completion	0		15-Apr-27									Substantial Completion			
A1470	Obtain Closeout Documents	25	16-Apr-27	20-May-27										Obtain Closeout Documents		
A1480	Final Completion	0		20-May-27											Final Completion	

SECTION 00 3126

EXISTING HAZARDOUS MATERIAL INFORMATION

PART 1 - GENERAL

1.01 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.
- B. The existing hazardous materials survey reports related to this Project, were prepared by:
 - 1. Terracon Consultants
- C. Related Requirements:
 - 1. Section 3.12 "Hazardous Materials" in the ConsensusDocs 802 contract 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

Asbestos and Regulated Materials Inspection Report

5th Judicial District Building

150 Des Moines Street

Des Moines, Iowa 50309

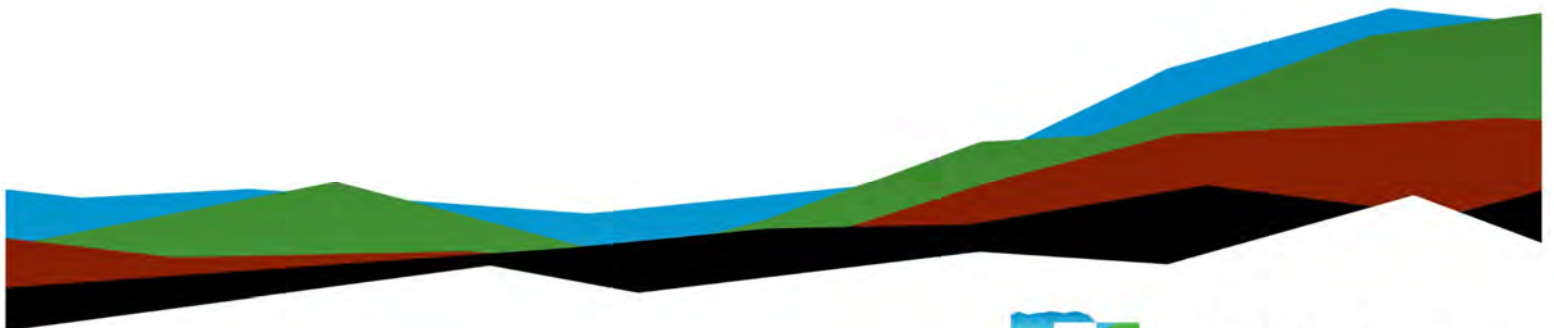
August 19, 2026 | Project Number: 1000034549

Prepared for:

Iowa Department of Administrative Services

109 East 13th Street

Des Moines, Iowa 50319



Nationwide
Terracon.com

- Facilities
- Environmental
- Geotechnical
- Materials

August 19, 2026

Iowa Department of Administrative Services
109 East 13th Street
Des Moines, Iowa 50319

Attn: Mr. Brandon Adams
(515) 201-2197
brandon.adams@iowa.gov

RE: Asbestos and Regulated Materials Inspection Report
5th Judicial District Building
150 Des Moines Street
Des Moines, Iowa 50309
Terracon Project No. 1000034549

Dear Mr. Adams:

Terracon Consultants, Inc. (Terracon) is pleased to present this hazardous materials inspection report to the Iowa Department of Administrative Services (IDAS, or the Client). The purpose of this report is to present the findings of Terracon's services conducted on July 24, and 27, 2026, at the above-listed address in Des Moines, Iowa. Terracon's services were completed in accordance with Terracon Proposal No. 1000031999 dated July 17, 2026.

Asbestos-containing materials, lead-containing paints, and regulated materials were identified during the inspection services. Please refer to the report for additional details.

Terracon appreciates the opportunity to continue to provide services IDAS. If you have any questions regarding this report, please contact Austin at (515) 783-8592 or Austin.Potthoff@terracon.com.

Sincerely,
Terracon Consultants, Inc.

Prepared by:

A handwritten signature in black ink, appearing to read 'Austin Potthoff'.

Austin J. Potthoff
Project Manager

Reviewed by:

Jake A. Haden

For: Matt Valenti
Senior Associate
Authorized Project Reviewer

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1.0 Introduction

Terracon Consultants, Inc. (Terracon) on behalf of the Iowa Department of Administrative Services (IDAS, or the Client) conducted an asbestos and regulated materials inspection of the government office building located at 150 Des Moines Street in Des Moines, Iowa. It is Terracon's understanding that the inspection was requested in anticipation of the planned renovation of the building. We further understand that the renovation activities will include selective demolition; however, at the request of the Client-representative, the asbestos and regulated materials inspection included the entirety of the building interior. The purpose of the inspection was to:

- Locate, sample (if accessible), quantify, and assess suspect asbestos-containing building materials for the presence of asbestos.
- Locate, measure, and quantify surface coatings (i.e., paint) for the presence of lead-containing paint (LCP).
- Visually assess and quantify other potentially regulated materials that may be present at the site such as equipment or components that may contain mercury (Hg), polychlorinated biphenyls (PCBs), chlorofluorocarbons (CFCs), paints/solvents/caustics, electronics, brown and white goods, etc.

Terracon's services were completed in general accordance with Terracon Proposal No. 1000031999 dated July 17, 2026. Inspection activities were limited to interior building materials, only.

1.1 Project Objective

Terracon understands that the asbestos inspection was requested in support of future renovation activities and to satisfy the requirements of the United States Environmental Protection Agency (USEPA) 40 Code of Federal Regulations (CFR) Part 61, Subpart M, the National Emission Standards for Hazardous Air Pollutants (NESHAP). Terracon also understands that the intent of the assessment is to assist the client with communicating the presence, location, identity, condition, and approximate quantities of asbestos-containing materials (ACMs) in the building to employees, vendors, and contractors expected to be working at the site in order to meet the requirements of the Occupational Safety and Health Administration (OSHA) communication of hazard requirements found at 29 CFR 1926.1101.

The Occupational Health and Safety Administration (OSHA) has promulgated a worker protection standard for the disturbance of lead-containing paints during demolition projects. The LCP inspection was conducted to meet informational needs to comply with the OSHA Lead in Construction Standard (29 CFR 1926.62). Currently, proposed

renovations or demolition activities which may impact lead paint are subject to OSHA regulation 29 CFR 1926.62 – Lead Exposure in Construction.

Contractors should be notified of the presence of regulated materials in areas where demolition activities might result in potential employee exposures so that they can take the necessary actions to comply with OSHA requirements and disposal requirements. The Resource Conservation and Recovery Act (RCRA) provides the EPA with the authority to regulate the waste status of demolition debris, including Hg, CFCs, and radioactive-, lead-, and PCB-containing materials. Specific regulatory requirements must be addressed prior to transporting, treating, storing, or disposing of regulated or hazardous waste.

1.2 Reliance

This report is for the exclusive use of IDAS. Reliance by any other party is prohibited without the written authorization of Terracon and IDAS. Reliance on this report by IDAS and all authorized parties is subject to the terms, conditions, and limitations stated in the proposal.

2.0 Building Description

Based on Terracon's observations, the site consists of a vacant, one-story office building with a basement.

Table A. Commercial Building Description

Building Description and Information			
Address	150 Des Moines Street, Des Moines, Iowa, 50309		
Building Use	Vacant commercial office building		
Building Area Square Footage	22,000 SF	Number of Floors	2 (including basement)
Construction Date	1977 (original)		
Building Construction			
Main Structure	Concrete foundation, steel framing		
Flooring Finishes	Concrete, carpet, vinyl tile, terrazzo		



Building Construction (cont'd)	
Interior Walls	Drywall, concrete masonry unit (CMU) block, plaster
Ceilings	Ceiling tile, concrete, drywall
Roof Type	Flat, built-up membrane
HVAC Equipment	Forced air

3.0 Field Activities

Terracon conducted the field services on July 24 and 27, 2026. The building was vacant at the time of the services and utilities were live. Terracon was provided with access to the building by Client-representative, Mr. Lance Wignall.

3.1 Asbestos Inspection

The asbestos inspection was conducted by Mr. Brett Baccam, a State of Iowa licensed asbestos inspector (license #26-14979). A copy of Mr. Baccam's license is included in Appendix F. The asbestos inspection was conducted in general accordance with the sample collection protocols established in USEPA 40 CFR 763.86, Sampling. A summary of the inspection activities is provided below.

3.1.1 Visual Assessment

The visual assessment of the building was completed to establish homogeneous areas (HAs) of suspect ACMs. An HA consists of building materials that appear similar throughout in terms of color, texture, and date of application. The assessment was conducted in visually accessible areas of the building. Although reasonable efforts were made to inspect suspect ACM, additional suspect but unsampled materials could be located in walls, in voids, or in other concealed areas. Visual observations were limited due to the discrete nature of the inspection.

3.1.2 Physical Assessment

A physical assessment of each HA of suspect ACM was conducted to assess the friability and condition of the materials. A friable material is defined by the EPA as a material that can be crumbled, pulverized, or reduced to powder by hand pressure when dry. Friability is assessed by physically touching suspect ACM.

3.1.3 Sample Collection

Based on results of the visual observation, bulk samples of suspect ACM were collected in accordance with the sampling protocols outlined in 40 CFR 763.86 – Sampling. Samples of suspect ACM were collected from randomly selected locations from each HA. Samples were placed in sealable containers and labeled with unique sample numbers using an indelible marker. The selection of sample locations and frequency of sampling were based on Terracon's observations and the assumption that like materials in the same area are homogeneous in content.

Terracon collected a total of 120 bulk samples from 41 HAs of suspect ACM. A summary of suspect ACM samples collected during the inspection is provided in Table 2 in Appendix A and is included as part of the chain of custody (COC) presented in Appendix C.

3.1.4 Sample Analysis

Bulk samples of suspect ACMs were submitted under COC to Cate's Laboratories (Cates) in Dallas, Texas, for analysis by polarized light microscopy (PLM) with dispersion staining techniques in accordance with USEPA's *Method for the Determination of Asbestos in Bulk Building Materials* (600/R-93-116). The percentage of asbestos, if present, was determined by microscopic visual estimation. Cate's Laboratories is National Voluntary Laboratory Accreditation Program (NVLAP) accredited (accreditation number 200569-0).

Cates separated multi-layered samples into individual layers for analysis; the laboratory analyzed a total of 218 individual layers from the samples submitted from the building.

3.2 Lead-Containing Paint Inspection

The LCP portion of the inspection was completed by Mr. Brett Baccam. The purpose of the LCP inspection was to assess the presence of lead in coatings that might be present in building materials anticipated to be impacted by potential renovation and/or demolition activities.

The LCP inspection was conducted concurrently with the ACM inspection. Surface coatings on building components were assessed for lead content via collection of paint chips. Terracon submitted a total of seven paint chip samples to EMSL Analytical, Inc. (EMSL) in Pineville, North Carolina, for analysis by USEPA SW-846 Method 7400B *Flame Atomic Absorption Spectrophotometry* or equivalent, to determine their lead content. The Pineville laboratory is a Nation Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory (accreditation number 200841-0).

The USEPA has stated that components removed with intact LCP that is not delaminating from the substrate may be disposed of as general demolition debris. If the LCP is stripped from

components, or if it is delaminating from the substrate, the waste may be subject to hazardous waste rules [i.e., Toxicity Characteristics Leaching Procedure (TCLP)].

3.3 Mercury (Hg) Inspection

The mercury (Hg) portion of the inspection was conducted following the asbestos inspection. Terracon conducted visual observations for potential mercury-containing thermostats, switches, and gauges, and estimated the number of mercury-containing lights and fluorescent light tubes.

3.4 Polychlorinated Biphenyls (PCB) Inspection

The PCB portion of the services was conducted concurrently with the Hg inspection. Terracon estimated the number of potential ballasts and other potential PCB-containing equipment for contractor verification and proper disposal.

3.5 Chlorofluorocarbons (CFCs) Inspection

In conjunction with the above services, Terracon conducted visual observations to quantify potential CFC-containing devices such as air conditioners, coolers, and refrigeration units.

3.6 Other Potentially Regulated Materials Inspection

Terracon conducted a visual inspection of other potentially regulated materials at the building including hydraulic vehicle lift, storage tank, heaters/furnaces, automotive fluids, paints, solvents, aerosols, etc. that may either require special handling and disposal methods, or that may pose a potential issue for IDAS related to demolition and disposal.

4.0 Findings and Recommendations

4.1 Asbestos Findings and Recommendations

4.1.1 Asbestos Findings

Asbestos was reported at concentrations greater than (>) 1% by the analytical laboratory in samples collected from the following materials from the site:

- Brown, tan, and yellow floor tile and associated black mastic in hallway near entryway #1 (HA 01)
- Black mastic in breakroom, under carpet in community area, and Room #4 (HA 03)

- Pink sink undercoating in breakroom (HA 05)
- Grey caulking on south door to main entryway (HA 28)
- White 2"x2" ceiling tile with red backing on the floor in Room #4 (HA 39)
- Beige surfacing material on support beams in open office area (HA 41)

Table 1 in Appendix A identifies the confirmed ACMs, sample locations, approximate quantities, as well as material-specific notes regarding the ACMs. Table 2 in Appendix A provides a summary of the suspect asbestos samples collected. Exhibits depicting sample locations and locations of confirmed ACM's are included in Appendix B. The laboratory analytical reports and COCs are included in Appendix C. Photographic documentation is included in Appendix D.

4.1.2 Asbestos Recommendations

As NESHAP and OSHA regulations govern the removal of ACMs, Terracon recommends that a contractor permitted to perform asbestos abatement in the State of Iowa be retained to properly abate and dispose of the ACMs identified within this report in accordance with local, state, and federal regulations if they are anticipated to be impacted by renovation activities.

IDAS is responsible for NESHAP regulatory compliance regarding the proper removal, handling, and disposal of ACMs prior to any renovation or demolition. Per the State of Iowa regulations, please be aware that IDAS must notify the Iowa Department of Natural Resources (IDNR) at least 10 business days prior to asbestos abatement activities at certain quantity thresholds and prior to all renovation and/or demolition activities.

If additional materials are discovered during renovation/demolition activities, those materials must also either be sampled or assumed to contain asbestos and abated.

A summary of applicable asbestos regulations is presented in Appendix E.

4.2 Lead-Containing Paint Findings and Recommendations

4.2.1 Lead-Containing Paint Findings

Concentrations of lead were detected in two samples collected during the assessment. Please refer to Table 3 in Appendix A for a summary of the LCP inspection. Diagrams depicting paint chip locations are included in Appendix B.

4.2.2 Lead-Containing Paint Recommendations

The lead findings presented herein should not be construed as a comprehensive inspection of all coated surfaces on or in the building.

All renovation activities should adhere to the OSHA construction standards for lead; OSHA's lead standard for construction (29 CFR 1926.62) applies regardless of the lead concentration. In accordance with OSHA regulations, the results (as available) should be provided to the contractor conducting activities that will disturb lead-containing paint or other coated surfaces potentially containing lead. Where lead is present, it should be assumed that workers will be exposed to lead above the action level and personal protective measures should be implemented until an exposure assessment is completed in accordance with OSHA regulation 29 CFR 1926.62.

Lead-containing waste from renovation activities, such as debris, paint chips, dust, and sludges, that exhibit the toxicity characteristic must be managed and disposed of as a hazardous waste under RCRA, with the exception of whole-building demolition debris. A composite, representative sample of the renovation debris must be tested to determine if it is regulated as hazardous waste under 40 CFR 261 Identification and Listing of Hazardous Waste. The hazardous waste criterion for lead wastes as established under RCRA, Subtitle C, is 5.0 milligrams per liter (mg/L) measured by the Toxicity Characteristic Leaching Procedure (TCLP).

Additional regulatory procedures and processes pertaining to LCP may be required depending on the future use of the building. A summary of applicable lead regulations is provided in Appendix E.

4.3 Mercury Findings and Recommendations

4.3.1 Mercury Findings

Terracon identified several fluorescent bulbs and mercury-switch thermostats during the inspection services.

4.3.2 Mercury Recommendations

Suspect mercury-containing items should be removed, inspected, verified, and disposed of or recycled in an appropriate manner and in accordance with local, state, and federal regulations before commencing demolition activities.

4.4 PCB Findings and Recommendations

4.4.1 PCB Findings

Terracon identified several potentially PCB-containing light ballasts and transformers during the inspection services.

4.4.2 PCB Recommendations

Suspect PCB-containing items should be removed, inspected, verified, and disposed of or recycled in an appropriate manner and in accordance with local, state, and federal regulations before commencing demolition activities.

4.5 CFC Findings and Recommendations

4.5.1 CFC Findings

Terracon identified several air conditioners/heat pumps, refrigerators, and drinking fountains during the inspection services.

4.5.2 CFC Recommendations

Suspect CFC-containing items should be removed, inspected, verified, and disposed of or recycled in an appropriate manner and in accordance with local, state, and federal regulations before commencing demolition activities.

4.6 Other Potentially Regulated Materials Findings and Recommendations

4.6.1 Other Potentially Regulated Materials Findings

As part of the site inspections and observations, Terracon observed several potentially regulated materials, materials that should be considered for recycling, or materials that may require additional disposal efforts throughout the building. A summary of these materials is included in Table 4 in Appendix A.

4.6.2 Other Potentially Regulated Materials Recommendations

Terracon recommends that the materials be handled with care and disposed of according to applicable local, state, and federal regulations before commencing with the demolition. A local waste management or recycling center may need to be contacted regarding the appropriate action for these items.

Other items identified should be removed from the site and taken to an electronic de-manufacturing facility before commencing with building demolition.

5.0 Limitations/General Comments

IDAS should understand the limitations associated with this inspection. This assessment was conducted in a manner consistent with the level of care and skill ordinarily exercised by



members of the profession currently practicing under similar conditions in the same locale. The results, findings, conclusions, and recommendations expressed in this report are based on conditions observed during the services conducted at the site. The information contained in this report is relevant to the date on which this inspection was conducted and should not be relied upon to represent conditions at a later date. This report has been prepared on behalf of and exclusively for use by IDAS for specific application to their project as discussed. Contractors or consultants reviewing this report must draw their own conclusions regarding further investigation or remediation deemed necessary. Terracon does not warrant the work of regulatory agencies, laboratories, or other third parties supplying information that may have been used in the preparation of this report. No warranty, express or implied, is made.



Appendix A Tables

Table 1 – Confirmed Asbestos-Containing Materials by Homogeneous Area (HA)

The materials listed in this table have been sampled and determined to contain asbestos in concentrations greater than 1% (the NESHAP definition of ACM) or are assumed ACM. When disturbed, various federal, state, and local regulations will apply. See Appendix B for exhibits depicting locations of confirmed ACMs. Appendix C contains the detailed analytical results and the sample sheets.

HA #	Material Description	Material Location	Total Asbestos Percentage / Type	NESHAP Classification	Condition	Estimated Quantity ¹ / Notes
01	Brown, tan, and yellow 12"x12" floor tile, and associated black mastic	Hallway near entry door #1	5% Chrysotile	Category I Non-Friable	Damaged	100 SF
03	Black mastic	Breakroom, under carpet in community area, Room #4	5% Chrysotile	Category I Non-Friable	Damaged	400 SF
05	Pink sink undercoating	Breakroom sink	5% Chrysotile	Category II Non-Friable	Good	<5 SF
28	Grey caulking	South door to main entry way	7% Chrysotile	Category II Non-Friable	Good	10 LF
39	White 2"x2" ceiling tile with red backing	Debris on floor in Room #4	3% Amosite 2% Chrysotile	Regulated Asbestos Containing Material (RACM)	Severely Damaged	<15 SF
40	Beige surfacing material	Support beams in open office area	3% Chrysotile	RACM	Good	150 SF

¹ SF – Square feet, LF – Linear Feet



Table 2 –Asbestos Sample Summary

HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
01	1-FT2-1	Brown, tan, and yellow floor tile	In hallway near Entry #1	By Entry #1 door frame on ground by base	5 % Chrysotile
		Tan mastic			None Detected (ND)
		Grey mortar			ND
	1-FT2-2	Brown, tan, and yellow floor tile		Southwest wall of corridor by Entry #1, middle of wall	5 % Chrysotile
		Black mastic			5 % Chrysotile
		Grey mortar			ND
	1-FT2-3	Brown, tan, and yellow floor tile		South corner of corridor by Entry #1, by base	5 % Chrysotile
		Black mastic			5 % Chrysotile
		Grey mortar			ND
02	2-CT4-4	White ceiling tile	Ceiling in nonrenovated areas of office, north side of west wing, south office halls	Southeast corner of break room	ND
	2-CT4-5			Southeast corner of open office	ND
	2-CT4-6			Southwest corner of open office	ND
	2-CT4-7			Northeast corner of open office	ND
	2-CT4-8			North corner of south office community area	ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
03	3-FT2-9	Light brown, grey, tan floor tile	Breakroom, community area under carpet, and Office # 4	Northeast wall of break room	ND
		Tan mastic			ND
	3-FT2-10	Light brown, grey, tan floor tile		Southwest corner of break room	ND
		Tan mastic			ND
	3-FT2-11	Light brown, grey, tan floor tile		Southeast corner of break room	ND
		Tan mastic			ND
		Black mastic			5 % Chrysotile
04	4-MG3-12	Light brown cove base	Breakroom in west wing	Northwest wall of break room by middle window	ND
		Brown adhesive			ND
	4-MG3-13	Light brown cove base		Northeast corner of break room on cabinetry	ND
		Brown adhesive			ND
	4-MG3-14	Light brown cove base		Southeast corner of break room by window	ND
		Brown adhesive			ND
05	5-SC6-15	Pink sink undercoating	Breakroom sink	Sink undercoating in northeast corner of break room	5 % Chrysotile
	5-SC6-16				5 % Chrysotile
	5-SC6-17				5 % Chrysotile
06	6-CA3-18	White caulking	Cabinetry in breakroom	Countertop on southeast wall of break room	ND
	6-CA3-19				ND
	6-CA3-20				ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
07	7-MG3-21	Dark tan cove base	North office areas	West corner of Room #2 by window	ND
		Yellow and tan adhesive			ND
	7-MG3-22	Dark tan cove base		Northeast wall of Room #5	ND
		Yellow and tan adhesive			ND
	7-MG3-23	Dark tan cove base		Northeast corner of Room #9 by window	ND
		Yellow and tan adhesive			ND
08	8-MG3-24	Light brown cove base	Room #1, select areas in open office, and community area by south offices	North corner of Room #1 by window	ND
		Yellow and tan adhesive			ND
	8-MG3-25	Light brown cove base		Southwest wall of open office	ND
		Yellow and tan adhesive			ND
	8-MG3-26	Light brown cove base		East corner of community area in south offices	ND
		Yellow and tan adhesive			ND
09	9-MA5-27	Red, grey, blue 1"x1" floor tile	Restrooms in west wing by entrance #2	North corner of Women's Restroom #1 under sink	ND
		Grey grout			ND
	9-MA5-28	Red, grey, blue 1"x1" floor tile		South corner of Women's Restroom #1 behind door	ND
		Grey grout			ND
		Grey thin set			ND
	9-MA5-29	Red, grey, blue 1"x1" floor tile		West corner of Men's Restroom #1 behind door	ND
		Grey grout			ND
		Grey thin set			ND

HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
10	10-FT2-30	White and tan floor tile	Entryway #2, and under the carpet in the server room	Entry #2, directly by door base	ND
		Yellow mastic			ND
		Black mastic			ND
	10-FT2-31	White and tan floor tile		Entry #2, top of stair landing	ND
		Yellow mastic			ND
		Black mastic			ND
	10-FT2-32	White and tan floor tile		East corner of server room	ND
		Yellow mastic			ND
		Black mastic			ND
11	11-CA1-33	White caulking	Windows in south and north offices	West corner of Room #7 on window frame	ND
	11-CA1-34			Northeast corner of Room #10 on window frame	ND
	11-CA1-35			South window in community area	ND
12	12-CA5-36	Yellow caulking	Counters in restroom on southwest side of building	South counter in Men's Restroom #1	ND
	12-CA5-37			South counter in Men's Restroom #1	ND
	12-CA5-38			Southwest counter in Women's Restroom #1	ND
13	13-CA5-39	White caulking	Sink edges in southwest restrooms	Left sink in Men's Restroom #1	ND
	13-CA5-40			Right sink in Men's Restroom #1	ND
	13-CA5-41			Left sink in Women's Restroom #1	ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
14	14-MG3-42	Black cove base	Open office, south offices, and remodeled offices in east and west wing	North corner of open offices by window	ND
		Tan adhesive			ND
	14-MG3-43	Black cove base		East corner of Room #13 by window	ND
		Tan adhesive			ND
	14-MG3-44	Black cove base		Southwest corner of reception, behind barrier	ND
		Tan adhesive			ND
15	15-FC5-45	Light grey, dark grey, and blue ceramic tile	Walls of Men's Restroom #1, and Women's Restroom #1	North corner of Women's Restroom #1	ND
		Grey grout			ND
		Tan mortar			ND
	15-FC5-46	Light grey, dark grey, and blue ceramic tile		South corner of Women's Restroom #1	ND
		Grey grout			ND
		Tan mortar			ND
	15-FC5-47	Light grey, dark grey, and blue ceramic tile		Southeast corner of Men's restroom #1	ND
		Grey grout			ND
		Tan mortar			ND
16	16-CT3-48	White ceiling tile	Ceiling of Room #1, Men's and Women's Restroom #1	Northeast corner of Men's restroom #1	ND
	16-CT3-49			Southwest corner of Women's Restroom #1	ND
	16-CT3-50			Southeast corner of Room #1	ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
17	17-CA1-51	White and tan caulking	Window frame in Room #1	Northwest window of Room #1	ND
	17-CA1-52				ND
	17-CA1-53				ND
18	18-CT3-54	White 2"x2" ceiling tile with small holes	Remodeled office area and used as replacement tile in open areas.	North corner of Office A in west wing	ND
		White backing			ND
	18-CT3-55	White 2"x2" ceiling tile with small holes		East corner of Office O in west wing	ND
		White backing			ND
	18-CT3-56	White 2"x2" ceiling tile with small holes		Northwest corner of Office K in west wing	ND
		White backing			ND
19	19-CT4-57	White 2"x4" ceiling tile with small holes	Ceilings in remodeled offices and hallways	Southwest ceiling of remodeled office space	ND
		White backing			ND
	19-CT4-58	White 2"x4" ceiling tile with small holes		South hallway of remodeled office space	ND
		White backing			ND
	19-CT4-59	White 2"x4" ceiling tile with small holes		Northeast corner of remodeled office space	ND
		White backing			ND

HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
20	20-CT3-60	Grey 2"x2" ceiling tile with gashes and holes	Southern offices	North corner of Room #14, above door	ND
		White paper backing			ND
	20-CT3-61	Grey 2"x2" ceiling tile with gashes and holes		North corner of Room #11, by closets	ND
		White paper backing			ND
	20-CT3-62	Grey 2"x2" ceiling tile with gashes and holes		South corner of Room #10, by closets	ND
		White paper backing			ND
21	21-SC1-63	Black sealant	All windowpanes in building	Room #3 window	ND
	21-SC1-64			Room #9 window	ND
	21-SC1-65			Room #12 window	ND
22	22-WB1-66	Tan wallpaper	All walls in building	South corner of Room #1 above ceiling	ND
		White joint compound			ND
		Tan wallpaper			ND
		Gypsum board			ND
	22-WB1-67	White joint compound		South corner of Room #6 above ceiling	ND
		Tan wallpaper			ND
		Gypsum board			ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
22	22-WB1-68	White joint compound	All walls in building	Southeast wall of open offices, above ceiling	ND
		Tan wallpaper			ND
		Gypsum board			ND
	22-WB1-69	White joint tape		Southeast corner of Room #10, in closet	ND
		White joint compound			ND
		Tan wallpaper			ND
		Gypsum board			ND
	22-WB1-70	White joint tape		North corner of Room #14, above ceiling	ND
		White joint compound			ND
		Tan wallpaper			ND
		Wallboard material			ND
	22-WB1-71	Tan wallpaper		North corner of Office A, above ceiling	ND
		White joint tape			ND
		White joint compound			ND
		Tan wallpaper			ND
		Wallboard material			ND
	22-WB1-72	White joint tape		South corner of Office #1, above ceiling	ND
		White joint compound			ND
		Tan wallpaper			ND
		Wallboard material			ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
23	23-CT2-73	White ceiling tile with pinholes	In older parts of building, and south restrooms	West beam in open office area	ND
	23-CT2-74			East wall of community area	ND
	23-CT2-75			East beam in open office area	ND
24	24-CA5-76	White caulking	Sink in Men's Restroom #2	Bathroom sink in Men's Restroom #2	ND
	24-CA5-77				ND
	24-CA5-78				ND
25	25-MA5-79	Light grey ceramic tile	Bathroom near main entrance	Northeast wall of Women's Restroom #2, under sink	ND
		Grey grout			ND
		Tan mortar			ND
	25-MA5-80	Light grey ceramic tile		Northeast wall of Women's Restroom #2, under sink	ND
		Grey grout			ND
		Tan mortar			ND
	25-MA5-81	Light grey ceramic tile		South corner of Men's Restroom #2, behind door	ND
		Tan mortar			ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
26	26-MA6-82	White and off-white ceramic tile	Walls of bathroom near main entrance	Men's Restroom #2, above door	ND
		Grey thin set			ND
	26-MA6-83	White and off-white ceramic tile		Women's Restroom #2, above door	ND
		Grey grout			ND
		Grey thin set			ND
	26-MA6-84	White and off-white ceramic tile		Men's Restroom #2, northeast wall, middle of wall	ND
		Grey grout			ND
		Grey thin set			ND
27	27-MA5-85	Red, brown, tan 1"x1" ceramic tile	Found in the main entry on floor and walls	Northeast wall of main entry	ND
		Grey grout			ND
		Tan mortar			ND
	27-MA5-86	Red, brown, tan 1"x1" ceramic tile		South corner of main entry, on ground	ND
		Grey grout			ND
		Tan mortar			ND
	27-MA5-87	Red, brown, tan 1"x1" ceramic tile		West corner of main entry, on wall	ND
		Grey grout			ND
		Tan mortar			ND

HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
28	28-CA2-89	White caulking	South door to main entry corridor	Southwest main entry door	ND
	28-CA2-90	Black caulking			ND
		Grey caulking			7 % Chrysotile
29	29-CA2-91	White and tan caulking	North door of main entrance corridor	Main entrance corridor northeast doorframe	ND
	29-CA2-92				ND
30	30-CA2-93	White caulking	North side of double door to common area	Northeast interior door of main entrance/common area	ND
	30-CA2-94				ND
31	31-MA5-95	Red and brown brick	Breakroom area	Brick wall in break room	ND
		Dark grey mortar			ND
	31-MA5-96	Red and brown brick			ND
		Dark grey mortar			ND
	31-MA5-97	Red and brown brick			ND
		Dark grey mortar			ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
32	32-FC6-98	Yellow mastic	Under carpeting in select areas throughout the building	North corner of open office	ND
		White leveling compound			ND
	32-FC6-99	Green mastic		Northeast wall of open office	ND
	32-FC6-100	Green mastic		South end of hallway towards common area	ND
		White leveling compound			ND
		Yellow mastic			ND
33	33-MA2-101	CMU block	West wing of building and basement	In north room of basement in northeast corner	ND
		Grey mortar			ND
	33-MA2-102	CMU block		In south room of basement in east corner	ND
		Grey mortar			ND
34	34-WB5-103	Woven-like textured wallpaper	Walkway south of server room	Server room entrance corridor	ND
		Paint layer			ND
		Joint compound			ND
	34-WB5-104	Woven-like textured wallpaper			ND
		Paint layer			ND
		Joint compound			ND



HA #	Sample ID	Material Description	Material Location	Sample Location	Total Asbestos Percentage and Type
35	35-MI5-105	White and brown pipe wrap	Hole in basement wall	Basement south room, pipe socket in wall	ND
	35-MI5-106				ND
36	36-SC2-107	Black sealant	Pipe stack in southern room of basement	Basement south room, pipe entry to west wall	ND
	36-SC2-108				ND
37	37-CA3-109	White caulking	Electrical panel in southern room of basement	Caulking on electrical panel on west wall	ND
	37-CA3-110				ND
38	38-SC7-111	Clear caulking	Pipe stack in basement	Pipes running out of west wall of south room in basement	ND
	38-SC7-112				ND
39	39-CT5-113	White 2"x2" ceiling tile with red backing	Debris on floor in Room #4	Ceiling tile on ground of Room #4	3% Amosite 2% Chrysotile
	39-CT5-114				3% Amosite 2% Chrysotile
	39-CT5-115				3% Amosite 2% Chrysotile
40	40-HP5-116	Beige surfacing material	Support beams in open office area	Southwest beam in open office closest to door	3% Chrysotile
	40-HP5-117			North beam in open office close to room 9	3% Chrysotile
	40-HP5-118			East beam in open office closest to exit door	3% Chrysotile
41	41-CA2-119	White caulking	On all exit doors of building	West entry door to open office	ND
	41-CA2-120			South entry door to remodeled office space	ND
	41-CA2-121			North exit door from main entrance	ND

Table 3: Paint Chip Sample Summary

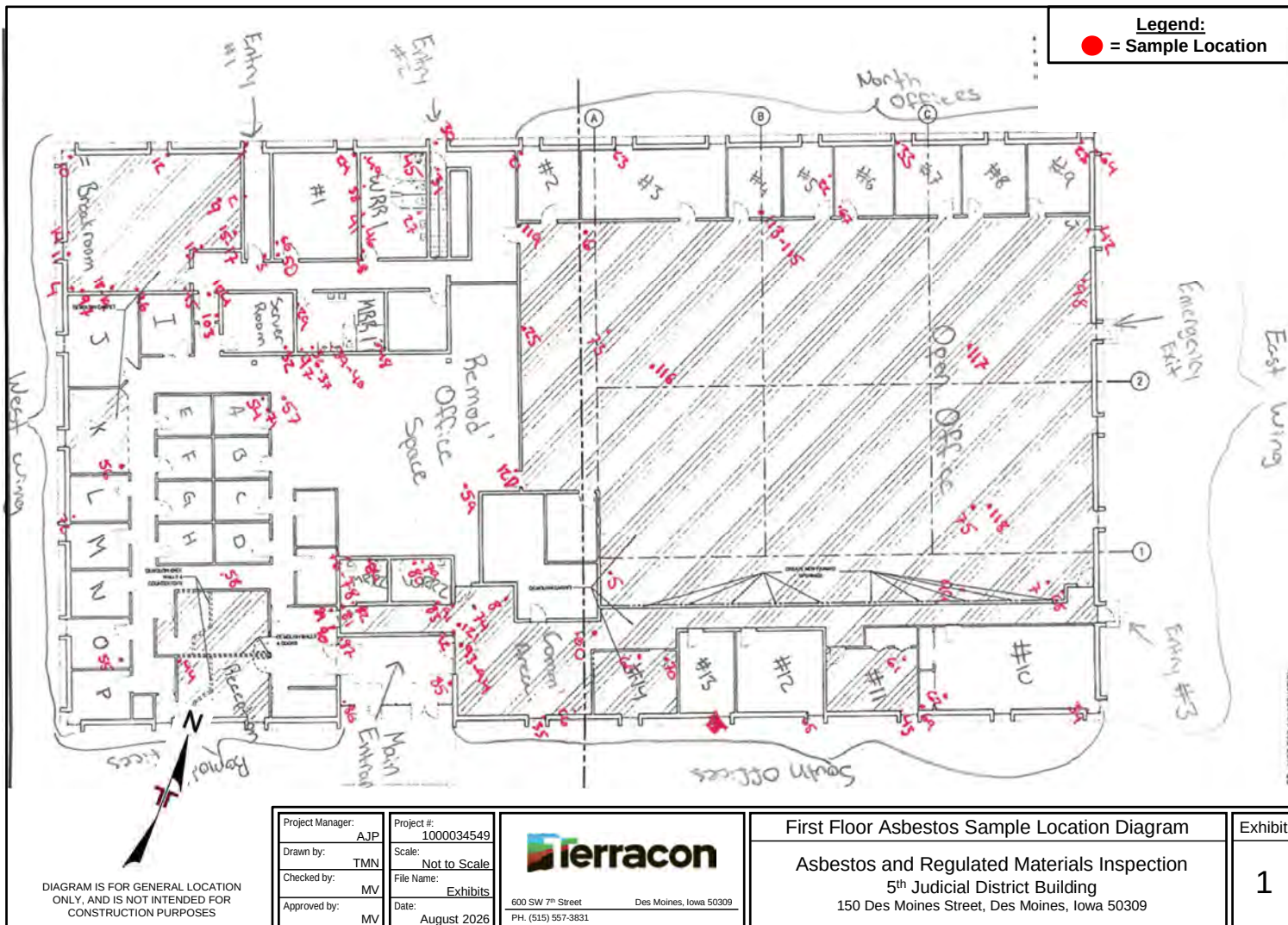
Results in bold indicate a paint or coating that is considered lead-containing.

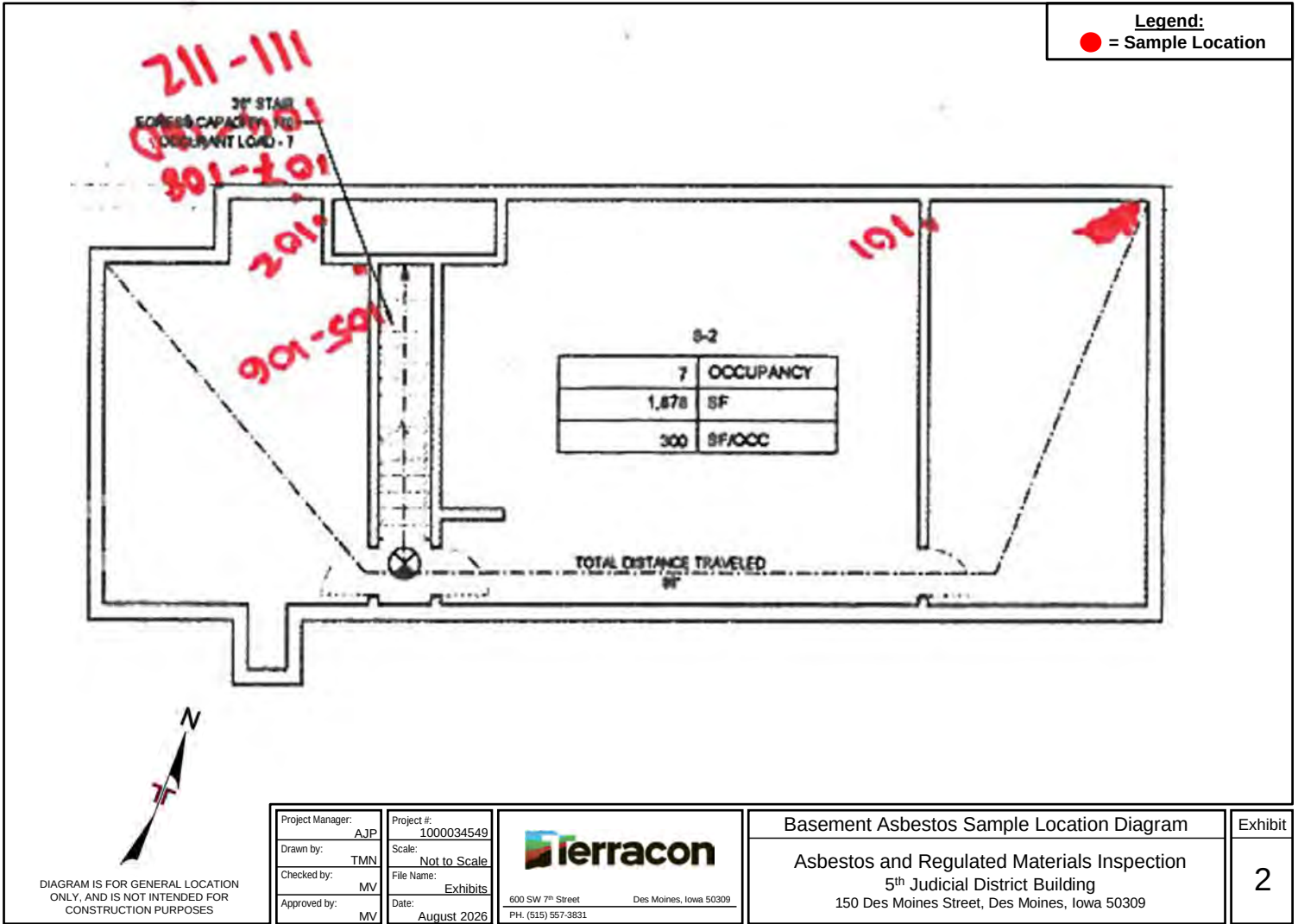
Sample #	Test Location	Substrate	Color	Lead Content (Paint Chip, % by weight)
PC-1	Between maintenance doors in basement	Metal	Red	<0.059%
PC-2	Door frame in basement	Metal	Red and white	0.14
PC-3	North hallway behind recycling	CMU block	Tan	<0.0064
PC-4	North wall in breakroom	CMU block	Light pink	<0.0064
PC-5	Southern exit door in open office area	Metal	Grey	<0.015
PC-6	Women's Restroom #2 cabinetry	Wood	Pink	0.083
PC-7	South entrance	Glass	Black	<0.023

Table 4 – Other Potentially Regulated Materials Summary

Product Name, Equipment, or Chemical Name	Estimated Quantity	Unit of Measure
Light ballasts	325	Each
Transformers	7	Each
Fluorescent lamps (Four Feet or less)	725	Bulbs
Fluorescent lamps (Greater than Four Feet)	4	Bulbs
Compact Fluorescent Lights (CFLS)	12	Bulbs
Control switches	58	Each
Mercury switch thermostats	28	Each
Smoke detectors	75	Each
Emergency strobe lights	30	Each
Motion Sensors	36	Each
Miscellaneous Control Panels	8	Each
Computers/Servers	2	Each
Emergency Lighting	11	Each
Emergency Exit Signs	18	Each
Water Fountains	4	Each
Fire extinguishers	9	Each
Air conditioners/heat pumps	1	Each
Door closers	63	Each
Paint (non-aerosol latex)	6	Cans
Water heater tank	1	Each

Appendix B Exhibits





Legend:
= LCP Sample
= Non-LCP Sample

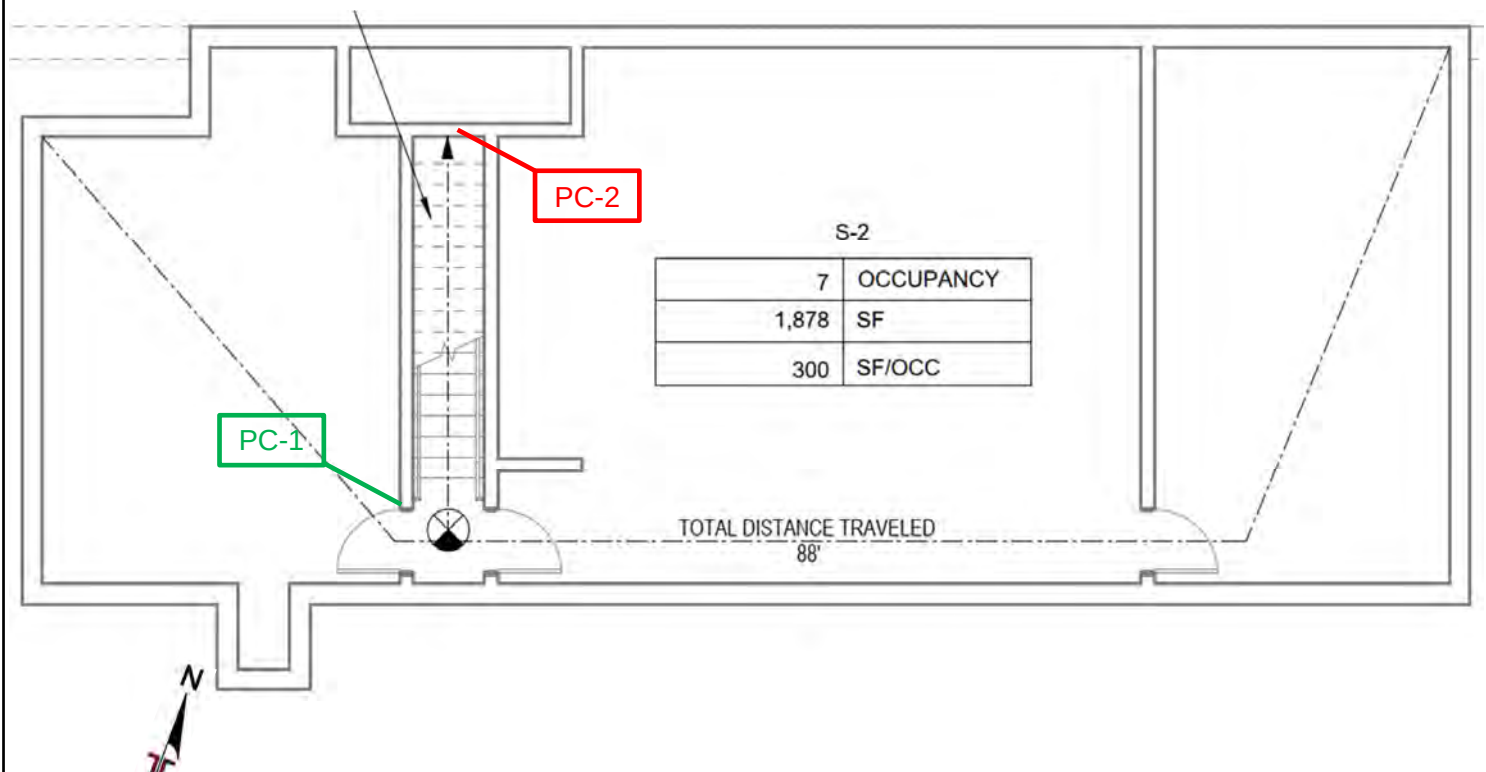


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Manager: AJP	Project #: 1000034549	 600 SW 7 th Street Des Moines, Iowa 50309 PH. (515) 557-3831	Basement LCP Sample Location Diagram	Exhibit
Drawn by: TMN	Scale: Not to Scale		Asbestos and Regulated Materials Inspection	3
Checked by: MV	File Name: Exhibits		5 th Judicial District Building	
Approved by: MV	Date: August 2026		150 Des Moines Street, Des Moines, Iowa 50309	

Legend:
= LCP Sample
= Non-LCP Sample

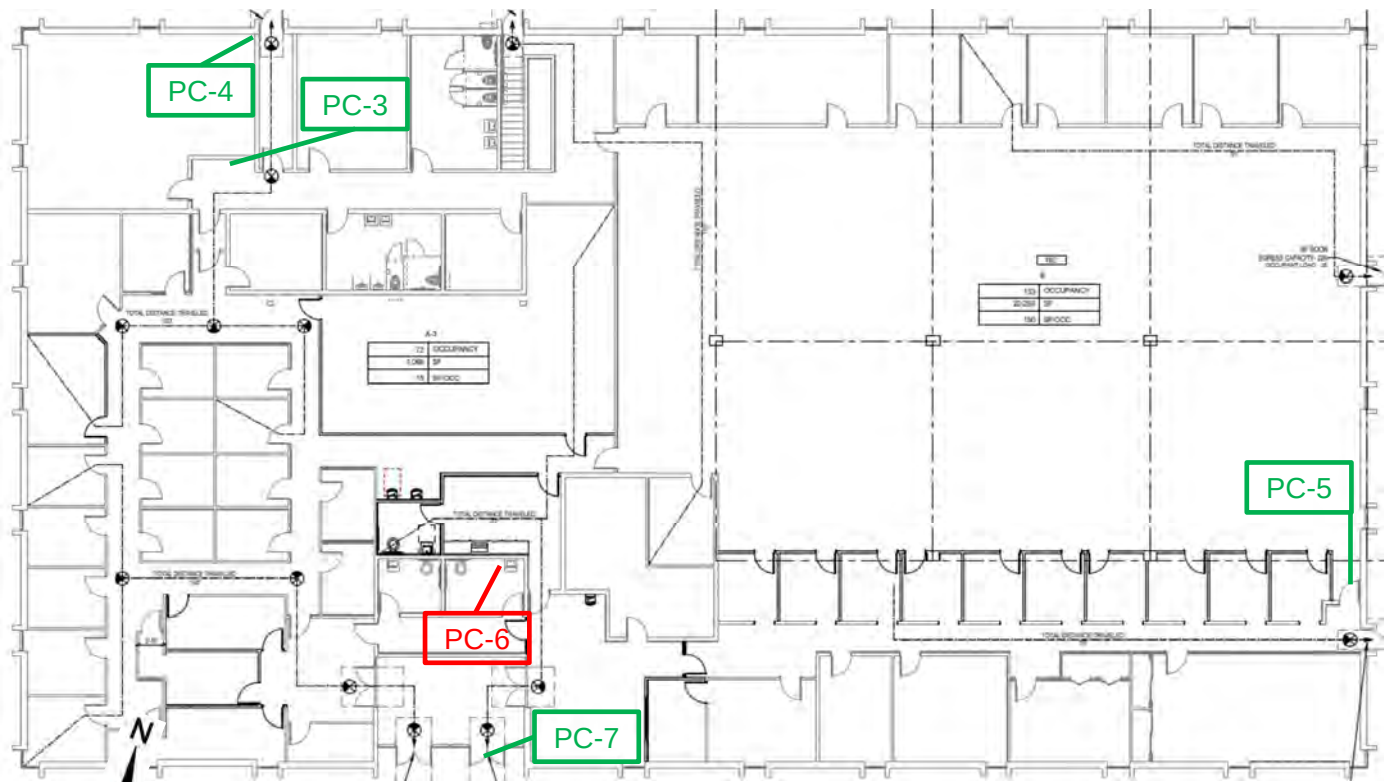


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Manager: AJP	Project #: 1000034549	 600 SW 7th Street Des Moines, Iowa 50309 PH. (515) 557-3831	First Floor LCP Sample Location Diagram	Exhibit
Drawn by: TMN	Scale: Not to Scale		Asbestos and Regulated Materials Inspection	4
Checked by: MV	File Name: Exhibits		5th Judicial District Building	
Approved by: MV	Date: August 2026		150 Des Moines Street, Des Moines, Iowa 50309	

Note: Asbestos-containing ceiling tile in Room #4 is in debris form on the floor.

Legend:

- = HA 01: Brown 12"x12" Floor Tile
 ■ = HA 03: Black Mastic
 ■ = HA 05: Sink Undercoating
■ = HA 28: Grey Door Caulk
■ = HA 39: White 2"x2" Ceiling Tile
● = HA 40: Beige Surfacing Material



DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

Project Manager:	AJP	Project #:	1000034549
Drawn by:	TMN	Scale:	Not to Scale
Checked by:	MV	File Name:	Exhibits
Approved by:	MV	Date:	August 2026



600 SW 7th Street Des Moines, Iowa 50309
PH. (515) 557-3831

First Floor ACM Location Diagram

Asbestos and Regulated Materials Inspection
5th Judicial District Building
150 Des Moines Street, Des Moines, Iowa 50309

Exhibit

5

Appendix C Laboratory Analytical Reports and COCs

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

Page 1 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515765	1-FT2-1	Brown/Tan/Yellow Tile, Grey Mortar, & Tan & Black Mastic - by Entry 1 Door Frame on Ground by Base	5% Chrysotile - Floor Tile None Detected - Tan Mastic None Detected - Mortar
CL1515766	1-FT2-2	Brown/Tan/Yellow Tile, Grey Mortar, & Tan & Black Mastic - Southwest Wall of Corridor by Entry 1, Middle of Wall	5% Chrysotile - Floor Tile 5% Chrysotile - Black Mastic None Detected - Mortar
CL1515767	1-FT2-3	Brown/Tan/Yellow Tile, Grey Mortar, & Tan & Black Mastic - South Corner of Corridor by Entry 1, by Base	5% Chrysotile - Floor Tile 5% Chrysotile - Black Mastic None Detected - Mortar
CL1515768	2-CT4-4	White Rough Textured Ceiling Tile, Grey/Tan Fibrous Body, Red Stained Backing - Southeast Corner of Break Room	None Detected - Ceiling Tile
CL1515769	2-CT4-5	White Rough Textured Ceiling Tile, Grey/Tan Fibrous Body, Red Stained Backing - Southeast Corner of Open Office	None Detected - Ceiling Tile
CL1515770	2-CT4-6	White Rough Textured Ceiling Tile, Grey/Tan Fibrous Body, Red Stained Backing - Southwest Corner of Open Office	None Detected - Ceiling Tile
CL1515771	2-CT4-7	White Rough Textured Ceiling Tile, Grey/Tan Fibrous Body, Red Stained Backing - Northeast Corner of Open Office	None Detected - Ceiling Tile
CL1515772	2-CT4-8	White Rough Textured Ceiling Tile, Grey/Tan Fibrous Body, Red Stained Backing - North Corner of South Office Community Area	None Detected - Ceiling Tile
CL1515773	3-FT2-9	Light Brown/Grey/Tan Tile, Tan & Black Mastic, Tan Float Leveler - Northeast Wall of Break Room	None Detected - Floor Tile None Detected - Tan Mastic
CL1515774	3-FT2-10	Light Brown/Grey/Tan Tile, Tan & Black Mastic, Tan Float Leveler - Southwest Corner of Break Room	None Detected - Floor Tile None Detected - Tan Mastic
CL1515775	3-FT2-11	Light Brown/Grey/Tan Tile, Tan & Black Mastic, Tan Float Leveler - Southeast Corner of Break Room	None Detected - Floor Tile None Detected - Tan Mastic 5% Chrysotile - Black Mastic
CL1515776	4-MG3-12	Light Brown/Grey Cove Base w/Brown Mastic - Northwest Wall of Break Room by Middle Window	None Detected - Cove Base None Detected - Brown Mastic

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

Page 2 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515777	4-MG3-13	Light Brown/Grey Cove Base w/Brown Mastic - Northeast Corner of Break Room on Cabinetry	None Detected - Cove Base None Detected - Brown Mastic
CL1515778	4-MG3-14	Light Brown/Grey Cove Base w/Brown Mastic - Southeast Corner of Break Room by Window	None Detected - Cove Base None Detected - Brown Mastic
CL1515779	5-SC6-15	Rough, Hard Pink Sink Undercoating - Sink Undercoating in Northeast Corner of Break Room	5% Chrysotile - Sink Undercoating
CL1515780	5-SC6-16	Rough, Hard Pink Sink Undercoating - Sink Undercoating in Northeast Corner of Break Room	5% Chrysotile - Sink Undercoating
CL1515781	5-SC6-17	Rough, Hard Pink Sink Undercoating - Sink Undercoating in Northeast Corner of Break Room	5% Chrysotile - Sink Undercoating
CL1515782	6-CA3-18	White, Rubbery, Soft Wall Caulk, Brown Layers of Debris - Countertop on Southeast Wall of Break Room	None Detected - Caulking
CL1515783	6-CA3-19	White, Rubbery, Soft Wall Caulk, Brown Layers of Debris - Countertop on Southeast Wall of Break Room	None Detected - Caulking
CL1515784	6-CA3-20	White, Rubbery, Soft Wall Caulk, Brown Layers of Debris - Countertop on Southeast Wall of Break Room	None Detected - Caulking
CL1515785	7-MG3-21	Dark Brown Cove Base, Yellow/Tan Mastic - West Corner of Room 2 by Window	None Detected - Cove Base None Detected - Yellow-Tan Mastic
CL1515786	7-MG3-22	Dark Brown Cove Base, Yellow/Tan Mastic - Northeast Wall of Room 5	None Detected - Cove Base None Detected - Yellow-Tan Mastic
CL1515787	7-MG3-23	Dark Brown Cove Base, Yellow/Tan Mastic - Northeast Corner of Room 9 by Window	None Detected - Cove Base None Detected - Yellow-Tan Mastic
CL1515788	8-MG3-24	Light Brown/Pinkish Cove Base, Yellow & Tan Mastic - North Corner of Room 1 by Window	None Detected - Cove Base None Detected - Yellow-Tan Mastic
CL1515789	8-MG3-25	Light Brown/Pinkish Cove Base, Yellow & Tan Mastic - Southwest Wall of Open Office	None Detected - Cove Base None Detected - Yellow-Tan Mastic
CL1515790	8-MG3-26	Light Brown/Pinkish Cove Base, Yellow & Tan Mastic - East Corner of Community Area in South Offices	None Detected - Cove Base None Detected - Yellow-Tan Mastic

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon	Lab Job No.: PLM-45445
Project (Line 1): State of Iowa Workforce Development Facility	Set No.: 65442
Project (Line 2): 150 Des Moines St., Des Moines, IA	Report Date: 8/5/2026
Project No: 1000034549	Sample Date: 7/24/2026
Identification: Asbestos, Bulk Sample Analysis	
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS) EPA Method 600/R-93/116	

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On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515791	9-MA5-27	Red/Grey/Blue 1" X 1" Tile w/Grey Mortar & White Thinset - North Corner of Women's Restroom 1 under Sink	None Detected - Ceramic Tile None Detected - Grout None Detected - Thinset
CL1515792	9-MA5-28	Red/Grey/Blue 1" X 1" Tile w/Grey Mortar & White Thinset - South Corner of Women's Restroom 1 behind Door	None Detected - Ceramic Tile None Detected - Grout None Detected - Thinset
CL1515793	9-MA5-29	Red/Grey/Blue 1" X 1" Tile w/Grey Mortar & White Thinset - West Corner of Men's Restroom 1 behind Door	None Detected - Ceramic Tile None Detected - Grout None Detected - Thinset
CL1515794	10-FT2-30	White & Tan Floor Tile, Yellow & Black Mastic - Entry 2, directly by Door Base	None Detected - Floor Tile None Detected - Yellow Mastic None Detected - Black Mastic
CL1515795	10-FT2-31	White & Tan Floor Tile, Yellow & Black Mastic - Entry 2, Top of Stair Landing	None Detected - Floor Tile None Detected - Yellow Mastic None Detected - Black Mastic
CL1515796	10-FT2-32	White & Tan Floor Tile, Yellow & Black Mastic - East Corner of Server Room	None Detected - Floor Tile None Detected - Yellow Mastic None Detected - Black Mastic
CL1515797	11-CA1-33	White, Bendy Caulking, Tan & Brown Paint - West Corner of Room 7 on Window Frame	None Detected - Caulking
CL1515798	11-CA1-34	White, Bendy Caulking, Tan & Brown Paint - Northeast Corner of Room 10 on Window Frame	None Detected - Caulking
CL1515799	11-CA1-35	White, Bendy Caulking, Tan & Brown Paint - South Window in Community Area	None Detected - Caulking
CL1515800	12-CA5-36	Clear, Yellowed Caulking, Brown Residue - South Counter in Men's Restroom 1	None Detected - Caulking
CL1515801	12-CA5-37	Clear, Yellowed Caulking, Brown Residue - South Counter in Men's Restroom 1	None Detected - Caulking

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon	Lab Job No.: PLM-45445
Project (Line 1): State of Iowa Workforce Development Facility	Set No.: 65442
Project (Line 2): 150 Des Moines St., Des Moines, IA	Report Date: 8/5/2026
Project No: 1000034549	Sample Date: 7/24/2026
Identification: Asbestos, Bulk Sample Analysis	
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)	
EPA Method 600/R-93/116	

Page 4 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515802	12-CA5-38	Clear, Yellowed Caulking, Brown Residue - Southwest Counter in Women's Restroom 1	None Detected - Caulking
CL1515803	13-CA5-39	White Rubber Sink Caulking - Left Sink in Men's Restroom 1	None Detected - Caulking
CL1515804	13-CA5-40	White Rubber Sink Caulking - Right Sink in Men's Restroom 1	None Detected - Caulking
CL1515805	13-CA5-41	White Rubber Sink Caulking - Left Sink in Women's Restroom 1	None Detected - Caulking
CL1515806	14-MG3-42	Black Cove Base w/White & Tan Adhesive - North Corner of Open Offices by Window	None Detected - Cove Base None Detected - Tan Mastic
CL1515807	14-MG3-43	Black Cove Base w/White & Tan Adhesive - East Corner of Room 13 by Window	None Detected - Cove Base None Detected - Tan Mastic
CL1515808	14-MG3-44	Black Cove Base w/White & Tan Adhesive - Southwest Corner of Reception, behind Barrier	None Detected - Cove Base None Detected - Tan Mastic
CL1515809	15-FC5-45	Light Grey/Dark Grey/Blue Glaze, White Tile, Grey Grout, Tan Mortar - North Corner of Women's Restroom 1	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515810	15-FC5-46	Light Grey/Dark Grey/Blue Glaze, White Tile, Grey Grout, Tan Mortar - South Corner of Women's Restroom 1	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515811	15-FC5-47	Light Grey/Dark Grey/Blue Glaze, White Tile, Grey Grout, Tan Mortar - Southeast Corner of Men's Restroom 1	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515812	16-CT3-48	White Paint, Light Brown Fibrous Ceiling Tile, Brown Paper Backing - Northeast Corner of Men's Restroom 1	None Detected - Ceiling Tile
CL1515813	16-CT3-49	White Paint, Light Brown Fibrous Ceiling Tile, Brown Paper Backing - Southwest Corner of Women's Restroom 1	None Detected - Ceiling Tile
CL1515814	16-CT3-50	White Paint, Light Brown Fibrous Ceiling Tile, Brown Paper Backing - Southeast Corner of Room 1	None Detected - Ceiling Tile
CL1515815	17-CA1-51	White/Tan Thick Rubber Caulk - Northwest Window of Room 1	None Detected - Caulking

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

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On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515816	17-CA1-52	White/Tan Thick Rubber Caulk - Northwest Window of Room 1	None Detected - Caulking
CL1515817	17-CA1-53	White/Tan Thick Rubber Caulk - Northwest Window of Room 1	None Detected - Caulking
CL1515818	18-CT3-54	White Paint, Porous Texture, Light Grey Fibrous Ceiling Tile, White Backing - North Corner of Office A in West Wing	None Detected - Ceiling Tile None Detected - White Backing
CL1515819	18-CT3-55	White Paint, Porous Texture, Light Grey Fibrous Ceiling Tile, White Backing - East Corner of Office O in West Wing	None Detected - Ceiling Tile None Detected - White Backing
CL1515820	18-CT3-56	White Paint, Porous Texture, Light Grey Fibrous Ceiling Tile, White Backing - Northwest Corner of Office K in West Wing	None Detected - Ceiling Tile None Detected - White Backing
CL1515821	19-CT4-57	White Surfacing, Light Grey Fabric Ceiling Tile, White Paper Backing - Southwest Ceiling of Remodeled Office Space	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515822	19-CT4-58	White Surfacing, Light Grey Fabric Ceiling Tile, White Paper Backing - South Hallway of Remodeled Office Space	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515823	19-CT4-59	White Surfacing, Light Grey Fabric Ceiling Tile, White Paper Backing - Northeast Corner of Remodeled Office Space	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515824	20-CT3-60	White, Very Rough, Grey/Brown Ceiling Tile, White Paper Backing - North Corner of Room 14, above Door	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515825	20-CT3-61	White, Very Rough, Grey/Brown Ceiling Tile, White Paper Backing - North Corner of Room 11, by Closets	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515826	20-CT3-62	White, Very Rough, Grey/Brown Ceiling Tile, White Paper Backing - South Corner of Room 10, by Closets	None Detected - Ceiling Tile None Detected - Paper Backing
CL1515827	21-SC1-63	Black, Thin, Rubbery Window Sealants - Room 3 Window	None Detected - Black Sealant
CL1515828	21-SC1-64	Black, Thin, Rubbery Window Sealants - Room 9 Window	None Detected - Black Sealant
CL1515829	21-SC1-65	Black, Thin, Rubbery Window Sealants - Room 12 Window	None Detected - Black Sealant
CL1515830	22-WB1-66	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - South Corner of Room 1 above Ceiling	None Detected - Wall Cover/Adhesive None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

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On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515831	22-WB1-67	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - South Corner of Room 6 above Ceiling	None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515832	22-WB1-68	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - Southeast Wall of Open Offices, above Ceiling	None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515833	22-WB1-69	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - Southeast Corner of Room 10, in Closet	None Detected - Joint Tape None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515834	22-WB1-70	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - North Corner of Room 14, above Ceiling	None Detected - Joint Tape None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515835	22-WB1-71	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - North Corner of Office A, above Ceiling	None Detected - Wall Cover/Adhesive None Detected - Joint Tape None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515836	22-WB1-72	Brown Paper Backing, White Drywall, White Tape, White Mud, Tan Wallpaper - South Corner of Office L, above Ceiling	None Detected - Joint Tape None Detected - Joint Compound None Detected - Paper None Detected - Wallboard Material
CL1515837	23-CT2-73	White Spotted Surface, Tan/Brown Fibrous Ceiling Tile, Brown/Red Backing - West Beam in Open Office Area	None Detected - Ceiling Tile
CL1515838	23-CT2-74	White Spotted Surface, Tan/Brown Fibrous Ceiling Tile, Brown/Red Backing - East Wall of Community Area	None Detected - Ceiling Tile
CL1515839	23-CT2-75	White Spotted Surface, Tan/Brown Fibrous Ceiling Tile, Brown/Red Backing - East Beam in Open Office Area	None Detected - Ceiling Tile
CL1515840	24-CA5-76	White Hard Bathroom Caulking - Bathroom Sink in Men's Restroom 2	None Detected - Caulking

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

Page 7 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515841	24-CA5-77	White Hard Bathroom Caulking - Bathroom Sink in Men's Restroom 2	None Detected - Caulking
CL1515842	24-CA5-78	White Hard Bathroom Caulking - Bathroom Sink in Men's Restroom 2	None Detected - Caulking
CL1515843	25-MA5-79	Light Grey Tile & Dark Grey Grout & Tan Mortar/Connector - Northeast Wall of Women's Restroom 2, under Sink	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515844	25-MA5-80	Light Grey Tile & Dark Grey Grout & Tan Mortar/Connector - Northeast Wall of Women's Restroom 2, under Sink	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515845	25-MA5-81	Light Grey Tile & Dark Grey Grout & Tan Mortar/Connector - South Corner of Men's Restroom 2, behind Door	None Detected - Ceramic Tile None Detected - Mortar
CL1515846	26-MA6-82	White & Off-white Tile, Dark Grey Grout, Tan Thinset - Men's Restroom 2, above Door	None Detected - Ceramic Tile None Detected - Thinset
CL1515847	26-MA6-83	White & Off-white Tile, Dark Grey Grout, Tan Thinset - Women's Restroom 2, above Door	None Detected - Ceramic Tile None Detected - Grout None Detected - Thinset
CL1515848	26-MA6-84	White & Off-white Tile, Dark Grey Grout, Tan Thinset - Men's Restroom 2, Northeast Wall, Middle of Wall	None Detected - Ceramic Tile None Detected - Grout None Detected - Thinset
CL1515849	27-MA5-85	Red/Brown/Tan 1" X 1" Tiles/Dark Grey Grout, Tan Mortar - Northeast Wall of Main Entry	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515850	27-MA5-86	Red/Brown/Tan 1" X 1" Tiles/Dark Grey Grout, Tan Mortar - South Corner of Main Entry, on Ground	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515851	27-MA5-87	Red/Brown/Tan 1" X 1" Tiles/Dark Grey Grout, Tan Mortar - West Corner of Main Entry, on Wall	None Detected - Ceramic Tile None Detected - Grout None Detected - Mortar
CL1515852	28-CA2-89	White Paint, Dark Black Caulking, Wood - Southwest Main Entry Door	None Detected - Caulking

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon	Lab Job No.: PLM-45445
Project (Line 1): State of Iowa Workforce Development Facility	Set No.: 65442
Project (Line 2): 150 Des Moines St., Des Moines, IA	Report Date: 8/5/2026
Project No: 1000034549	Sample Date: 7/24/2026
Identification: Asbestos, Bulk Sample Analysis	
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS) EPA Method 600/R-93/116	

Page 8 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515853	28-CA2-90	White Paint, Dark Black Caulking, Wood - Southwest Main Entry Door	None Detected - Caulking 1 7% Chrysotile - Caulking 2
CL1515854	29-CA2-91	Tan Paint, White Gummy Caulking - Main Entrance Corridor Northeast Doorframe	None Detected - Caulking
CL1515855	29-CA2-92	Tan Paint, White Gummy Caulking - Main Entrance Corridor Northeast Doorframe	None Detected - Caulking
CL1515856	30-CA2-93	White Hard Door Caulk w/Debris - Northeast Interior Door of Main Entrance/Common Area	None Detected - Caulking
CL1515857	30-CA2-94	White Hard Door Caulk w/Debris - Northeast Interior Door of Main Entrance/Common Area	None Detected - Caulking
CL1515858	31-MA5-95	Red Brown Brick, Dark Grey Mortar - Brick Wall in Break Room	None Detected - Brick None Detected - Mortar
CL1515859	31-MA5-96	Red Brown Brick, Dark Grey Mortar - Brick Wall in Break Room	None Detected - Brick None Detected - Mortar
CL1515860	31-MA5-97	Red Brown Brick, Dark Grey Mortar - Brick Wall in Break Room	None Detected - Brick None Detected - Mortar
CL1515861	32-FC6-98	White Leveling Compound, Various Colored Glues & Mastics - North Corner of Open Office	None Detected - Yellow Mastic None Detected - Leveling Compound
CL1515862	32-FC6-99	White Leveling Compound, Various Colored Glues & Mastics - Northeast Wall of Open Office	None Detected - Yellow/Green Mastic
CL1515863	32-FC6-100	White Leveling Compound, Various Colored Glues & Mastics - South End of Hallway towards Common Area	None Detected - Green Mastic None Detected - Leveling Compound None Detected - Yellow Mastic
CL1515864	33-MA2-101	Grey CMU, Black/Grey Mortar - in North Room of Basement in Northeast Corner	None Detected - CMU Block None Detected - Mortar
CL1515865	33-MA2-102	Grey CMU, Black/Grey Mortar - in South Room of Basement in East Corner	None Detected - CMU Block None Detected - Mortar

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

PLM REPORT SUMMARY



Cates Laboratories

1339 Motor Circle
Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

Client: Terracon
Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

Page 9 of 11

On 7/29/2026, one-hundred twenty (120) bulk samples were submitted by a representative of Terracon for asbestos analysis by PLM/DS. Copies of the lab data sheets are attached; additional information may be found therein. The results are summarized below:

Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515866	34-WB5-103	White Wall Mud, Yellow Adhesive, Threaded/Weave Wallpaper - Server Room Entryway/Corridor	None Detected - Wall Cover/Adhesive None Detected - Paint Layer None Detected - Joint Compound
CL1515867	34-WB5-104	White Wall Mud, Yellow Adhesive, Threaded/Weave Wallpaper - Server Room Entryway/Corridor	None Detected - Wall Cover/Adhesive None Detected - Paint Layer None Detected - Joint Compound
CL1515868	35-MI5-105	White/Brown Rusted Hard Flaky Insulant - Basement South Room, Pipe Socket in Wall	None Detected - Pipe Material
CL1515869	35-MI5-106	White/Brown Rusted Hard Flaky Insulant - Basement South Room, Pipe Socket in Wall	None Detected - Pipe Material
CL1515870	36-SC2-107	Black Hard Tar Sealant - Basement South Room, Pipe Entry to West Wall	None Detected - Black Sealant
CL1515871	36-SC2-108	Black Hard Tar Sealant - Basement South Room, Pipe Entry to West Wall	None Detected - Black Sealant
CL1515872	37-CA3-109	White Rubbery Caulking - Caulking on Electrical Panel on West Wall	None Detected - Caulking
CL1515873	37-CA3-110	White Rubbery Caulking - Caulking on Electrical Panel on West Wall	None Detected - Caulking
CL1515874	38-SC7-111	Clear, Soft, Rubbery Sealant - Pipes Running out of West Wall of South Room in Basement	None Detected - Caulking
CL1515875	38-SC7-112	Clear, Soft, Rubbery Sealant - Pipes Running out of West Wall of South Room in Basement	None Detected - Caulking
CL1515876	39-CT5-113	White Surface, Brown Ceiling Tile, Red Backing - Ceiling Tile on Ground of Room 4	3% Amosite - Ceiling Tile 2% Chrysotile - Ceiling Tile
CL1515877	39-CT5-114	White Surface, Brown Ceiling Tile, Red Backing - Ceiling Tile on Ground of Room 4	3% Amosite - Ceiling Tile 2% Chrysotile - Ceiling Tile
CL1515878	39-CT5-115	White Surface, Brown Ceiling Tile, Red Backing - Ceiling Tile on Ground of Room 4	3% Amosite - Ceiling Tile 2% Chrysotile - Ceiling Tile
CL1515879	40-HP5-116	Beige/Tan Paint, White Brittle Hard Surfacing - Southwest Beam in Open Office Closest to Door	3% Chrysotile - Paint Texture

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PLM REPORT SUMMARY



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Dallas, Texas 75207 (214) 920-5006

NVLAP Lab No. 200569-0
TDSHS License No. 30-0287

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Project (Line 1): State of Iowa Workforce Development Facility
Project (Line 2): 150 Des Moines St., Des Moines, IA
Project No: 1000034549
Identification: Asbestos, Bulk Sample Analysis
Test Method: Polarized Light Microscopy/Dispersion Staining (PLM/DS)
EPA Method 600/R-93/116

Lab Job No.: PLM-45445
Set No.: 65442
Report Date: 8/5/2026
Sample Date: 7/24/2026

Page 10 of 11

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Lab Sample No.	Client Field I.D.	Sample Description/Location	Asbestos Content
CL1515880	40-HP5-117	Beige/Tan Paint, White Brittle Hard Surfacing - North Beam in Open Office Close to Room 9	3% Chrysotile - Paint Texture
CL1515881	40-HP5-118	Beige/Tan Paint, White Brittle Hard Surfacing - East Beam in Open Office Closest to Exit Door	3% Chrysotile - Paint Texture
CL1515882	41-CA2-119	White Caulking, White/Yellow Paint - West Entry Door to Open Office	None Detected - Caulking
CL1515883	41-CA2-120	White Caulking, White/Yellow Paint - South Entry Door to Remodeled Office Space	None Detected - Caulking
CL1515884	41-CA2-121	White Caulking, White/Yellow Paint - North Exit Door from Main Entrance	None Detected - Caulking

These samples were analyzed by layers. The overall percent asbestos for the sample is reported when relevant. The EPA considers a material to be asbestos containing only if it contains greater than one percent asbestos by Calibrated Visual Area Estimation (CVAE). EPA regulations also indicate that Regulated Asbestos Containing Materials (RACM) – materials that are friable or may become friable – be further analyzed by point counting when the results indicate less than ten percent asbestos by CVAE. CatesLab utilizes CVAE on a routine basis and does not include point counting unless specifically requested by the client. The results may not be reproduced except in full.

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Page 11 of 11

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STATEMENT OF LABORATORY ACCREDITATION

The samples were analyzed in general accordance with the procedures outlined in the U.S. EPA Interim Method for the Determination of Asbestos in Bulk Insulation Samples as found in 40 CFR, Part 763, Subpart E, Appendix E (formerly Subpart F, Appendix A), or the current U.S. EPA method (EPA Method 600/R-93/116) for the analysis of asbestos in building materials, by polarized light microscopy. The results of each bulk sample relate only to the material tested and the results shall not be used by the client to claim product certification, approval, or endorsement by NVLAP, NIST, or any agency of the Federal Government.

Specific questions concerning bulk sample results shall be directed to the Laboratory Director.

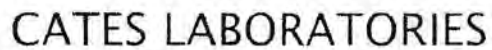
Analyst: John R. Cates

Laboratory Director: John R. Cates, P.G.

Approved Signatory:




TESTING
NVLAP LAB CODE 200569-0



CHAIN OF CUSTODY

Fax No.: _____

P.O. No.: _____

See Attached Chain of Custody

Wishfulle 7/29/26 09:29

USPS

NVLAP Lab Code 200569-0, TDSHS-Asbestos: 30-0287, TDLR-Mold: LAB1034, AZ Lab Cert. AZ0948

Project Name: State of Iowa Asb Inspection
 Project Address: 150 Des Moines St.
 Project Number: 10000345490
 City/State / Zip: Des Moines, IA, 50309

LAB LOCATION:

Page 1 of 7

Project Manager: Austin Potthoff
 Email Results To: Austin.Potthoff@Terracon.com

Sample Identification	Sample Location Description	HA General Location	Material Description (Type, Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP Classification ¹	Notes/Physical Condition ²
1 - FTZ - 1	By Entry #1 door frame on ground by base	Tile only found in Entry #1 corridor	Brn/tan/Yellw tile, Grey Mortar, & tan + Blk mastic	100 SF	F (C1) C2	G (D) SD
- - 2	SW wall of Corridor of Entry #1, middle of wall					
- - 3	S Corner of Corridor by Entry #1, by base					
2 - CT4 - 4	SE Corner of breakroom	Ceiling tile in non renovated areas of office/Open office, North side of West wing South office Halls.	White rough, textured ceiling tile, grey/tan fibrous body, Red stained backing	9,500 SF	F C1 C2	G D SD
- - 5	SE Corner of Open Office					
- - 6	SW Corner of Open Office					
- - 7	NE Corner of Open Office				F C1 C2	G D SD
- - 8	N Corner of South Office Community Area					
- -						
3 - FTZ - 9	NE Wall of Breakroom	Tile found in break room & in community area under carpet squares, Room #14	Light Brn, grey, tan, tile - Tan & Blk mastic tan floor level	400 SF	F (C1) C2	G (D) SD
- - 10	SW Corner of Breakroom					
- - 11	SE Corner of Breakroom					
4 - MG3 - 12	NW Wall of Breakroom by middle window	Only found in break room in West wing	Light Brn / Grey Cove base w/ Brn mastic	100 LF	F (C1) C2	G D SD
- - 13	NE Corner of Breakroom on cabinetry					
- - 14	SE Corner of Breakroom by window					

Sampling Date: 7-24-2026
 Relinquished by: Brett Baumann
 Collected by (print): Brett Baumann

Analysis: PLM EPA 600/R-93/116 ☒ PLM 400 Point Count ☐ TEM ☐ Other

Turnaround Time (circle): 6 Hrs 24 Hrs 2 Days 3 Days (5 Days) Other

Inspector's Signature: Brett B

Received by: [Signature]

Instructions:

Terracon ARMS: ☐

Stop Positive: ☐

Number of samples: 120

¹ F = Friable; C1 = Category I: packings, gaskets, asphaltic roofing products, resilient flooring; C2 = Category II Non-Friable: any materials other than Cat. I containing >1% asbestos
² G = Good (<1%); D = Damaged (<10% distributed or >25% localized); or SD = Significantly Damaged (>10% distributed or >25% localized)

(Spl. 88 Not listed on COC & Not included in bag)



Asbestos Bulk Sample and Chain of Custody Form

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Order ID: _____

Select a Laboratory: _____

PLM45445 (Set 65442)

Lab Location: Select LAB LOCATION

Page 2 of 7

Sample Identification		Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
HA -	BS - Sample #						
5	SL6-15	Sink Undercoating in NE Corner of Breakroom	Only found on Breakroom sink	Rough, hard, pink, Sink undercoating	LS SF	F C1 C2	G D SD
-	- 16						
-	- 17						
6	CA3-18	Countertop on SE Wall of Breakroom	Only found on cabinetry to brick jointing in Breakroom	White, rubbery, soft, wall cavity, 1/2" layer of debris	15 LF	F C1 C2	G D SD
-	- 19						
-	- 20						
7	MG3-21	W Corner of Room #2 by Window	Found on floor to wall joints in North offices only	Dark Bm Cove Base, Yellow/tan mastic	300 LF	F C1 C2	G D SD
-	- 22	NE Wall of Room #5					
-	- 23	NE Corner of Room #9 by Window					
8	MG3-24	N Corner of Room #1 by Window	Found in Room #1, spotted around open office & community area by South offices	Light Bm/Pinkish, Cove base, Yellow & tan mastic.	250 LF	F C1 C2	G D SD
-	- 25	SW Wall of Open Office					
-	- 26	E Corner of Community Area in South Offices					
9	MAS-27	North Corner of WRR 1, under sink	Only found on floors of Restrooms in west wing, by Entry #1 & 2	Red, Green, Blue 1"x1" tile with Grey mortar & white thinset	150 SF	F C1 C2	G D SD
-	- 28	S Corner of WRR 1, Behind door					
-	- 29	W Corner of MRR 1, Behind door					
10	PT2-30	Entry #2, directly by door base	Tile in Entry #2 and server room under carpet	White & tan floor tile, Yellow & tan mastic	150 SF	F C1 C2	G D SD
-	- 31	Entry #2, top of stair landings					
-	- 32	E Corner of Server Room					
11	CA1-33	W Corner of Room #7 on window frame	Window Caulking on South & North office windows, from wall to window frame	White, bendy, caulking, tan & brown paint.	800 LF	F C1 C2	G D SD
-	- 34	NE Corner of Room #10 on window frame					
-	- 35	S Window in Community Area					

Rec'd by: Mary Anderson 7/19/26 09:29

**Asbestos Bulk Sample and Chain of Custody Form**

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Order ID: _____

Select a Laboratory: _____

Lab Location: Select LAB LOCATION

Page 3 of 7

Sample Identification			Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
HA	BS Code	Sample #						
12	CA5	36	S counter in MRR1	Only found on counters in SW part of building restrooms	Clear, yellowed caulking, Brn residue	x20 LF	F C1 C3	(G) D SD
-	-	37	↓					
-	-	38	SW Counter in WRR1					
13	CA5	39	Left Sink in MRR1	Only found on sink edges in SW restrooms	White, rubbery, sink caulking	x5 LF	F C1 C2	(G) D SD
-	-	40	Right Sink in MRR1					
-	-	41	Left Sink in WRR1					
14	MA3	42	N Corner of open offices by window	Found in open office South offices, & remodeled office in East & West Wing.	BLK Cove base, w/ white, & tan adhesive	Almost entire interior base	F C1 C2	(G) D SD
-	-	43	E Corner of Room #13 by window					
-	-	44	SW Corner of Reception, Behind barrier					
15	FL5	45	N Corner of WRR1	Walls of MRR1 & WRR1	Light gray, dark gray, & blue glaze/white tile grout, tan mortar	750 SF	F C1 C2	(G) D SD
-	-	46	S Corner of WRR1					
-	-	47	SE Corner of MRR1					
16	CT3	48	NE Corner of MRR1	Ceiling of Room #1, MRR1, WRR1	White paint, light Brn fibrous ceiling tile, Brn paper backing	150 SF	F C1 C2	(G) D SD
-	-	49	SW Corner of WRR1					
-	-	50	SE Corner of Room #1					
17	CA1	51	NW Window of Room #1	Only found on window frame & wall of room #1	White/tan thick rubbery caulk	x15 LF	F C1 C2	(G) D SD
-	-	52	↓					
-	-	53	↓					
18	CT3	54	N Corner of office A in West Wing	x22 Ceiling tile only found in remodeled office space & scattered to E & open area	White paint, paint texture, light gray fibrous ceiling tile, white backing	1500 SF	F C1 C2	(G) D SD
-	-	55	E Corner of office O in West Wing					
-	-	56	NW Corner of office K in West Wing					

Rec'd by: Marty [Signature] 7/29/22 09:29

Asbestos Bulk Sample and Chain of Custody Form

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Order ID: _____

Select a Laboratory: _____

Lab Location: Select LAB LOCATION

Page 4 of 7

Sample Identification HA - BS - Sample #	Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
19-CT4-57	SW ceiling of Remod' Office Space	CT4 Ceiling tile in Remod' office space & hallways	White surfacing, light grey fabric ceiling tile, white paper backing	2,500 SF	(F) C1 C2	(G) D SD
- - 58	S Hallway of Remod' Office Space					
- - 59	NE Corner of Remod' Office Space					
20-CT3-60	N Corner of Room # 14, above door	Exclct in South offices rooms only	White, very rough, green / Brn ceiling tile, white paper backing	1,000 SF	(F) C1 C2	(G) D SD
- - 61	N Corner of Room # 11, by closets					
- - 62	S Corner of Room # 10, by closets					
21-SCI-63	Room #3 Window	All window panes in building	Blk, thin, rubbery window sealant	1,000 LF	F C1 C2	(G) D SD
- - 64	Room #9 Window					
- - 65	Room #12 Window					
22-WB1-66	South Corner of Room #1 above ceiling	Across entire building & room perimeters	Brn paper backing, white drywall, white tape, white mtd, tan wall paper	Whole interior 8,000+ SF	F C1 C2	G D SD
- - 67	S Corner of Room #6 Above ceiling					
- - 68	SE Wall of Open Offices, Above ceiling					
- - 69	SE Corner of Room #10, in closet				F C1 C2	G D SD
- - 70	N Corner of Room #14, Above ceiling					
- - 71	N Corner of Office A, Above ceiling					
- - 72	S Corner of Office L, Above ceiling				F C1 C2	G D SD
- -						
- -						
23-CT2-73	W beam in Open Office area	In non remodeled parts of building, asbestos w/ lot of small quantities, South Bathroom	White speckled surface, tan / brn F ceramic ceiling tile, Brn/Ed backing	300 SF	(F) C1 C2	(G) D SD
- - 74	E Wall of Community area					
- - 75	E beam in Open Office area					

Rec'd by: Matt Hodge 7/29/06 09:29

**Asbestos Bulk Sample and Chain of Custody Form**

Lab Order ID: _____

Select a Laboratory: _____

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Location: Select LAB LOCATION

Page 5 of 7

Sample Identification			Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
HA	BS Code	Sample #						
24	CAS	76	Bathroom Sink in MRRZ	Only on Sink in MRRZ	White hard bathroom caulking	<5 LF	F C1 C2	(G) D SD
-	-	77						
-	-	78						
25	MAS	79	NE Wall of WRRZ, under Sink	Only found in Main Entry bathroom floors	light grey tile & dk grey grout + Tan mortar/ connector	150 SF	F C1 (C2)	(G) D SD
-	-	80						
-	-	81	S Corner of MRRZ, Behind door					
26	MAS	82	MRRZ, Above door	Only found in Main entry bathroom walls	White & off white tile, dark grey grout, tan inset	500 SF	F C1 (C2)	(G) D SD
-	-	83	WRRZ, Above door					
-	-	84	MRRZ, NE Wall, middle of wall					
27	MAS	85	NE Wall of main entry,	Only found in Main entry on floor & walls	Red, Brn, tan, 1"x1" tiles/dk grey grout, tan mortar	300 SF	F C1 (C2)	(G) D SD
-	-	86	S Corner of main entry, on ground					
-	-	87	W Corner of main entry, on wall					
28	CAZ	89	SW Main entry door	Caulking found on South entry to Main entry Corridor	White paint, dk/bk Caulking, wood	10 LF	F C1 (C2)	(G) D SD
-	-	90						
-	-							
29	CAZ	91	Main Entrance Corridor NE door frame	Caulking on North door of main entry Corridor	Tan paint, white, gummy, caulking	10 LF	F C1 (C2)	(G) D SD
-	-	92						
-	-							
30	CAZ	93	NE Interior door of main entrance / Comm' Area	Only found on North side of double door in Comm' Area	White, hard door caulk, w/ debris.	8 LF	F C1 (C2)	(G) D SD
-	-	94						
-	-							

Rec'd by: Mitchell 7/29/26 09:29



Asbestos Bulk Sample and Chain of Custody Form

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Order ID: _____

Select a Laboratory: _____

Lab Location: Select LAB LOCATION

PLM45445 (set 65442)

Page 6 of 7

Sample Identification	Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
31-MA5-95	Brick wall in breakroom	Only found in break room	Reddish tan mortar, dark grey mortar	150 SF	F C1 (C2)	(G) D SD
- -96						
- -97						
32-FC6-98	N Corner of Open Office	Found sporadically around entire building under carpet	White leveling compound, various colored glazes & mastics	1,000 SF	F C1 (C2)	(G) D SD
- -99	NE Wall of Open Office					
- -100	S End of hallway towards Comm' Area					
33-MA2-101	In N room of Basement in NE Corner	CMU Block found in West Wing of building & Basement	Grey CMU block, grey mortar	1,500 SF	F C1 (C2)	(G) D SD
- -102	In S Room of Basement in E Corner					
- -						
34-WB5-103	Server Room Entryway / Corridor	Only found in this walkway south of server room	White wall / mtd. yellow adhesive, textured, weaved wallpaper	150 SF	F C1 (C2)	(G) D SD
- -104						
- -						
35-M15-105	Basement S room, pipe socket in wall	Only in one hole in basement wall	White, brown, rusted, hard, flaking, insulator	< 5 LF	F C1 (C2)	G D (SD)
- -106						
- -						
36-SC2-107	Basement S room, pipe entry to W wall	Only on this group of pipes in S room of Basement	Blk, hard, tar, sealant	< 5 SF	F (C1) C2	(G) D SD
- -108						
- -						
37-CA3-109	Caulking on Electrical panel on W Wall	Only on this electrical panel in S basement room	White, rubbery, caulking	10 LF	F C1 (C2)	(G) D SD
- -110						
- -						

Rec'd by: *Mary Blair* 7/29/26 09:29



Asbestos Bulk Sample and Chain of Custody Form

Des Moines: 600 SW 7th St., Ste. M, Des Moines, IA 50309 (515) 244 3184

Lab Order ID: _____

Select a Laboratory: _____

PLM 45445 / set 65442

Lab Location: Select LAB LOCATION

Page 7 of 7

Sample Identification HA - BS - Sample #	Sample Location Description	HA General Location	Material Description (Type; Color/Texture)	Quantity (SF, LF, Cubic Ft, Units)	NESHAP ¹ Classification	Notes/Physical Condition ²
38-SC7-111	Pipes Running out of West Wall of Room in Basement	Only in this group of piping in basement	Clear, soft, Rubbery, sealant	15 LF	F C1 C2	(G) D SD
- - 112						
- -						
38-CT5-113	Ceiling tile on Ground of room #4	Only found on ceiling tile of room #4 on ground	White surface on ceiling tile, Red backing	<15 SF	F C1 C2	G D (SD)
- - 114						
- - 115						
40-1175-116	SW Beam in Open Office Closest to door	Only found on support beams in Open office	Beige/tan paint, white brittle, hard surfacing	150 SF	F C1 C2	(G) D SD
- - 117	N Beam in Open Office Close to Room #4					
- - 118	E Beam in Open Office Closest to Exit door					
41-CA2-119	W Entry door to Open Office	Caulking found on all exit doors in building	White caulking White Yellow paint	150 LF	F C1 C2	(G) D SD
- - 120	S Entry door to Remodels Office Service					
- - 121	N Exit door from Main Entrance					
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD
- -					F C1 C2	G D SD

Rec'd by: M. B. B. 7/26/09 09:19

**EMSL Analytical, Inc.**

10801 Southern Loop Blvd, Pineville, NC, 28134
Telephone: (704) 525-2205 Fax: (704) 525-2382
emsl.com

EMSL Order ID: 412652427
LIMS Reference ID: LE52427
EMSL Customer ID: TCON21

Attention: Austin Potthoff
Terracon Consultants, Inc. [TCON21]
600 SW 7th Street Ste. M
Des Moines, IA 50309
(515) 783-8592
austin.potthoff@terracon.com

Project Name: State of Iowa Interior Asbestos
Inspection/10000345490

Customer PO:
EMSL Sales Rep: Jason McDonald
Received: 07/29/2026 10:00
Reported: 08/02/2026 15:55

Analytical Results

Analyte	Results	RL	Weight	Prep Date & Tech	Prep Method	Analysis Date & Analyst	Analytical Method	Q	DF
Client Sample ID: PC-1/Basement,Between Maintenance Doors-Red Paint on Steel Frame						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-01			
Lead	<0.059 % wt	0.059 % wt	0.0271 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-2/Top of Basement Stairs on Door Frame-White & Red Paint on Steel						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-02			
Lead	0.14 % wt	0.014 % wt	0.1147 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-3/North Hallway Behind Recycling-Tan Paint on CMU Block						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-03			
Lead	<0.0064 % wt	0.0064 % wt	0.2555 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-4/Breakroom North Wall,Behind Trash-Pink/Light Pink-CMU						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-04			
Lead	<0.0064 % wt	0.0064 % wt	0.2549 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-5/Open Office Exit Door,South-White/Grey Paint-Steel						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-05			
Lead	<0.015 % wt	0.015 % wt	0.1101 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-6/South Side Womens Restroom Sink-Pink/Reddish-Wood Cabinet						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-06			
Lead	0.083 % wt	0.0080 % wt	0.2001 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	
Client Sample ID: PC-7/South Entrance,Main Entry-Blk Paint-Glass Backing						Date Sampled: 07/27/26			
Matrix: Chips						LIMS Reference ID: LE52427-07			
Lead	<0.023 % wt	0.023 % wt	0.0703 g	07/30/26 MSX	SW-846 3050B	07/31/26 D.T	SW 846-7000B	1	

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EMSL Order ID: 412652427

LIMS Reference ID: LE52427

EMSL Customer ID: TCON21

Attention: Austin Potthoff
Terracon Consultants, Inc. [TCON21]
600 SW 7th Street Ste. M
Des Moines, IA 50309
(515) 783-8592
austin.potthoff@terracon.com

Project Name: State of Iowa Interior Asbestos
Inspection/10000345490

Customer PO:
EMSL Sales Rep: Jason McDonald
Received: 07/29/2026 10:00
Reported: 08/02/2026 15:55

Certified Analyses included in this Report

Analyte	Certifications
<i>SW 846-7000B in Chips</i>	
Lead	41-AIHA ELLAP

List of Certifications

Code	Description	Number	Expires
41-AIHA ELLAP	American Industrial Hygiene Association (AIHA LAP, LLC) - ELLAP	192283	12/01/2026
41-AIHA EMLAP	American Industrial Hygiene Association (AIHA LAP, LLC) - EMLAP	192283	12/01/2026
41-AIHA IHLAP	American Industrial Hygiene Association (AIHA LAP, LLC) - IHLAP	192283	12/01/2026
41-NCDHHS	North Carolina Department of Health and Human Services	37907	07/31/2026
41-SCDES	South Carolina Department of Environmental Services	99067	07/31/2026

Please see the specific Field of Testing (FOT) on www.emsl.com <<http://www.emsl.com>> for a complete listing of parameters for which EMSL is certified.

Notes and Definitions

Item	Definition
(Dig)	For metals analysis, sample was digested.
[2C]	Reported from the second channel in dual column analysis.
DA	Direct Analysis
DF	Dilution Factor
MDL	Method Detection Limit.
ND	Analyte was NOT DETECTED at or above the reporting limit, or the mdl if provided.
NR	Spike/Surrogate showed no recovery.
Q	Qualifier
RCS	Respirable Crystalline Silica
RL	Reporting Limit
Wet	Sample is not dry weight corrected.

Measurement of uncertainty and any applicable definitions of method modifications are available upon request. Per EPA NLLAP policy, sample results are not blank corrected.

**EMSL Analytical, Inc.**

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Inspection/10000345490

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EMSL Sales Rep: Jason McDonald
Received: 07/29/2026 10:00
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Lee Plumley Laboratory Manager or other approved signatory

EMSL maintains liability limited to cost of analysis. Interpretation and use of test results are the responsibility of the client. This report relates only to the samples reported above and may not be reproduced, except in full, without written approval by EMSL. EMSL bears no responsibility for sample collection activities or analytical method limitations. The report reflects the samples as received. Results are generated from the field sampling data (sampling volumes and areas, locations, etc.) provided by the client on the Chain of Custody. QC sample results are within quality control criteria and met method specifications unless otherwise noted. All results for soil samples are reported on a dry weight basis, unless otherwise noted.

Analysis following EMSL SOP for the Determination of Environmental Lead by FLAA. The laboratory has a reporting limit of 0.0064% by wt., based upon a minimum sample weight of 0.25g submitted to the lab, and is not responsible for any result or reporting limit provided in mg/cm² since it is dependent upon an area value provided by non-lab personnel. A "<" (less than) result signifies that the analyte was not detected at or above the reporting limit. Measurement of uncertainty and definitions of modifications are available upon request. Results in this report are not blank corrected unless specified.



EMSL ANALYTICAL, INC.
TESTING LABS • PRODUCTS • TRAINING

Lead Chain of Custody

EMSL Order Number / Lab Use Only

EMSL Analytical, Inc.
10801 Southern Loop Blvd
Pineville, North Carolina 28134

PHONE: (704) 525-2205

EMAIL: charlottelab@emsl.com

LE52427

Customer Information	Customer ID:	Billing ID:	Same as left column
	Company Name:	Company Name:	
	Contact Name:	Billing Contact:	
	Street Address:	Street Address:	
	City, State, Zip:	City, State, Zip:	Country:
Phone:	515-783-8592	Phone:	
Email(s) for Report:	Austin.Potthoff@terracon.com	Email(s) for Invoice:	

Project Information	
Project Name/No.:	State of Iowa Interior Asbestos Inspection 10000345490
EMSL LIMS Project ID:	US State where samples collected: IA
(If applicable, EMSL will provide)	State of Connecticut (CT) must select project location: ☐ Commercial (Taxable) ☐ Residential (Non-Taxable)
Sampled By Name:	Sampled By Signature: Brett Baccam
No. of Samples in Shipment:	7

Turn-Around-Time (TAT)	
☐ 3 Hour	☐ 6 Hour
☐ 24 Hour	☐ 32 Hour
☐ 48 Hour	☐ 72 Hour
☐ 96 Hour	☒ 1 Week
☐ 2 Week	

MATRIX	METHOD	INSTRUMENT	REPORTING LIMIT	SELECTION
CHIPS ☒ % by wt. ☐ ppm (mg/kg) ☐ mg/cm ²	SW 846-7000B	Flame Atomic Absorption	0.008% (80ppm)	☒
Reporting Limit based on a minimum 0.25g sample weight.	SW 846-6010D	ICP-OES	0.0004% (4ppm)	☐
**Not appropriate for Ceramic Tiles - XRF is recommended	NIOSH 7082	Flame Atomic Absorption	4µg/filter	☐
AIR	NIOSH 7300M / NIOSH 7303M	ICP-OES	0.5µg/filter	☐
	NIOSH 7300M / NIOSH 7303M	ICP-MS	0.05µg/filter	☐
WIPE ☐ ASTM ☐ NON-ASTM	SW 846-7000B	Flame Atomic Absorption	10µg/wipe	☐
If no box is checked, non-ASTM Wipe is assumed	SW 846-6010D	ICP-OES	1.0µg/wipe	☐
TCLP	SW 846-1311 / 7000B / SM 3111B	Flame Atomic Absorption	0.4 mg/L (ppm)	☐
	SW 846-1311 / SW 846-6010D*	ICP-OES	0.1 mg/L (ppm)	☐
SPLP	SW 846-1312 / 7000B / SM 3111B	Flame Atomic Absorption	0.4 mg/L (ppm)	☐
	SW 846-1312 / SW 846-6010D*	ICP-OES	0.1 mg/L (ppm)	☐
TTLIC	22 CCR App. II, 7000B	Flame Atomic Absorption	40mg/kg (ppm)	☐
	22 CCR App. II, SW 846-6010D*	ICP-OES	2mg/kg (ppm)	☐
STLC	22 CCR App. II, 7000B	Flame Atomic Absorption	0.4 mg/L (ppm)	☐
	22 CCR App. II, SW 846-6010D*	ICP-OES	0.1 mg/L (ppm)	☐
Soil	SW 846-7000B	Flame Atomic Absorption	40mg/kg (ppm)	☐
	SW 846-6010D*	ICP-OES	2mg/kg (ppm)	☐
Wastewater	SM 3111B / SW 846-7000B	Flame Atomic Absorption	0.4 mg/L (ppm)	☐
Unpreserved ☐	EPA 200.7	ICP-OES	0.020 mg/L (ppm)	☐
Preserved with HNO ₃ ☐ PH<2	EPA 200.5	ICP-OES	0.003 mg/L (ppm)	☐
Drinking Water	EPA 200.8	ICP-MS	0.001 mg/L (ppm)	☐
Unpreserved ☐				☐
Preserved with HNO ₃ ☐ PH<2				☐
TSP/SPM Filter	40 CFR Part 50	ICP-OES	12 µg/filter	☐
Other:				☐

Sample Number	Sample Location	Volume/Area Color/substrate	Date / Time Sampled
PC-1	Basement, Between Maintenance doors	Red Paint on Steel frame	7-27-26 5:10
PC-2	Top of Basement stairs on deck frame	White & Red Paint on Steel	7-27-26 5:05
PC-3	North Hallway behind Recycling	Fluor Paint on CMU Block	7-27-26 5:15
PC-4	Breakroom North wall, behind door	Pink/light pink - CMU	7-27-26 5:20
PC-5	Open Office Exit door, South	White/Grey Paint - Steel	7-27-26 5:25

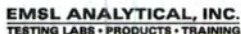
Method of Shipment:	Priority Overnight	Sample Condition Upon Receipt:	
Relinquished by:	Brett Baccam	Date/Time:	7-28-26 3:30
Relinquished by:		Date/Time:	
Received by:	AG 7/28/26 10:00	Date/Time:	7-28-26 10:00
Received by:		Date/Time:	

Controlled Document - COC-25 Lead R17 05/09/2022

*6010C Available Upon Request

☐ AGREE TO ELECTRONIC SIGNATURE (By checking, I consent to signing this Chain of Custody document by electronic signature.)

EMSL Analytical, Inc.'s Laboratory Terms and Conditions are incorporated into this Chain of Custody by reference in their entirety. Submission of samples to EMSL Analytical, Inc. constitutes acceptance and acknowledgment of all terms and conditions by Customer.



Emsl Order Number / Lab Use Only

EMSL Analytical, Inc.
10801 Southern Loop Blvd
Pineville, North Carolina 28134

PHONE: (704) 525-2205

EMAIL: charlottelab@emsl.com

LE52427

Additional Pages of the Chain of Custody are only necessary if needed for additional sample information

Special Instructions and/or Regulatory Requirements (Sample Specifications, Processing Methods, Limits of Detection, etc.)

Controlled Document - COC-25 Lead R17 05/09/2022

☐ **AGREE TO ELECTRONIC SIGNATURE** (By checking, I consent to signing this Chain of Custody document by electronic signature.)

EMSL Analytical, Inc.'s Laboratory Terms and Conditions are incorporated into this Chain of Custody by reference in their entirety. Submission of samples to EMSL Analytical, Inc. constitutes acceptance and acknowledgment of all terms and conditions by Customer.

Appendix D Photographic Documentation



Photo 1: HA 01: Asbestos-containing brown 12"x12" floor tile and associated black mastic located in the entrance hallway at Door #1.



Photo 2: HA 03: Asbestos-containing black mastic under tiles in the breakroom, community area, and Room #4.

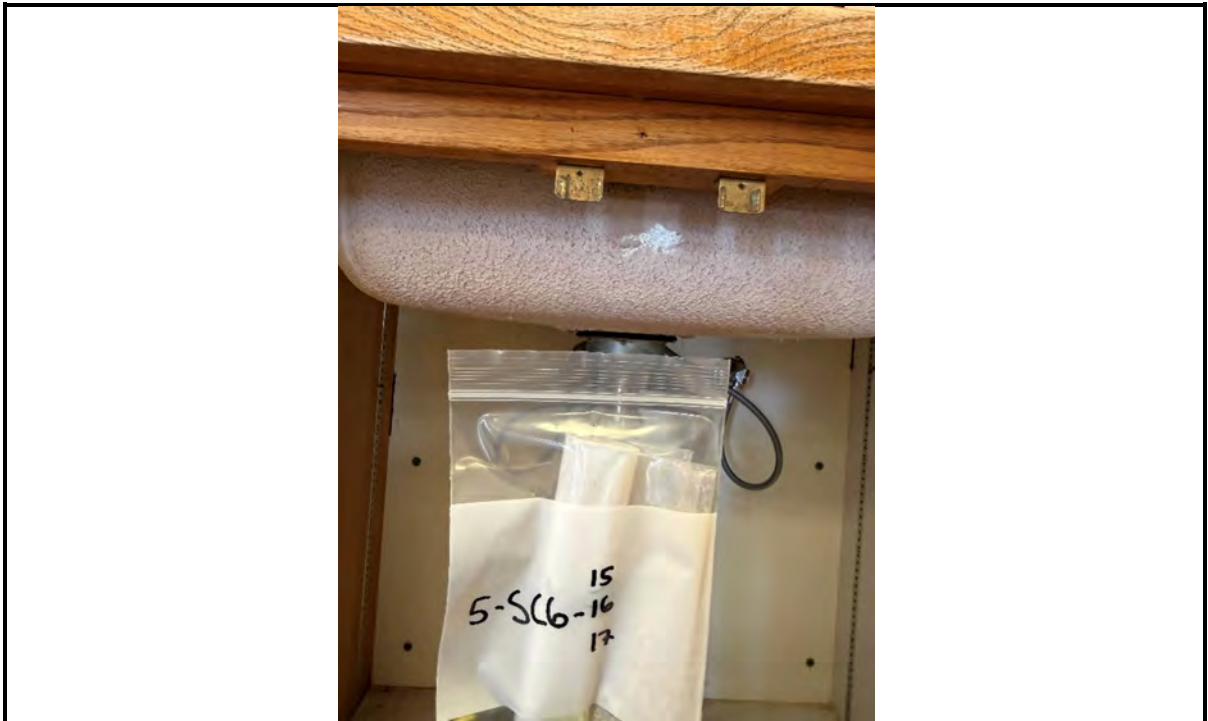


Photo 3: HA 05: Asbestos-containing sink undercoating in breakroom.



Photo 4: HA 12: Asbestos-containing grey caulk on southwest main entry door.



Photo 5: HA 38: Asbestos-containing ceiling tiles in Room #4.



Photo 6: HA 40: Asbestos-containing surfacing material on support beam located in main open office area.

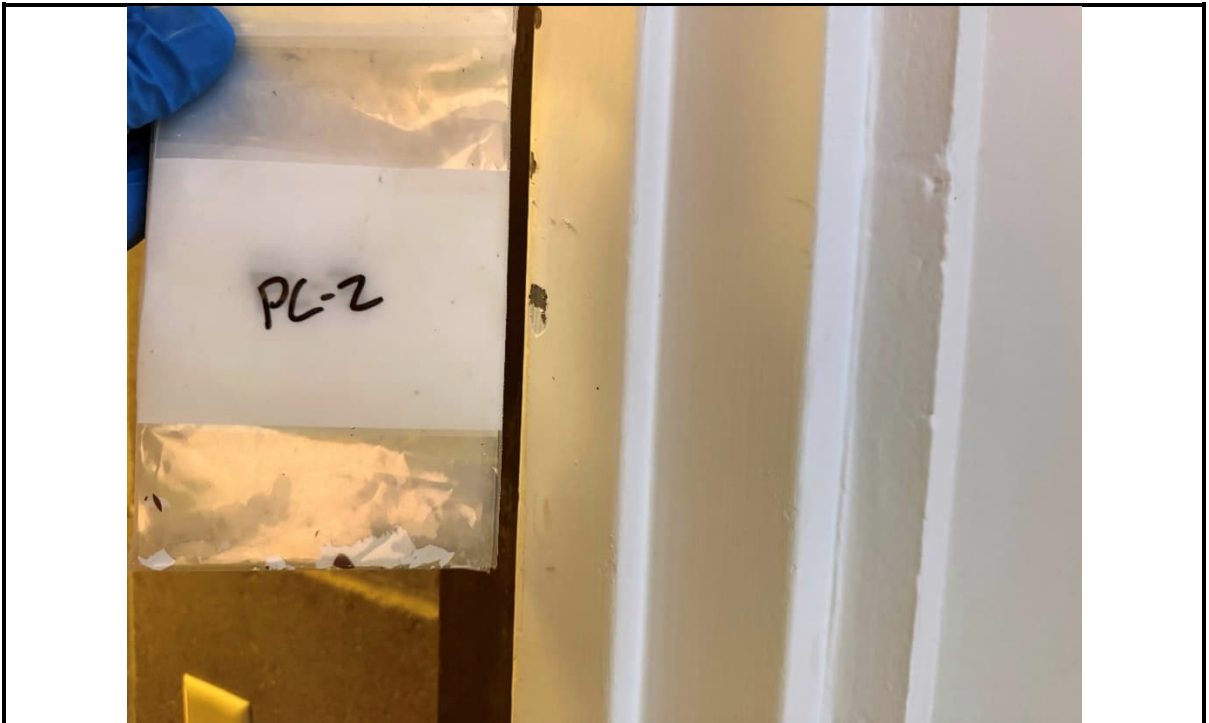


Photo 7: PC-1: Lead-containing paint located on metal door frame to basement stairs.

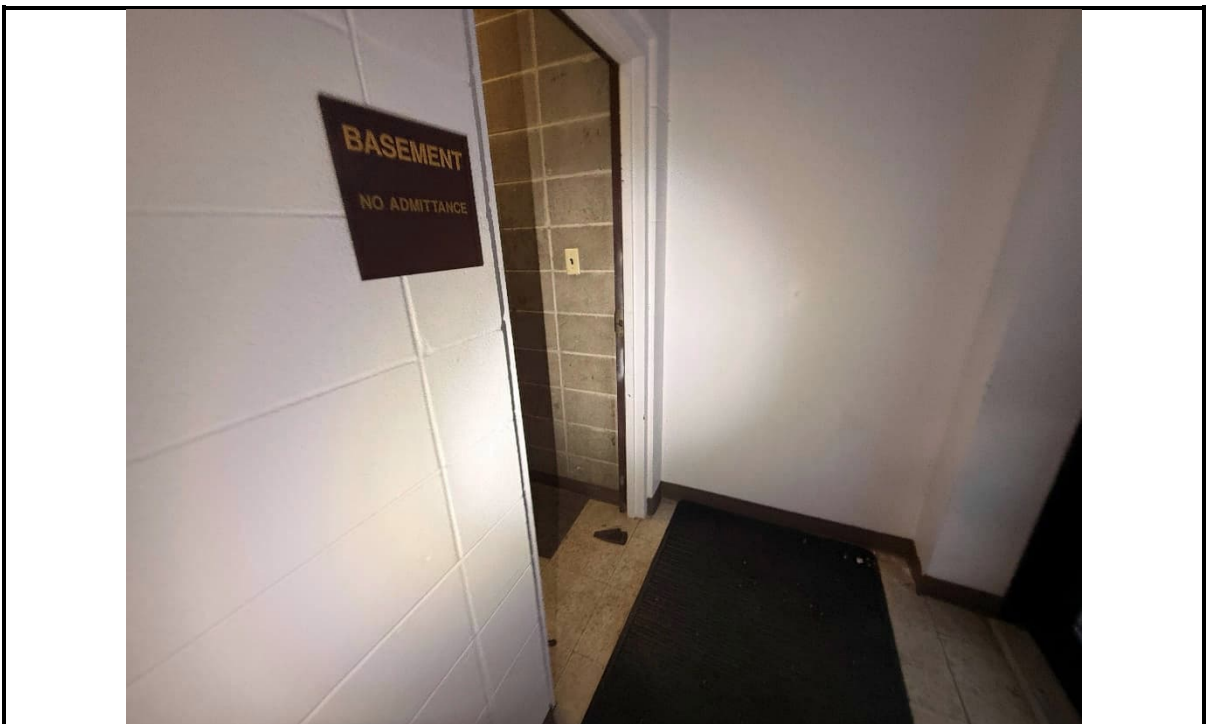


Photo 8: View of lead-containing white metal door frame to basement steps.



Photo 9: PC-6: Lead-containing pink paint located on cabinetry in women's restroom.



Photo 10: View showing a mercury switch thermostat on site.



Photo 11: View of computer/server equipment present on site.



Photo 12: View of emergency exit signage, emergency strobe lighting, fluorescent lighting, associated light ballasts, and automatic door closers present on site.



Photo 13: View of a fire extinguisher, a water fountain, and an automatic door closer present on site.

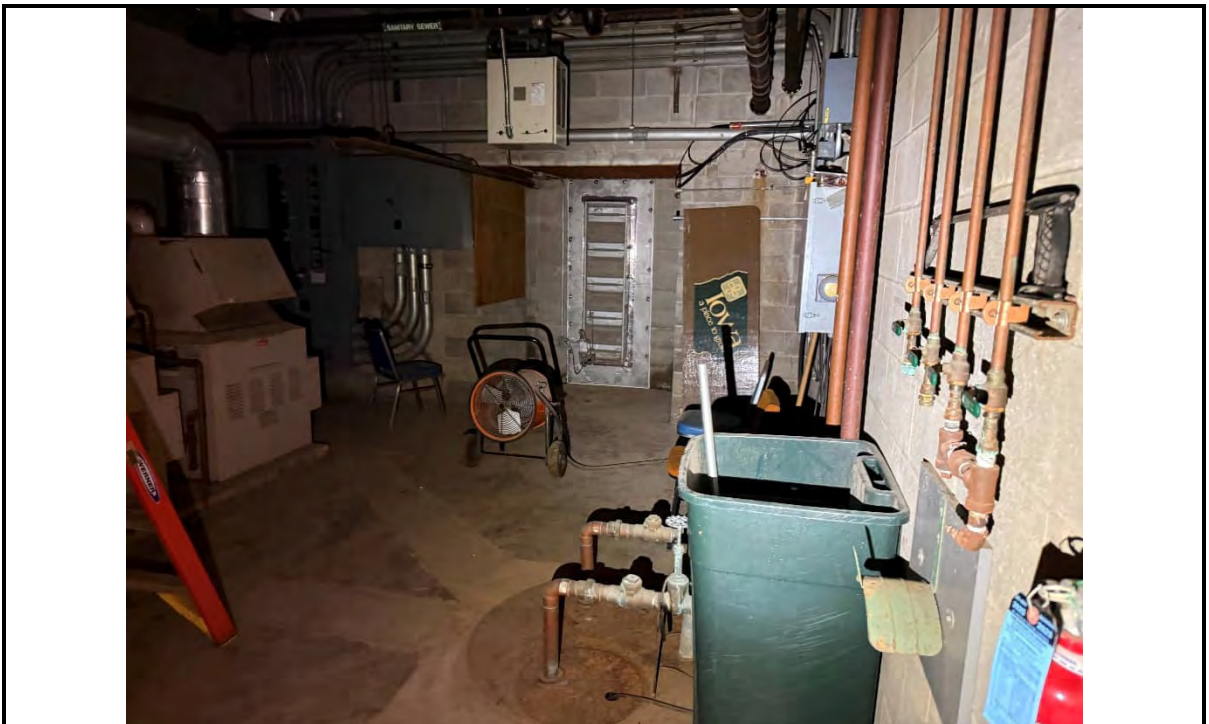


Photo 14: View of a transformer, a fire extinguisher, miscellaneous major appliances and associated control switches present on site.



Photo 15: View of miscellaneous non-aerosol latex paints present on site.



Photo 16: View of fluorescent lighting and associated light ballasts, emergency strobe lighting, a smoke alarm, and a motion sensor.

Appendix E Regulatory Overview

Asbestos Regulations

In Iowa, asbestos activities are regulated by the Iowa Department of Natural Resources (IDNR) and Iowa Department of Inspections, Appeals, and Licensing (DIAL), Division of Labor. IDNR regulates asbestos fiber emissions under Iowa Administrative Code 567 Chapter 23 (IAC 567–23) and asbestos-containing waste disposal under IAC 567–109. DIAL regulates occupational exposure to asbestos under IAC 875–10 and asbestos removal and encapsulation activities under IAC 875–155.

IAC 567–23.1(3) adopts the United States Environmental Protection Agency's (USEPA) asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP; 40 Code of Federal Regulations (CFR) CFR Part 61, Subpart M) by reference. Subpart M regulates asbestos fiber emissions and asbestos waste disposal practices. It also requires the identification and classification of existing building materials prior to demolition or renovation activity. Under NESHAP, asbestos-containing building materials are classified as friable, Category I nonfriable, or Category II nonfriable ACM. Friable materials are those that, when dry, may be crumbled, pulverized, or reduced to powder by hand pressure. Category I nonfriable ACM includes packings, gaskets, resilient floor coverings, and asphalt roofing products containing more than 1% asbestos. Category II nonfriable ACM are any materials other than Category I materials that contain more than 1% asbestos.

Regulated ACM (RACM) must be removed before renovation or demolition activities that will disturb the materials. RACM includes:

- Friable ACM,
- Category I nonfriable ACM that has become friable or will be subjected to drilling, sanding, grinding, cutting, or abrading; and
- Category II nonfriable ACM that could be crumbled, pulverized, or reduced to powder during renovation or demolition activities.

The owner or operator must provide the IDNR and DIAL with written notification of planned removal activities at least 10 working days prior to the commencement of asbestos abatement activities. Removal of RACM must be conducted by an Iowa-permitted asbestos abatement contractor.

IAC 875–155 Asbestos Removal and Encapsulation requires that any asbestos-related activity conducted in a public building be performed by personnel licensed or permitted by the DIAL. Inspections for ACM must be conducted by DIAL-licensed inspectors. Asbestos abatement must be performed by DIAL-permitted asbestos abatement contractors. Management plans developed for the in-place management of asbestos-containing materials must be developed by a DIAL-licensed management planner. When an abatement project design is prepared, it must be prepared by a DIAL-licensed project designer.

IAC 875–10 adopts the Occupational Safety and Health Administration (OSHA) Asbestos standard for construction (29 CFR 1926.1101) by reference. The OSHA standard requires that employee exposure to airborne asbestos fibers be maintained below the permissible exposure limits (PEL) of 0.1 asbestos fiber per cubic centimeter of air (0.1 f/cc) as an 8-hour time-weighted average and 1.0 f/cc as a 30-minute excursion. The OSHA standard classifies construction and maintenance activities that could disturb ACM and specifies work practices and precautions that employers must follow when engaging in each class of regulated work.

OSHA Standard Interpretation – Compliance requirements for renovation work involving material containing 1 % or less asbestos

<https://www.osha.gov/laws-regs/standardinterpretations/2003-11-24-0>

Compliance requirements for renovation work involving material containing 1% or less asbestos general summary:

The OSHA asbestos standard contains numerous work practice requirements and prohibitions which apply, regardless of the exposure levels. However, only two of the requirements and three of the prohibitions must be observed in the case of work activities involving installed construction materials that do not contain >1% asbestos. Those work practice requirements and prohibitions that must be observed regardless of the exposure levels and of the percentage of asbestos in the installed construction materials are:

- 29 CFR 1926.1101(g)(1)(ii), which requires: wet methods, or wetting agents, to control employee exposures during asbestos handling, mixing, removal, cutting, application, and cleanup, except where employers demonstrate that the use of wet methods is infeasible due to, for example, the creation of electrical hazards, equipment malfunction, and, in roofing, except as provided in paragraph (g)(8)(ii)² of this section;
- 29 CFR 1926.1101(g)(1)(iii), which requires: prompt clean-up and disposal of wastes and debris contaminated with asbestos in leak-tight containers except in roofing operations, where the procedures specified in paragraph (g)(8)(ii)³ of this section apply,
- 29 CFR 1926.1101(g)(3)(i), which prohibits: high-speed abrasive disc saws that are not equipped with point-of-cut ventilator or enclosures with HEPA filtered exhaust air,
- 29 CFR 1926.1101(g)(3)(ii), which prohibits: compressed air used to remove asbestos, or materials containing asbestos, unless the compressed air is used in conjunction with an enclosed ventilation system designed to capture the dust cloud created by the compressed air; and
- 29 CFR 1926.1101(g)(3)(iv), which prohibits: employee rotation as a means of reducing employee exposure to asbestos.

There are also other provisions that apply to work activities involving installed construction materials even where the material does not contain >1% asbestos. However, if neither asbestos PEL is exceeded, only the following few provisions apply:

- 29 CFR 1926.1101(f)(2)(i), the provision for establishing that neither asbestos PEL is exceeded: Each employer who has a workplace or work operation covered by this standard shall ensure that a "competent person" conducts an exposure assessment immediately before or at the initiation of the operation to ascertain expected exposures during that operation or workplace. The assessment must be completed in time to comply with requirements which are triggered by exposure data or the lack of a "negative exposure assessment," and to provide information necessary to assure that all control systems planned are appropriate for that operation and will work properly.
- 29 CFR 1926.1101(f)(6)(i), a provision covering the observation of monitoring: The employer shall provide affected employees and their designated representatives an opportunity to observe any monitoring of employee exposure to asbestos conducted in accordance with this section,

- 29 CFR 1926.1101(f)(5)(i), a provision covering employee notification of monitoring results: The employer shall notify affected employees of the monitoring results that represent that employee's exposure as soon as possible following receipt of monitoring results,
- 29 CFR 1926.1101(f)(5)(ii), another provision covering employee notification of monitoring results: The employer shall notify affected employees of the results of monitoring representing the employee's exposure in writing either individually or by posting at a centrally located place that is accessible to affected employees; and
- 29 CFR 1926.1101(n)(2)(i)-(iii), a set of provisions covering recordkeeping for measurements of exposures to airborne asbestos.

There are numerous additional provisions of the standard that apply to work activities involving installed construction materials even where the material does not contain >1% asbestos if at least one of the asbestos PELs is exceeded.

Lead-Containing Paint (LCP) Regulations

LCP waste from renovation or demolition activities, such as debris, paint chips, dust, and sludges, that exhibit the toxicity characteristic must be managed and disposed of as a hazardous waste under RCRA, with the exception of whole-building demolition debris. Whole-building demolition debris is considered a non-hazardous waste with regard to lead. Therefore, no sampling/analysis of painted components for lead is required for disposal as non-hazardous waste. If it is not a whole-building demolition debris, a composite representative sample of the demolition debris must be tested to determine if it is regulated as hazardous waste under 40 CFR 261 Identification and Listing of Hazardous Waste.

IAC 875-10 adopts the OSHA lead standard for construction (29 CFR 1926.62) by reference. For the purpose of the standard, lead includes metallic lead, all inorganic lead compounds, and organic lead soaps. The OSHA standard does not define the amount of lead in paint that constitutes LCP, and it applies to all construction work where an employee may be occupationally exposed to lead. All work related to construction, alteration, or repair (including painting and decorating) is included. The standard applies to any detectable concentration of lead in paint, as even small concentrations of lead can result in unacceptable employee exposures depending upon the method of removal and other workplace conditions. Under this standard, construction includes, but is not limited to, the following:

- Demolition or salvage of building where lead or materials containing lead are present
- Removal or encapsulation of materials containing lead
- New construction, alteration, repair, or renovation of the building, substrates or portions containing lead, or materials containing lead
- Installation of products containing lead
- Lead contamination/emergency clean-up
- Transportation, disposal, storage, or containment of lead or materials containing lead on the site or location at which construction activities are performed

Employers must ensure that no employee will be exposed to lead at concentration greater than the PEL of 50 $\mu\text{g}/\text{m}^3$ averaged over an eight-hour period without adequate protection. The OSHA standard also establishes an AL of 30 $\mu\text{g}/\text{m}^3$, which if exceeded triggers certain requirements, including periodic exposure monitoring and medical monitoring.

- Maintenance operations associated with construction activities described above

Employers must ensure that no employee will be exposed to lead concentration greater than the PEL of 50 $\mu\text{g}/\text{m}^3$ averaged over an eight-hour period without adequate protection. The OSHA standard also establishes an AL of 30 $\mu\text{g}/\text{m}^3$, which if exceeded triggers certain requirements, including periodic exposure monitoring and medical monitoring.

Mercury Regulations

USEPA regulates disposal of mercury-containing fluorescent lights tubes as universal waste under 40 CFR 273. Disposal of mercury from other sources is regulated under 40 CFR 260-262.

OSHA regulates occupational exposure to mercury under 29 CFR 1910.1000 Air Contaminants, Table Z-1 – Limits for Air Contaminants. The PEL for mercury is 0.1 milligrams per cubic meter (mg/m^3) as an 8-hr TWA.

PCBs Regulations

USEPA regulates transportation, disposal, and spill cleanup of PCB-containing ballasts under the Toxic Substances Control Act (TSCA), which can be found in 40 CFR 761. Fluorescent light ballasts manufactured prior to 1979 are assumed to contain PCBs unless clearly marked as containing “NO PCB.”

OSHA regulates occupational exposure to PCBs under 29 CFR 1910.1000 Air Contaminants, Table Z-1 – Limits for Air Contaminants. The PEL for chlorodiphenyl (42% chlorine) is 1.0 mg/m^3 and for chlorodiphenyl (54% chlorine) is 0.5 mg/m^3 as 8-hr TWAs.

CFCs Regulations

USEPA regulates the use, release, and disposal of CFCs and hydrochlorofluorocarbons (HCFCs) under Section 608 of the Clean Air Act. Section 608 prohibits individuals from intentionally venting ozone-depleting refrigerants (including CFCs and HCFCs) and their substitutes (such as HFCs), while maintaining, servicing, repairing, or disposing of air conditioning or refrigeration equipment

Appendix F License

BRETT BACCAM

DOB: 11-05-2001

Issued: 05-06-2026



This person is licensed to perform asbestos work in the State of Iowa. ID card is intended for official use only and must be present on jobsite.

License Type	Number	Expires
INSPECTOR	26-14979	05-06-2027



Aaron Baack
Interim Director

Asbestos

SECTION 00 3143

PERMIT APPLICATION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Permit Application Information
- B. Licenses, Permits, and Related Inspections

1.02 PERMIT APPLICATION INFORMATION

- A. State Building Code Plan Review: The plan review and inspections for this project have been applied for by the Architect. Please contact your inspector prior to construction and occupancy.
- B. Other Applicable inspections: Trade Contractor is responsible for any other applicable project specific permits and inspections.

1.03 LICENSES, PERMITS, AND RELATED INSPECTIONS

- A. The Bidder shall comply with all codes, laws, ordinances, rules and regulations of any public authority having jurisdiction that bears on the performance of its work. All construction, materials and methods shall comply with the State Building Codes, except where plans and specifications establish a higher standard.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 00 4116

BID FORM

The Bid Form must be submitted online through the State's [IMPACS Electronic Procurement System](#).

RFB #948100-01

BID FORM for CONSTRUCTION CONTRACT
for
Department of Corrections – 5th District
150 Des Moines Street, Des Moines, Iowa
Project 9481.00

Iowa Department of Administrative Services
Hoover State Office Building, Level 3
1305 East Walnut Street
Des Moines, Iowa 50319-0105

The following information is to be completed and submitted with your bid.

1. Bid Form - Completed and Signed (to be uploaded with bid submission)
2. Non-Discrimination Clause Information
3. Contractor Targeted Small Business Enterprise Pre-Bid Contract Information
4. Bid Security – 5% of total Bid amount (to be uploaded with bid submission)

Authorized Representative:

The undersigned Bidder, in response to your Request for Bid for construction of the above project, having examined the Drawings, Specifications, and other Bidding Documents dated August 20, 2026 and Addenda issued and acknowledged below as received and being familiar with all the conditions surrounding the construction of the proposed project including the availability of materials and labor, hereby proposes to furnish all labor, materials, equipment and supplies to perform all work to construct the project in strict accordance with the proposed Contract Documents, within the time and at the prices stated below. Prices are to cover all expenses incurred in performing the work required under the proposed Contract Documents, of which this bid is a part.

Bidder acknowledges receipt of the following Addenda which are a part of the Bidding Documents and for which any effect on cost of the Work is included in the bid amounts indicated:

Number	_____	_____	_____	_____	_____
Dated	_____	_____	_____	_____	_____

Note that the State of Iowa is exempt from State and Local sales and use taxes (including local option and school option) for this project. Taxes on construction materials should NOT be included in the bid amounts.

Amounts shall be indicated in both words and figures. In case of discrepancy, the amount indicated in words shall govern.

BID PACKAGES:

BP 01

Description: General Construction

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

BP 02

Description: Mechanical

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

BP 03

Description: Electrical

Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars
(\$_____).

ALTERNATES:

ADD ALT 01

Description: Replacement of Existing HVAC Diffusers & Flex Ductwork

Add Alternate 1 is an **additive alternate**, priced separately and not included in the Base Bid. Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

Dollars

(\$_____).

ADD ALT 02

Description: Sound Masking System

Add Alternate 2 is an **additive alternate**, priced separately and not included in the Base Bid. Bidder proposes and agrees to perform all work as described in the Construction Documents for the sum of:

(\$_____).

Bidder hereby certifies that:

1. This bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation;
2. Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid; Bidder has not solicited or induced any person, firm or corporation to refrain from bidding; and Bidder has not sought by collusion to obtain any advantage over any other bidder or over the Owner.
3. Bidder hereby certifies that the Bidder is registered with the Iowa Labor Commissioner as a Contractor as required by Chapter 91C, Code of Iowa.
4. Bidder agrees to comply with all Federal and State Affirmative Action/Equal Employment Opportunity requirements concerning fair employment and will not discriminate between or among them by reason of race, color, religion, sex, national origin or physical handicap.
5. All construction under this Contract shall conform to the requirements of the *Iowa State Building Code*.
6. Bidder agrees that this bid shall remain valid and shall not be withdrawn for a period of thirty (30) calendar days after the date for receipt of bids.
7. Bidder agrees that if written notice of acceptance of this bid is mailed, emailed, or delivered to the undersigned within thirty (30) days after the date in which bids are due, or at any time thereafter before it is withdrawn, the undersigned will sign and return the Contract Agreement, prepared in accord with the Bidding Documents and this bid as accepted; and will also provide proof of insurance coverage and required surety bonds.
8. Bidder understands that the Owner reserves the right to reject any and all bids, and to waive irregularities or informalities and enter into a contract for the work, as the Owner deems to be in the best interest of the State.
9. Bidder understands that the Owner reserves the right to accept any, or no, Alternate Bid, if requested, and that the Alternate Bids may be considered in any order or combination, and the low Bidder shall be determined on the basis of the sum of the base bid and any Alternate(s) accepted.

Subcontractors:

The Trade Contractor must identify all Subcontractors and Suppliers within 48 hours of the published date and time for which bids must be submitted, in accordance with Iowa Code Section 8A311, as amended by House File 646 in 2011. Subcontractors and suppliers may not be changed without the approval of the Owner. Requests for changing a Subcontractor or supplier must identify the reason for the proposed

change, the name of the new Subcontractor or supplier, and the change in the subcontractor or supplier price as a result of the change. Any reduction in subcontractor or supplier price as a result of the change, if the change is approved by the Owner, shall be deducted from the Trade Contract Price via a deductive Change Order. Any such changes, if approved by the Owner, which result in an increase in the Trade Contract Price shall be borne by the Trade Contractor.

Enforcement of Reciprocal Resident Bidder Preference, per Iowa Code 73A.21.

All bidders shall either check the box next to "Resident Bidder" or check the box next to "Nonresident Bidder" and by doing so and signing thereafter certifies and attests to the same. All information requested must be provided. Seek out the advice of an attorney if you have questions.

"Resident Bidder" means a person or entity authorized to transact business in of the State of Iowa and having a place of business for transacting business within the State of Iowa at which it is conducting and has conducted business for at least three years prior to the date of the first advertisement for the public improvement. Note, however, that if a nonresident bidder's state or foreign country has a more stringent definition of a resident bidder, the more stringent definition is applicable as to bidders from that state or foreign country.

☐

Resident Bidder

Name of Resident Bidder: _____

By: _____
Authorized Agent and Signatory of Resident Bidder

OR:

☐

Nonresident Bidder

Name of Nonresident Bidder: _____

Name of State or Foreign Country of Nonresident Bidder: _____

Particularly identify and describe any preference, labor preference, or any other type of preferential treatment, in effect in the nonresident bidder's state or foreign country at the time of this bid:

NOTICE: Nonresident Bidders domiciled in a state or country with a resident labor force preference shall make and keep, for a period of not less than three years, accurate records of all workers employed on the public improvement. The records shall include each worker's name, address, telephone number when available, social security number, trade classification, and the starting ending time of employment.

By: _____
Authorized Agent and Signatory of Nonresident Bidder

REQUIRED: Bid Form shall be signed by an officer of the company with authority to bind in a contract. Notice of acceptance of this bid, or request for additional information by the Department of Administrative Services, may be addressed to the undersigned at the address set forth below:

Legal Name of Firm: _____

Date: _____

Signature of Bidder: _____

Title: _____

Typed Name of Signatory: _____

Email: _____

Business Address:

Telephone Number: _____ Fax Number: _____

Federal Tax Identification Number: _____

Iowa Contractor Registration Number: _____

Bidder Safety Manager Name: _____

For an out-of-state Bidder, Bidder certifies that the Resident Preference given by the State or
Foreign Country of Bidder's residence, _____, is _____ %.

END OF SECTION

SECTION 00 4116.01

NON-DISCRIMINATION CLAUSE

This Section is for informational purposes only. All information will be submitted online through the State's [IMPACS Electronic Procurement System](#).

PART 1 - GENERAL

All contractors, subcontractors, vendors and suppliers of goods and services doing business with the State of Iowa and value of said business equals or exceeds \$10,000 annually, agree as stated below.

1.01 NON-DISCRIMINATION CLAUSE

- A. The contractor, subcontractor, vendor and supplier of goods and services will not discriminate against an employee or applicant for employment because of race, creed, color, sex, national origin, ancestry, religion, economic status, age, disability, political opinion, or affiliations of an applicant or employee based upon the nature of the job occupation. The contractor, subcontractor, vendor and supplier will develop an Affirmative Action Program to insure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, sex, national origin, ancestry, religion, economic status, age, disability, political opinions or affiliations. Such action shall include, but not be limited to the following:
 - 1. Employment.
 - 2. Upgrading.
 - 3. Demotion or transfer.
 - 4. Recruitment and advertising.
 - 5. Layoff or termination.
 - 6. Rates of pay or other forms of compensation.
 - 7. Selection for training, including apprenticeship.
- B. The contractor, subcontractor, vendor and supplier of goods and services will, in all solicitations or advertisements for employees, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, national origin, ancestry, religion, economic status, age, disability, political opinion or affiliations.
- C. The contractor, subcontractor, vendor and supplier or their collective bargaining representative will send to each labor union or representative or workers with which they have a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representative of the contractor's commitments under this section.
- D. The contractor, subcontractor, vendor and supplier of goods and services will comply with all published rules, regulations, directives and orders of the State of Iowa Affirmative Action Program Contract Compliance Provisions.
- E. The contractor, subcontractor, vendor and supplier of goods and services will furnish and file compliance reports within such time and upon such forms as provided by the Equal Employment Opportunity Officer, said forms may elicit information as to the policies, procedures, patterns, and practices of each subcontractor as state as the contractor themselves and said contractor, subcontractor, vendor and supplier will permit access to their employment books, records and accounts to the State's Equal Employment Opportunity Officer, for the purpose of investigation to ascertain compliance with this Contract and with rules regulations of the State's Affirmative Action Program.
- F. In the event of the contractor's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations and orders; this Contract may be canceled, terminated or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized by the State of Iowa.

- G. The contractor, subcontractor, vendor and supplier of goods and services will include, or incorporate by reference, the provisions of the nondiscrimination clause in every contract, subcontract or purchase order unless exempted by the rules, regulations or orders of the State's Affirmative Action Program, and will provide in every subcontract or purchase order that said provisions will be binding upon each contractor, subcontractor or seller.
- H. The parties agree to comply with "Compliance with the Law; Nondiscrimination in Employment" of the current Terms and Conditions at the award of this contract. Current Terms and Conditions may be found on the following web site and are, by this reference, made a part of this Agreement. <https://das.iowa.gov/procurement/terms-and-conditions>
- I. We certify and recognize that we are morally and legally committed to nondiscrimination in employment. Any person who applies for employment with our company will not be discriminated against because of race, creed, color, sex, national origin, ancestry, religion, economic status, age or disabilities, unless disabilities are based upon the nature of the job occupation.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 00 4116.02

TARGETED SMALL BUSINESS INFORMATION

This Section is for informational purposes only. All information will be submitted online through the State's [IMPACS Electronic Procurement System](#).

PART 1 - GENERAL

1.01 TARGETED SMALL BUSINESS INFORMATION

- A. Subcontractor Targeted Small Business Enterprise Pre-Bid Contact Information, including subcontractor and dollar amount to be subcontracted, is to accompany the Bid submission. Bidders shall comply with all affirmative action/equal opportunity provisions of State and Federal laws. The Owner seeks to provide opportunities for Targeted Small Businesses in accordance with the provisions of Chapter 73 of the Code of Iowa.
- B. [Search the Targeted Small Business Directory](#) for certified State of Iowa Targeted Small Businesses.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

CONTRACTOR	BID NO.	PAGE #

(to be completed by bidder)

You are requested to provide the information on this form showing your targeted Small Business enterprises contacts made prior to your bid submission. This information is subject to verification and confirmation. NOTE: The Department of General Services will not regard your acceptance or use of a low quote or bid from a non-targeted Small Business Enterprise on any subcontract item as evidence itself of any lack of good faith effort to solicit targeted Small Business Enterprise subcontractors on this project. However, every effort shall be made to solicit quotes or bids on as many subcontractable items as necessary to evidence affirmative action in contracting.

TABLE OF INFORMATION SHOWING BIDDER'S PRE-BID TARGETED SMALL BUSINESS ENTERPRISE CONTACTS

[illegible]

Total dollar amount proposed to be subcontracted to TSB on this project \$ _____
List items to be subcontracted.. (If more space is needed, use reverse side.) _____

SECTION 00 4313

BID SECURITY FORMS

PART 1 - GENERAL

1.01 BID SECURITY FORMS

- A. A Bid Bond form will be required on this project. An amended ConsensusDocs 262 is attached for reference following this page. ConsensusDocs bid bond form is not required (other standard forms are acceptable to the State of Iowa).

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION



CONSENSUSDOCS 262 **BID BOND** **(AMENDED BY STATE OF IOWA)**

This document was developed through a collaborative effort of organizations representing a wide cross-section of the design and construction industry. The organizations endorsing this document believe it represents a fair allocation of risk and responsibilities for all project participants.

Endorsing organizations recognize that this document must be reviewed and adapted to meet specific needs and applicable laws. This document has important legal and insurance consequences. You are encouraged to consult legal, insurance and surety advisors before completing or modifying this document. The software includes a notes section indicating where information is to be inserted to complete this document. Further information and endorsing organizations' perspectives are available at www.consensusdocs.org/guidebook.

For Use with ConsensusDOCS 200, Standard Form of Agreement and General Conditions Between Owner and Constructor (Where the Contract Price is a Lump Sum) and ConsensusDOCS 500, Standard Agreement and General Conditions Between Owner and Construction Manager.

The Trade Contractor, _____ (the "Trade Contractor") has submitted a Bid to the Owner, _____ (the "Owner") for the _____ (the "Project") in accordance with the Bidding Documents, including Drawings and Specifications prepared by _____ (the "Design Professional").

By virtue of this Bid Bond (the "Bond"), the Constructor as Principal and _____ as Surety ("Surety"), are bound to the Owner as Obligor in the maximum amount _____, Dollars (\$_____) (the "Bond Sum"). The Constructor and Surety hereby bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein.

1. If the Obligor shall accept the bid of the Constructor, the Constructor shall enter into an Agreement with the Obligor in accordance with the terms of such Bid.
2. Constructor shall procure such bond or bonds as are specified in the Contract Documents for the faithful performance of the Work and for the prompt payment of labor and materials furnished in the performance of the Work.
3. If the Constructor fails to enter such Agreement and give such bonds, the Constructor shall pay to the Obligor the difference between the amount of Constructor's bid and the amount of such agreement the Obligor in good faith executes with another Party to perform the Work covered by Constructor's Bid, not to exceed the Bond Sum stated above.
4. If the Constructor shall fulfill its obligation under Articles 1 through 3, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

This Bond is entered into as of _____ (date)

SURETY: _____ (seal)

BY:

Print Name: _____

Print Title: _____ (Attach Power of Attorney)

Witness:

(Additional signatures, if any, appear on attached page)

Constructor: _____ (seal)

BY:

Print Name: _____

Print Title: _____

Witness:

(Additional signatures, if any, appear on attached page)

SECTION 00 5200

AGREEMENT FORM

PART 1 - GENERAL

1.01 AGREEMENT FORM

- A. The Form of Agreement to be used on this project is a modified ConsensusDocs 802. A sample is attached following this page.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

ConsensusDocs 802

STANDARD FORM OF AGREEMENT BETWEEN OWNER AND TRADE CONTRACTOR

(Where the Construction Manager Is the Owner's Agent)



TABLE OF ARTICLES

1. AGREEMENT
2. GENERAL PROVISIONS
3. TRADE CONTRACTOR'S OBLIGATIONS
4. OWNER'S RESPONSIBILITIES
5. SUBCONTRACTS
6. TRADE CONTRACT TIME
7. TRADE CONTRACT PRICE
8. CHANGES
9. PAYMENT
10. INDEMNITY, INSURANCE, WAIVERS AND BONDS
11. SUSPENSION, NOTICE TO CURE AND TERMINATION OF AGREEMENT
12. DISPUTE MITIGATION AND RESOLUTION
13. MISCELLANEOUS PROVISIONS
14. TRADE CONTRACT DOCUMENTS

This Agreement has important legal and insurance consequences. Consultations with an attorney and with insurance and surety consultants are encouraged with respect to its completion or modification. Notes indicate where information is to be inserted to complete this Agreement.



ARTICLE 1 AGREEMENT

This Trade Contractor Agreement is made effective as of the XX day of Month, Year , by and between the

OWNER

State of Iowa - DAS, Department of Administrative Services ("DAS"). DAS's principal office is located: 109 SE 13th Street, Des Moines, IA 50319-0120.

and the

TRADE CONTRACTOR

Contractor Name

Address

City, State, Zip

for work in connection with the following

PROJECT

XXXX.XX - Project Name

The CONSTRUCTION MANAGER is

Construction Manager Name

Address

City, State, Zip

The DESIGN PROFESSIONAL for the Project is

Designer Name

Address

City, State, Zip

Notice to the Parties shall be given at the above addresses.

ARTICLE 2 GENERAL PROVISIONS

2.1 RELATIONSHIP OF PARTIES The Owner and the Trade Contractor agree to proceed with this Agreement on the basis of mutual trust, good faith and fair dealing and shall cooperate with each other and with the Construction Manager and Design Professional in furthering the Owner's interests. The Trade Contractor shall use its diligent efforts to perform the work in an expeditious manner consistent with the Trade Contract Documents. The Owner and the Trade Contractor will endeavor to promote harmony and cooperation among all Project participants.

2.1.1 The Owner and the Trade Contractor shall perform their obligations with integrity, ensuring at a minimum that

2.1.1.1 conflicts of interest shall be avoided or disclosed promptly to the other Party; and

2.1.1.2 the Trade Contractor and the Owner warrant that they have not and shall not pay nor receive any contingent fees or gratuities to or from the other Party, including its agents, officers and employees, Subcontractors or others for whom they may be liable, to secure preferential



treatment.

2.2 PROJECT ORGANIZATION This Agreement is for the performance of work described herein in connection with the construction of the Project. The Owner also may enter into separate agreements with other trade contractors for other portions of the Project. The Owner has entered or will enter into a Construction Management Agreement with the Construction Manager, and a design agreement with the Design Professional.

2.3 INDEPENDENT CONTRACTOR The Trade Contractor represents that it is an independent contractor and that its performance of the Trade Contract Work it shall act as an independent contractor. Neither Trade Contractor nor any of its agents or employees shall act on behalf of the Owner except as provided in this Agreement or unless authorized in writing by the Owner.

2.4 CONSTRUCTION MANAGER IS OWNER'S AGENT The Construction Manager will represent the Owner as its agent in the administration and management of this Agreement. Any instructions, reviews, approvals, orders or directions given to the Trade Contractor by the Construction Manager will be given on behalf of and as agent for the Owner. The Trade Contractor shall be obligated to respond or perform as if the same were given directly by the Owner. The Trade Contractor shall communicate and provide all requests and concerns regarding the Trade Contract Work to the Construction Manager. The Trade Contractor shall provide copies to the Construction Manager of all notices to the Owner required by and regarding this Agreement.

2.5 CONSTRUCTION MANAGER NOT IN PRIVITY WITH TRADE CONTRACTOR This Agreement shall not give the Trade Contractor any claim or right of action against the Construction Manager. The Trade Contractor and its subcontractors shall not be beneficiaries of any obligations of the Construction Manager. This Agreement shall not create a contractual relationship between any parties except the Owner and the Trade Contractor.

2.5A NO THIRD-PARTY BENEFICIARY There are no third-party beneficiaries of this Agreement.

2.6 DESIGN PROFESSIONAL The Owner, through its Design Professional, shall provide all architectural and engineering design services necessary for the completion of the Work, except the following:

No exceptions

The Trade Contractor shall not be required to provide professional services which constitute the practice of architecture or engineering except as otherwise provided in section 3.15.

2.6.1 The Owner shall obtain from the Design Professional either a license for Trade Contractor and Subcontractors to use the design documents prepared by the Design Professional or ownership of the copyrights for such design documents, and shall defend, indemnify and hold harmless the Trade Contractor against any suits or claims of infringement of any copyrights or licenses arising out of the use of the design documents. To the extent portions of this paragraph are in conflict with SF 396 (codified at Iowa Code Section 537A.5) said portions are void and unenforceable.

2.7 EXTENT OF AGREEMENT This Agreement is solely for the benefit of the Parties, represents the entire integrated agreement between the Parties, and supersedes all prior negotiations, representations and agreements, either written or oral. This Agreement and each and every provision is for the exclusive benefit of the Owner and the Trade Contractor and not for the benefit of any third party except to the extent expressly provided in this Agreement. In the event of conflict between this Agreement and any of the Exhibits or any other documents incorporated into this Agreement, the terms and provisions of this Agreement shall control.

2.8 DEFINITIONS



2.8.1 Agreement means this ConsensusDocs 802 Standard Form of Agreement Between Owner and Trade Contractor (Where the Construction Manager is the Owner's Agent), as modified by the Parties, and Exhibits and Attachments made part of this Agreement upon its execution.

2.8.2 Design Professional means the Architect, Design Professional or Engineer identified in ARTICLE 1 and its consultants, retained by Owner to perform design services for the Project, and licensed in the State in which the Project is located. The use of the term Design Professional in this Agreement is for convenience and is not intended to imply or infer that the individual or entity named in ARTICLE 1 will provide design professional services in a discipline in which it is not licensed.

2.8.3 Construction Manager means the Construction Manager identified in ARTICLE 1 and its authorized representative.

2.8.4 The Construction Schedule is the document initially prepared by and updated by the Construction Manager and approved by the Owner that indicates proposed activity sequences, durations, or milestone dates for such activities as receipt and approval of pertinent information, issuance of the Construction Documents, the preparation and processing of shop drawings and samples, delivery of materials or equipment requiring long-lead-time procurement, Owner's occupancy requirements and estimated dates of Substantial Completion and Final Completion of the Project.

2.8.5 The term Day shall mean calendar day unless otherwise specifically defined.

2.8.6 Final Completion occurs on the date when the Trade Contractor's obligations under this Agreement are complete and accepted by the Owner and final payment becomes due and payable, as established in ARTICLE 6. This date shall be confirmed by a Certificate of Final Completion signed by the Owner and the Trade Contractor.

2.8.7 A Hazardous Material is any substance or material identified now or in the future as toxic or hazardous under any federal, state or local law or regulation, or any other substance or material which may be considered hazardous or otherwise subject to statutory or regulatory requirements governing handling, disposal or clean-up.

2.8.8 A Material Supplier is a person or entity retained by the Trade Contractor to provide material or equipment for the Trade Contract Work. This definition is not intended to, and shall not be interpreted to, expand or modify the definition(s) of materials or material suppliers contained in Iowa Code Chapter 573.

2.8.9 Others means other contractors, material suppliers, and persons at the Worksite who are not employed by the Trade Contractor or Subcontractors.

2.8.10 The term Overhead shall mean a) payroll costs and other compensation of Trade Contractor employees in the Trade Contractor's principal and branch offices; b) general and administrative expenses of the Trade Contractor's principal and branch offices including deductibles paid on any insurance policy and c) the Trade Contractor's capital expenses, including interest on capital used for the Work.

2.8.11 Owner is the person or entity identified in ARTICLE 1 as Owner, and includes the Owner's representative.

2.8.12 The Project, as identified in ARTICLE 1, is the building, facility or other improvements for which the Trade Contractor is to perform the Trade Contract Work.

2.8.13 A Subcontractor is a person or entity retained by the Trade Contractor as an independent contractor to provide the labor, materials, equipment or services necessary to complete a specific



portion of the Work. This definition is not intended to, and shall not be interpreted to, expand or modify the definition(s) of materials or material suppliers contained in Iowa Code Chapter 573.

2.8.14 Per Iowa Code Section 26.13, "substantially completed" means the first date on which any of the following occurs: (1) Completion of the Project (or Trade Contract Work, in the case of the multiple Trade Contractors) or when the Project (or Trade Contract Work in the case of multiple Trade Contractors) has been substantially completed in general accordance with the terms and provisions of the contract. (2) The work on the Project (or Trade Contract Work in the case of multiple Trade Contractors) or on the designated portion is substantially completed in general accordance with the terms of the contract so that the State of Iowa can occupy or utilize the Project or designated portion of the Project for its intended purpose. (3) The Project (or Trade Contract Work in the case of multiple Trade Contractors) is certified as having been substantially completed by either of the following: (a) the architect or engineer authorized to make such certification (which is defined in this Agreement as the Design Professional). (b) The authorized contract representative (which is defined in this Agreement as the Owner's Representative). (4) The State of Iowa is occupying or utilizing the Project (or Trade Contract Work in the case of multiple Trade Contractors) for its intended purpose. This subparagraph shall not apply to highway, bridge, or culvert projects.

2.8.15 Terrorism means a violent act, or an act that is dangerous to human life, property or infrastructure, that is committed by an individual or individuals and that appears to be part of an effort to coerce a civilian population or to influence the policy or affect the conduct of any government by coercion. Terrorism includes, but is not limited to, any act certified by the United States government as an act of terrorism pursuant to the Terrorism Risk Insurance Act, as amended.

2.8.16 A Trade Contract Change Order is a written order signed by the Owner and the Trade Contractor after execution of this Agreement, indicating changes in the scope of the Trade Contract Work, the Trade Contract Price or Trade Contract Time, including substitutions proposed by the Trade Contractor and accepted by the Owner. Trade Contract Change Orders shall be executed using the ConsensusDOCS 813 Trade Contract Change Order (CM as Owner's Agent) form document with exhibits attached as necessary.

2.8.17 The Trade Contract Documents consist of this Agreement (as modified), the drawings, specifications, addenda issued prior to execution of this Agreement, approved submittals, information furnished by the Owner under subsection 4.1.3, the bid documents, other documents listed in this Agreement and any modifications issued after execution.

2.8.18 The Trade Contract Price is the amount indicated in section 7.1 of this Agreement.

2.8.19 The Trade Contract Time is the period between the Date of Commencement and Final Completion.

2.8.20 Trade Contract Work means the construction and services provided by the Trade Contractor.

2.8.20.1 Changed Work means work that is different from the original scope of Trade Contract Work; or work that changes the Trade Contract Price or Trade Contract Time.

2.8.20.2 Defective Work is any portion of the Trade Contract Work that is not in conformance with the Trade Contract Documents.

2.8.21 The Trade Contractor is the person or entity identified in ARTICLE 1 and includes the Trade Contractor's Representative.

2.8.22 The term Work means the construction and services necessary or incidental to fulfill the Trade



Contractors' obligations for the Project. The Work may refer to the whole Project or only a part of the Project.

2.8.23 Worksite means the geographical area at the location of the Project as identified in ARTICLE 1 where the Trade Contract Work is to be performed.

ARTICLE 3 TRADE CONTRACTOR'S OBLIGATIONS

3.1 GENERAL RESPONSIBILITIES

3.1.1 RESPONSIBILITIES The Trade Contractor shall provide all of the labor, materials, equipment and services necessary to complete the Trade Contract Work, all of which shall be provided in full accord with or as reasonably inferable from the Trade Contract Documents as being necessary to produce the indicated results.

3.1.2 The Trade Contractor shall be responsible for the supervision and coordination of the Trade Contract Work, including the construction means, methods, techniques, sequences and procedures utilized, unless the Trade Contract Documents give other specific instructions. In such case, the Trade Contractor shall not be liable to the Owner for damages resulting from compliance with such instructions unless the Trade Contractor recognized and failed to timely report to the Owner any error, inconsistency, omission or unsafe practice that it discovered in the specified construction means, methods, techniques, safety, sequences or procedures.

3.1.3 The Trade Contractor shall perform Trade Contract Work only within locations allowed by the Trade Contract Documents, applicable permits and applicable local law.

3.2 COOPERATION WITH WORK OF OWNER AND OTHERS

3.2.1 The Owner may perform work at the Worksite directly or by Others. Any agreements with Others to perform construction or operations related to the Project shall include provisions pertaining to insurance, indemnification, waiver of subrogation, coordination, interference, clean up and safety which are substantively the same as the corresponding provisions of this Agreement.

3.2.2 In the event that the Owner elects to perform work at the Worksite directly or by Others, the Trade Contractor and the Owner shall, with the assistance of the Construction Manager, coordinate the activities of all forces at the Worksite and agree upon fair and reasonable schedules and operational procedures for Worksite activities. The Owner shall require each separate contractor to cooperate with the Trade Contractor and assist with the coordination of activities and the review of construction schedules and operations. The Trade Contract Price and Trade Contract Time shall be equitably adjusted, as mutually agreed by the Parties, for subsequent changes made necessary by the coordination of construction activities, and the Trade Contractor's construction schedule and the Construction Schedule shall be revised accordingly. The Trade Contractor, Owner and Others shall adhere to the revised Construction Schedule until it may subsequently be revised.

3.2.3 With regard to the work of the Owner and Others, the Trade Contractor shall (a) proceed with the Trade Contract Work in a manner which does not hinder, delay or interfere with the work of the Owner or Others or cause the work of the Owner or Others to become defective, (b) afford the Owner or Others reasonable access for introduction and storage of their materials and equipment and performance of their activities, and (c) coordinate the Trade Contractor's construction and operations with theirs as required by this section.

3.2.4 Before proceeding with any portion of the Trade Contract Work affected by the construction or operations of the Owner or Others, the Trade Contractor shall give the Owner and Construction



Manager prompt written notification of any defects the Trade Contractor discovers in their work which will prevent the proper execution of the Trade Contract Work. The Trade Contractor's obligations in this section do not create a responsibility for the work of the Owner or Others, but are for the purpose of facilitating the Trade Contract Work. If the Trade Contractor does not notify the Owner and Construction Manager of patent defects interfering with the performance of the Trade Contract Work, the Trade Contractor acknowledges that the work of the Owner or Others is not defective and is acceptable for the proper execution of the Trade Contract Work. Following receipt of written notice from the Trade Contractor of defects, the Owner, through the Construction Manager, shall promptly inform the Trade Contractor what action, if any, the Trade Contractor shall take with regard to the defects.

3.3 RESPONSIBILITY FOR PERFORMANCE

3.3.1 In order to facilitate its responsibilities for completion of the Work in accordance with and as reasonably inferable from the Trade Contract Documents, prior to commencing the Work the Trade Contractor shall examine and compare the drawings and specifications with information furnished by the Owner pursuant to subsection 4.1.3, relevant field measurements made by the Trade Contractor and any visible conditions at the Worksite affecting the Trade Contract Work.

3.3.2 If in the course of the performance of the obligations in subsection 3.3.1 the Trade Contractor discovers any errors, omissions or inconsistencies in the Contract Documents, the Trade Contractor shall promptly report them to the Owner and Construction Manager. It is recognized, however, that the Trade Contractor is not acting in the capacity of a licensed design professional, and that the Trade Contractor's examination is to facilitate construction and does not create an affirmative responsibility to detect errors, omissions or inconsistencies or to ascertain compliance with applicable laws, building codes or regulations. Following receipt of written notice from the Trade Contractor of defects, the Owner shall promptly inform the Trade Contractor what action, if any, the Trade Contractor shall take with regard to the defects.

3.3.3 The Trade Contractor shall have no liability for errors, omissions or inconsistencies discovered under subsections 3.3.1 and 3.3.2 unless the Trade Contractor fails to report a recognized problem to the Owner and Construction Manager.

3.3.4 The Trade Contractor may be entitled to additional costs or time if there are changes in the scope of the Trade Contract Work that increase the cost of the Work or increase the number of days required to perform the Work, respectively, because of clarifications or instructions arising out of the Trade Contractor's reports described in the three preceding Subsections.

3.4 CONSTRUCTION PERSONNEL AND SUPERVISION

3.4.1 The Trade Contractor shall provide competent supervision for the performance of the Trade Contract Work. Before commencing the Trade Contract Work, Trade Contractor shall notify Owner and Construction Manager in writing of the name and qualifications of its proposed superintendent(s) and project manager so Owner and Construction Manager may review the individual's qualifications. If, for reasonable cause, the Owner or Construction Manager refuses to approve the individual, or withdraws its approval after once giving it, Trade Contractor shall name a different superintendent or project manager for Owner's and Construction Manager's review. Any disapproved superintendent shall not perform in that capacity thereafter at the Worksite.

3.4.2 The Trade Contractor shall be responsible to the Owner for acts or omissions of parties or entities performing portions of the Trade Contract Work for or on behalf of the Trade Contractor or any of its Subcontractors.

3.4.3 The Trade Contractor shall permit only qualified persons to perform the Trade Contract Work. The



Trade Contractor shall enforce safety procedures, strict discipline and good order among persons performing the Trade Contract Work. If the Owner or Construction Manager determines that a particular person does not follow safety procedures, or is unfit or unskilled for the assigned work, the Trade Contractor shall immediately reassign the person on receipt of the Owner's or Construction Manager's written notice to do so.

3.4.4 TRADE CONTRACTOR'S REPRESENTATIVE The Trade Contractor's authorized representative is . The Trade Contractor's representative shall possess full authority to receive instructions from the Owner and to act on those instructions. The Trade Contractor shall notify the Owner and the Construction Manager in writing of a change in the designation of the Trade Contractor's representative. The Trade Contractor's representative is also authorized to bind the Trade Contractor in all matters relating to this Agreement including, without limitation, all matters requiring the Trade Contractor's approval, authorization, or written notice. The Trade Contractor's representative is also authorized to resolve disputes in accordance with Section 12.2 of this Agreement.

3.5 MATERIALS FURNISHED BY THE OWNER OR OTHERS

3.5.1 In the event the Trade Contract Work includes installation of materials or equipment furnished by the Owner or Others, it shall be the responsibility of the Trade Contractor to examine the items so provided and thereupon handle, store and install the items, unless otherwise provided in the Trade Contract Documents, with such skill and care as to provide a satisfactory and proper installation. Loss or damage due to acts or omissions of the Trade Contractor shall be the responsibility of the Trade Contractor and may be deducted from any amounts due or to become due the Trade Contractor. Any defects discovered in such materials or equipment shall be reported at once to the Owner and Construction Manager. Following receipt of written notice from the Trade Contractor of defects, the Owner shall promptly inform the Trade Contractor what action, if any, the Trade Contractor shall take with regard to the defects.

3.6 TESTS AND INSPECTIONS

3.6.1 The Trade Contractor shall schedule all required tests, approvals and inspections of the Trade Contract Work or portions thereof at appropriate times so as not to delay the progress of the Trade Contract Work or other work related to the Project. The Trade Contractor shall give proper notice to the Construction Manager and to all required parties of such tests, approvals and inspections. If feasible, the Owner and Others may timely observe the tests at the normal place of testing. Except as provided in subsection 3.6.3, the Owner shall bear all expenses associated with tests, inspections and approvals required by the Trade Contract Documents, which, unless otherwise agreed to, shall be conducted by an independent testing laboratory or entity retained by the Owner. Unless otherwise required by the Trade Contract Documents, required certificates of testing, approval or inspection shall be secured by the Trade Contractor and promptly delivered to the Owner and Construction Manager.

3.6.2 If the Owner, Construction Manager or appropriate authorities determine that tests, inspections or approvals in addition to those required by the Trade Contract Documents will be necessary, the Trade Contractor shall arrange for the procedures and give timely notice to the Owner, Construction Manager and Others who may observe the procedures. Costs of the additional tests, inspections or approvals are at the Owner's expense except as provided in subsection 3.6.3.

3.6.3 If the procedures described in subsections 3.6.1 and 3.6.2 indicate that portions of the Trade Contract Work fail to comply with the Trade Contract Documents, the Trade Contractor shall be responsible for costs of correction and retesting.

3.7 WARRANTY



3.7.1 The Trade Contract Work shall be executed in accordance with the Trade Contract Documents in a workmanlike manner. The Trade Contractor warrants that all materials and equipment shall be furnished in sufficient quantities to facilitate the proper and expeditious execution of the Trade Contract Work and shall be new unless otherwise specified, of good quality, in conformance with the Trade Contract Documents, and free from defective workmanship and materials. At the Owner's or Construction Manager's request, the Trade Contractor shall furnish satisfactory evidence of the quality and type of materials and equipment furnished. The Trade Contractor further warrants that the Trade Contract Work shall be free from material defects not intrinsic in the design or materials required in the Trade Contract Documents. The Trade Contractor's warranty does not include remedies for defects or damages caused by normal wear and tear during normal usage, use for a purpose for which the Project was not intended, improper or insufficient maintenance, modifications performed by the Owner or Others, or abuse. The Trade Contractor's warranty pursuant to this section shall commence on the Date of Substantial Completion.

3.7.2 The Trade Contractor shall obtain from its Subcontractors and material suppliers any special or extended warranties required by the Trade Contract Documents. All such warranties shall be listed in an attached Exhibit to this Agreement.

3.8 CORRECTION OF TRADE CONTRACT WORK WITHIN ONE YEAR

3.8.1 If, prior to Substantial Completion and within one year after the date of Substantial Completion of the Trade Contract Work, any Defective Work is found, the Owner shall promptly notify the Trade Contractor in writing. Unless the Owner provides written acceptance of the condition, the Trade Contractor shall promptly correct the Defective Work at its own cost and time and bear the expense of additional services required for correction of any Defective Work for which it is responsible. If within the one-year correction period the Owner discovers and does not promptly notify the Trade Contractor or give the Trade Contractor an opportunity to test or correct Defective Work as reasonably requested by the Trade Contractor, the Owner waives the Trade Contractor's obligation to correct that Defective Work as well as the Owner's right to claim a breach of the warranty with respect to that Defective Work.

3.8.2 With respect to any portion of Trade Contract Work first performed after Substantial Completion, the one-year correction period shall be extended by the period of time between Substantial Completion and the actual performance of the later Trade Contract Work. Correction periods shall not be extended by corrective work performed by the Trade Contractor.

3.8.3 If the Trade Contractor fails to correct Defective Work within a reasonable time after receipt of written notice from the Owner prior to final payment, the Owner may correct it in accordance with the Owner's right to carry out the Trade Contract Work in section 11.2. In such case, an appropriate Trade Contract Change Order shall be issued deducting the cost of correcting such deficiencies from payments then or thereafter due the Trade Contractor. If payments then or thereafter due Trade Contractor are not sufficient to cover such amounts, the Trade Contractor shall pay the difference to the Owner.

3.8.4 If after the one-year correction period but before the applicable limitation period the Owner discovers any Defective Work, the Owner shall, unless the Defective Work requires emergency correction, promptly notify the Trade Contractor. If the Trade Contractor elects to correct the Defective Work, it shall provide written notice of such intent within fourteen (14) Days of its receipt of notice from the Owner. The Trade Contractor shall complete the correction of Defective Work within a time frame mutually agreed upon by the Trade Contractor and the Owner. If the Trade Contractor does not elect to correct the Defective Work, the Owner may have the Defective Work corrected by itself or Others and charge the Trade Contractor for the reasonable cost of the correction and other directly related



expenses. Owner shall provide Trade Contractor with an accounting of correction costs it incurs.

3.8.5 If the Trade Contractor's correction or removal of Defective Work causes damage to or destroys other completed or partially completed Work or existing buildings, the Trade Contractor shall be responsible for the cost of correcting the destroyed or damaged property.

3.8.6 The one-year period for correction of Defective Work does not constitute a limitation period with respect to the enforcement of the Trade Contractor's other obligations under the Trade Contract Documents.

3.8.7 Prior to final payment, at the Owner's option and with the Trade Contractor's agreement, the Owner may elect to accept Defective Work rather than require its removal and correction. In such case the Contract Price shall be equitably adjusted for any diminution in the value of the Project caused by such Defective Work. Before the Owner accepts any such change it must be documented in writing with a Change Order signed by both the Trade Contractor and Owner.

3.9 CORRECTION OF COVERED TRADE CONTRACT WORK

3.9.1 On request of the Owner or Construction Manager, Trade Contract Work that has been covered without a requirement that it be inspected prior to being covered may be uncovered for the Owner's or Construction Manager's inspection. The Owner shall pay for the costs of uncovering and replacement if the Work proves to be in conformance with the Trade Contract Documents, or if the defective condition was caused by the Owner or Others. If the uncovered Trade Contract Work proves to be defective, the Trade Contractor shall pay the costs of uncovering and replacement.

3.9.2 If contrary to specific requirements in the Trade Contract Documents or contrary to a specific request from the Owner or Construction Manager, a portion of the Trade Contract Work is covered, the Owner or Construction Manager, by written request, may require the Trade Contractor to uncover the Trade Contract Work for the Owner's or Construction Manager's observation. In this circumstance the Trade Contract Work shall be uncovered and recovered at the Trade Contractor's expense and with no adjustment to the Trade Contract Time. Costs incurred by the Owner as a direct result of the above shall be deducted from the Trade Contract Price.

3.10 SAFETY OF PERSONS AND PROPERTY

3.10.1 SAFETY PRECAUTIONS AND PROGRAMS The Trade Contractor shall have overall responsibility for safety precautions and programs in the performance of the Trade Contract Work. While this section establishes the responsibility for safety between the Owner and Trade Contractor, it does not relieve Subcontractors of their responsibility for the safety of persons or property in the performance of their work, nor for compliance with the provisions of applicable laws and regulations.

3.10.2 The Trade Contractor shall seek to avoid injury, loss or damage to persons or property by taking reasonable steps to protect:

3.10.2.1 its employees and other persons at the Worksite;

3.10.2.2 materials and equipment stored at on-site or off-site locations for use in the Trade Contract Work; and

3.10.2.3 property located at the site and adjacent to Trade Contract Work areas, whether or not the property is part of the Trade Contract Work.

3.10.3 TRADE CONTRACTOR'S SAFETY REPRESENTATIVE The Trade Contractor's Worksite Safety Representative is who shall act as the Trade Contractor's authorized safety representative with a duty



to prevent accidents in accordance with subsection 3.10.2 If no individual is identified in this section, the authorized safety representative shall be the Trade Contractor's Representative. The Trade Contractor shall report immediately in writing to the Owner and Construction Manager all recordable accidents and injuries occurring at the Worksite. When the Trade Contractor is required to file an accident report with a public authority, the Trade Contractor shall furnish a copy of the report to the Owner and Construction Manager.

3.10.4 The Trade Contractor shall provide the Owner and Construction Manager with copies of all notices required of the Trade Contractor by law or regulation. The Trade Contractor's safety program shall comply with the requirements of governmental and quasi-governmental authorities having jurisdiction.

3.10.5 Damage or loss not insured under property insurance which may arise from the Trade Contract Work, to the extent caused by the negligent acts or omissions of the Trade Contractor, or anyone for whose acts the Trade Contractor may be liable, shall be promptly remedied by the Trade Contractor.

3.10.6 If the Owner or Construction Manager deems any part of the Trade Contract Work or Worksite unsafe, the Owner or Construction Manager, without assuming responsibility for the Trade Contractor's safety program, may require the Trade Contractor to stop performance of the Trade Contract Work or take corrective measures satisfactory to the Owner, or both. If the Trade Contractor does not adopt corrective measures, the Owner may perform them and deduct their cost from the Trade Contract Price. The Trade Contractor agrees to make no claim for damages, for an increase in the Trade Contract Price or for a change in the Trade Contract Time based on the Trade Contractor's compliance with the Owner's or Construction Manager's reasonable request.

3.11 EMERGENCIES

3.11.1 In an emergency, the Trade Contractor shall act in a reasonable manner to prevent personal injury or property damage. Any change in the Trade Contract Price or Trade Contract Time resulting from the actions of the Trade Contractor in an emergency situation shall be determined as provided in ARTICLE 8.

3.12 HAZARDOUS MATERIALS

3.12.1 The Trade Contractor shall not be obligated to commence or continue Trade Contract Work until any Hazardous Material discovered at the Worksite has been removed, rendered or determined to be harmless by the Owner as certified by an independent testing laboratory and approved by the appropriate government agency.

3.12.2 If after the commencement of the Trade Contract Work a Hazardous Material is discovered at the Worksite, the Trade Contractor shall be entitled to immediately stop Trade Contract Work in the affected area. The Trade Contractor shall report the condition to the Owner, the Construction Manager, and, if required, the government agency with jurisdiction.

3.12.3 The Trade Contractor shall not be required to perform any Trade Contract Work relating to or in the area of Hazardous Material without written mutual agreement.

3.12.4 The Owner shall be responsible for retaining an independent testing laboratory to determine the nature of the Hazardous Material encountered and whether the material requires corrective measures or remedial action. Such measures shall be the sole responsibility of the Owner, and shall be performed in a manner minimizing any adverse effects upon the Trade Contract Work. The Trade Contractor shall resume Trade Contract Work in the area affected by any Hazardous Material only upon written agreement between the Parties after the Hazardous Material has been removed or rendered harmless.



and only after approval, if necessary, of the governmental agency with jurisdiction.

3.12.5 If the Trade Contractor incurs additional costs or is delayed due to the presence or remediation of Hazardous Material, the Trade Contractor shall be entitled to an equitable adjustment in the Trade Contract Price or the Trade Contract Time.

3.12.6 To the extent not caused by the negligent acts or omissions of the Trade Contractor, its Subcontractors and Sub-subcontractors, and the agents, officers, directors and employees of each of them, the Owner shall defend, indemnify and hold harmless the Trade Contractor, its Subcontractors and Sub-subcontractors, and the agents, officers, directors and employees of each of them, from and against any and all direct claims, damages, losses, costs and expenses, including but not limited to attorney's fees, costs and expenses incurred in connection with any dispute resolution process, to the extent permitted pursuant to section 6.6, arising out of or relating to the performance of the Trade Contract Work in any area affected by Hazardous Material. To the extent portions of this paragraph are in conflict with SF 396 (codified at Iowa Code Section 537A.5) said portions are void and unenforceable.

3.12.7 MATERIALS BROUGHT TO THE WORKSITE

3.12.7.1 Material Safety Data (MSD) sheets as required by law and pertaining to materials or substances used or consumed in the performance of the Trade Contract Work, whether obtained by the Trade Contractor, Subcontractors, the Owner or Others, shall be maintained at the Worksite by the Trade Contractor and made available to the Owner, Construction Manager, Subcontractors and Others.

3.12.7.2 The Trade Contractor shall be responsible for the proper delivery, handling, application, storage, removal and disposal of all materials and substances brought to the Worksite by the Trade Contractor in accordance with the Trade Contract Documents and used or consumed in the performance of the Trade Contract Work.

3.12.7.3 The Trade Contractor shall indemnify and hold harmless the Owner, Construction Manager, their agents, officers, directors and employees, from and against any and all claims, damages, losses, costs and expenses, including but not limited to attorney's fees, costs and expenses incurred in connection with any dispute resolution procedure, arising out of or relating to the delivery, handling, application, storage, removal and disposal of all materials and substances brought to the Worksite by the Trade Contractor in accordance or not in accordance with the Trade Contract Documents. To the extent portions of this paragraph are in conflict with SF 396 (codified at Iowa Code Section 537A.5) said portions are void and unenforceable.

3.12.8 The terms of this section shall survive the completion of the Trade Work or any termination of this Agreement.

3.13 SUBMITTALS

3.13.1 The Trade Contractor shall submit to the Construction Manager, and the Design Professional, for review and approval all shop drawings, samples, product data and similar submittals required by the Trade Contract Documents. Submittals may be submitted in electronic form if required in accordance with ConsensusDocs 200.2 and subsection 4.4.1. The Trade Contractor shall be responsible to the Owner for the accuracy and conformity of its submittals to the Trade Contract Documents. The Trade Contractor shall prepare and deliver its submittals in a manner consistent with the Construction Schedule and in such time and sequence so as not to delay the performance of the Trade Contract Work or the work of the Owner and Others. When the Trade Contractor delivers its submittals the Trade Contractor shall identify in writing for each submittal all changes, deviations or substitutions from the requirements of the Trade Contract Documents. The review and approval of any Trade Contractor



submittal shall not be deemed to authorize changes, deviations or substitutions from the requirements of the Trade Contract Documents unless express written approval is obtained from the Owner specifically authorizing such deviation, substitution or change. To the extent a change, deviation or substitution causes an impact to the Contract Price or Contract Time, such approval shall be promptly memorialized in a Change Order. Further, the Construction Manager and Design Professional shall not make any change, deviation or substitution through the submittal process without specifically identifying and authorizing such deviation to the Trade Contractor. In the event that the Trade Contract Documents do not contain submittal requirements pertaining to the Trade Contract Work, the Trade Contractor agrees upon request to submit in a timely fashion to the Construction Manager and the Design Professional for review and approval any shop drawings, samples, product data, manufacturers' literature or similar submittals as may reasonably be required by the Owner, Construction Manager, or Design Professional.

3.13.2 The Owner shall be responsible for review and approval of submittals with reasonable promptness to avoid causing delay.

3.13.3 The Trade Contractor shall perform all Trade Contract Work strictly in accordance with approved submittals. Approval of shop drawings is not authorization to Trade Contractor to perform Changed Work, unless the procedures of ARTICLE 8 are followed. Approval does not relieve the Trade Contractor from responsibility for Defective Work resulting from errors or omissions of any kind on the approved Shop Drawings.

3.13.4 Record copies of the following, incorporating field changes and selections made during construction, shall be maintained by the Trade Contractor at the Project site and available to the Owner upon request: drawings, specifications, addenda, Trade Contract Change Order and other modifications, and required submittals including product data, samples and shop drawings.

3.13.5 No substitutions shall be made in the Trade Contract Work unless permitted in the Trade Contract Documents and then only after the Trade Contractor obtains approvals required under the Trade Contract Documents for substitutions. All such substitutions shall be promptly memorialized in a Change Order no later than seven (7) Days following approval by the Owner and, if applicable, provide for an adjustment in the Contract Price or Contract Time.

3.13.6 The Trade Contractor shall prepare and submit to the Construction Manager for submission to the Owner

(Check one only)

- ☒ final marked up as-built drawings
- ☐ updated electronic data, in accordance with ConsensusDocs 200.2 and section 4.4.1
- ☐ such documentation as defined by the Parties by attachment to this Agreement,

in general documenting how the various elements of the Trade Contract Work were actually constructed or installed.

3.14 PROFESSIONAL SERVICES

3.14.1 The Trade Contractor may be required to procure professional services in order to carry out its responsibilities for construction means, methods, techniques, sequences and procedures for such services specifically called for by the Contract Documents. The Trade Contractor shall obtain these professional services and any design certifications required from State of Iowa licensed design professionals. All drawings, specifications, calculations, certifications and submittals prepared by such



design professionals shall bear the signature and seal of such design professionals and the Owner and the Design Professional shall be entitled to rely upon the adequacy, accuracy and completeness of such design services. If professional services are specifically required by the Contract Documents, the Owner shall indicate all required performance and design criteria. The Trade Contractor shall not be responsible for the adequacy of such performance and design criteria. The Trade Contractor shall not be required to provide such services in violation of existing laws, rules and regulations in the jurisdiction where the Project is located.

3.15 WORKSITE CONDITIONS

3.15.1 WORKSITE VISIT The Trade Contractor acknowledges that it has visited, or has had the opportunity to visit, the Worksite to visually inspect the general and local conditions which could affect the Trade Contract Work.

3.15.2 CONCEALED OR UNKNOWN SITE CONDITIONS If the conditions at the Worksite are (a) subsurface or other concealed physical conditions which are materially different from those indicated in the Trade Contract Documents, or (b) unusual and unknown physical conditions which are materially different from conditions ordinarily encountered and generally recognized as inherent in Trade Contract Work provided for in the Trade Contract Documents, the Trade Contractor shall stop Trade Contract Work and give immediate written notice of the condition to the Owner, Construction Manager and the Design Professional. The Trade Contractor shall not be required to perform any work relating to the unknown condition without the written mutual agreement of the Parties. Any change in the Contract Price or the Contract Time as a result of the unknown condition shall be determined as provided in this article. The Trade Contractor shall provide the Owner and the Construction Manager with written notice of any claim as a result of unknown conditions within the time period set forth in section 8.4.

3.16 PERMITS AND TAXES

3.16.1 Trade Contractor shall give public authorities all notices required by law and, except for permits and fees which are the responsibility of the Owner pursuant to section 4.2, shall obtain and pay for all necessary permits, licenses and renewals pertaining to the Trade Contract Work. Trade Contractor shall provide to Owner copies of all notices, permits, licenses and renewals required under this Agreement.

3.16.2 Trade Contractor shall pay all applicable taxes legally enacted when bids are received or negotiations concluded for the Trade Contract Work provided by the Trade Contractor.

3.16.3 The Contract Price or Contract Time shall be equitably adjusted by Trade Contract Change Order for additional costs resulting from any changes in laws, ordinances, rules and regulations enacted after the date of this Agreement, including increased taxes.

3.16.3 (Deleted)

3.17 CUTTING, FITTING AND PATCHING

3.17.1 The Trade Contractor shall perform cutting, fitting and patching necessary to coordinate the various parts of the Trade Contract Work and to prepare its Trade Contract Work for the work of the Owner or Others.

3.17.2 Cutting, patching or altering the work of the Owner or Others shall be done with the prior written approval of the Owner. Such approval shall not be unreasonably withheld.

3.18 CLEANING UP

3.18.1 The Trade Contractor shall regularly remove debris and waste materials at the Worksite resulting



from the Trade Contract Work. Prior to discontinuing Trade Contract Work in an area, the Trade Contractor shall clean the area and remove all rubbish and its construction equipment, tools, machinery, waste and surplus materials. The Trade Contractor shall minimize and confine dust and debris resulting from construction activities. At the completion of the Trade Contract Work, the Trade Contractor shall remove from the Worksite all construction equipment, tools, surplus materials, waste materials and debris.

3.18.2 If the Trade Contractor fails to commence compliance with cleanup duties within two (2) business Days after written notification from the Owner or the Construction Manager of noncompliance, the Owner may implement appropriate cleanup measures without further notice and the cost shall be deducted from any amounts due or to become due the Trade Contractor in the next payment period.

3.19 ACCESS TO TRADE CONTRACT WORK The Trade Contractor shall facilitate the access of the Owner, Construction Manager, Design Professional and Others to Trade Contract Work in progress.

3.20 COST MONITORING The Trade Contractor shall provide the Construction Manager with cost monitoring information appropriate for the manner of Trade Contractor's compensation, to enable the Construction Manager to develop and track construction and project budgets, including amounts for work in progress, uncompleted work and proposed changes.

3.21 ROYALTIES, PATENTS AND COPYRIGHTS The Trade Contractor shall pay all royalties and license fees which may be due on the inclusion of any patented or copyrighted materials, methods or systems selected by the Trade Contractor and incorporated in the Trade Contract Work. The Trade Contractor shall defend, indemnify and hold the Owner harmless from all suits or claims for infringement of any patent rights or copyrights arising out of such selection. The Owner agrees to indemnify and hold the Trade Contractor harmless from any suits or claims of infringement of any patent rights or copyrights arising out of any patented or copyrighted materials, methods or systems specified by the Owner, Construction Manager and Design Professional. To the extent portions of this paragraph are in conflict with SF 396 (codified at Iowa Code Section 537A.5) said portions are void and unenforceable.

3.22 CONFIDENTIALITY The Owner shall treat as confidential information all of the Trade Contractor's estimating systems and historical and parameter cost data that may be disclosed to the Owner in connection with the performance of this Agreement if they are specified and marked as confidential and shall mark them. If a document is not marked as "Confidential" it will not be treated as such. Nothing contained herein, however, shall be interpreted in a manner that modifies or is in conflict with the purpose and application of the open records laws contained in the Code of Iowa.

ARTICLE 4 OWNER'S RESPONSIBILITIES

4.1 INFORMATION SERVICES

4.1.1 FULL INFORMATION Any information or services to be provided by the Owner shall be provided in a timely manner so as not to delay the Trade Contract Work.

4.1.2 FINANCIAL INFORMATION Upon the written request of the Trade Contractor, the Owner shall provide the Trade Contractor with evidence of Project financing. If requested in writing, evidence of such financing shall be a condition precedent to the Trade Contractor's commencing or continuing the Trade Contract Work. The Trade Contractor shall be notified by the Owner prior to any material change in Project financing.

4.1.3 WORKSITE INFORMATION Except to the extent that the Trade Contractor knows of any inaccuracy, the Trade Contractor is entitled to rely on Worksite information furnished by the Owner pursuant to this subsection. To the extent the Owner has obtained, or is required elsewhere in the



Trade Contract Documents to obtain, the following Worksite information, the Owner shall provide at the Owner's expense and with reasonable promptness:

4.1.3.1 information describing the physical characteristics of the site, including surveys, site evaluations, legal descriptions, data or drawings depicting existing conditions, subsurface conditions and environmental studies, reports and investigations;

4.1.3.2 tests, inspections and other reports dealing with environmental matters, Hazardous Material and other existing conditions, including structural, mechanical and chemical tests, required by the Trade Contract Documents or by law; and

4.1.3.3 any other information or services requested in writing by the Trade Contractor which are relevant to the Trade Contractor's performance of the Trade Contract Work and under the Owner's control. The information required by subsection 4.1.3 shall be provided in reasonable detail. Legal descriptions shall include easements, title restrictions, boundaries, and zoning restrictions. Worksite descriptions shall include existing buildings and other construction and all other pertinent site conditions. Adjacent property descriptions shall include structures, streets, sidewalks, alleys, and other features relevant to the Trade Contract Work. Utility details shall include available services, lines at the Worksite and adjacent and connection points. The information shall include public and private information, subsurface information, grades, contours, and elevations, drainage data, exact locations and dimensions, and benchmarks that can be used by the Trade Contractor in laying out the Trade Contract Work. The Trade Contractor shall in writing request from the Owner any information identified in Paragraph 4.1.3 that the Trade Contractor believes the Owner has obtained but has not provided to the Trade Contractor.

4.1.3.4 OWNER'S REPRESENTATIVE The Owner's representative is test. The Owner's representative shall have authority to bind the Owner in all matters relating to this Agreement including, without limitation, all matters requiring the Owner's approval, authorization or written notice. If the Owner changes its representative as listed above, the Owner shall notify the Trade Contractor in advance in writing. The Owner's Representative is also authorized to resolve disputes in accordance with Section 12.2 of this Agreement. The Construction Manager, while unauthorized to modify the Agreement or settle a dispute without the Owner's approval, however, does have the requisite authority to act as the Owner's agent throughout the construction of the Project in accordance with the contract between the Owner and the Construction Manager (ConsensusDOCS 801 as modified by the State of Iowa).

4.2 BUILDING PERMIT, FEES AND APPROVALS Except for those permits and fees related to the Trade Contract Work which are the responsibility of the Trade Contractor pursuant to subsection 3.16.1, the Owner shall secure and pay for all other permits, approvals, easements, assessments and fees required for the development, construction, use or occupancy of permanent structures or for permanent changes in existing facilities, including the building permit.

4.3 Deleted

4.4 TRADE CONTRACT DOCUMENTS Unless otherwise specified, Owner shall provide One (1) copies of the Trade Contract Documents to the Trade Contractor without cost. Additional copies will be provided to the Trade Contractor at cost. This paragraph is not intended to be in conflict with Iowa Code Section 26.3 requirement that a sufficient number of copies of the contract documents be made available to bidders without charge (but a deposit not to exceed \$250 per set may be required). If the Trade Contractor was required to make a deposit for a set of Trade Contract Documents for purposes of bidding then the Trade Contractor may elect to have the deposit returned instead of being provided with an additional copy.



4.4.1 DIGITIZED DOCUMENTS If the Owner requires that the Owner, Design Professional, Construction Manager and Trade Contractor exchange documents and data in electronic or digital form, prior to any such exchange, the Owner, Design Professional, Construction Manager and Trade Contractor shall agree on a written protocol governing all exchanges in ConsensusDocs 200.2 or a separate Agreement, which, at a minimum, shall specify: (a) the definition of documents and data to be accepted in electronic or digital form or to be transmitted electronically or digitally; (b) management and coordination responsibilities; (c) necessary equipment, software and services; (d) acceptable formats, transmission methods and verification procedures; (e) methods for maintaining version control; (f) privacy and security requirements; and (g) storage and retrieval requirements. Except as otherwise agreed to by the Parties in writing, the Parties shall each bear their own costs as identified in the protocol. In the absence of a written protocol, use of documents and data in electronic or digital form shall be at the sole risk of the recipient.

4.5 OWNER'S CUTTING AND PATCHING Cutting, patching or altering the Trade Contract Work by the Owner or Others shall be done with the prior written approval of the Trade Contractor, which approval shall not be unreasonably withheld.

4.6 OWNER'S RIGHT TO CLEAN UP In case of a dispute between the Trade Contractor and Others with regard to respective responsibilities for cleaning up at the Worksite, the Owner may implement appropriate cleanup measures after two (2) business Days' notice and allocate the cost among those responsible during the following pay period.

4.7 COST OF CORRECTING DAMAGED OR DESTROYED WORK With regard to damage or loss attributable to the acts or omissions of the Owner or Others and not to the Trade Contractor, the Owner may either (a) promptly remedy the damage or loss or (b) accept the damage or loss. If the Trade Contractor incurs additional costs or is delayed due to such loss or damage, the Trade Contractor shall be entitled to an equitable adjustment in the Trade Contract Price or Trade Contract Time.

ARTICLE 5 SUBCONTRACTS

5.1 SUBCONTRACTORS The Trade Contract Work not performed by the Trade Contractor with its own forces shall be performed by Subcontractors.

5.2 AWARD OF SUBCONTRACTS AND OTHER CONTRACTS FOR PORTIONS OF THE TRADE CONTRACT WORK

5.2.0 The Trade Contractor must identify all Subcontractors and suppliers within 48 hours of the published date and time for which bids must be submitted, in accordance with Iowa Code Section 8A.311, as amended by House File 646 in 2011. Subcontractors and suppliers may not be changed without the approval of the Owner. Requests for changing a Subcontractor or supplier must identify the reason for the proposed change, the name of the new Subcontractor or supplier, and the change in the subcontractor or supplier price as a result of the change. Any reduction in subcontractor or supplier price as a result of the change, if the change is approved by the Owner, shall be deducted from the Trade Contract Price via a deductive Change Order. Any such changes, if approved by the Owner, which result in an increase in the Trade Contract Price shall be borne by the Trade Contractor.

5.2.1 If the Owner has a reasonable objection to any proposed subcontractor or material supplier, the Owner shall notify the Trade Contractor in writing.

5.2.2 If the Owner has reasonably and promptly objected as provided in subsection 5.2.1, the Trade Contractor shall not contract with the proposed subcontractor or material supplier, and the Trade Contractor shall propose another Subcontractor acceptable to the Owner. To the extent the substitution results in an increase or decrease in the Trade Contract Price or Trade Contract Time, an appropriate



Trade Contract Change Order shall be issued as provided in ARTICLE 8.

5.3 BINDING OF SUBCONTRACTORS The Trade Contractor agrees to bind every Subcontractor (and require every Subcontractor to so bind its subcontractors) to all the provisions of this Agreement and the Trade Contract Documents as they apply to the Subcontractor's portion of the Trade Contract Work.

5.4 Deleted

5.5 CONTINGENT ASSIGNMENT OF SUBCONTRACTS

5.5.1 If this Agreement is terminated, each subcontract agreement shall be assigned by the Trade Contractor to the Owner, subject to the prior rights of any surety, provided that:

5.5.1.1 this Agreement is terminated by the Owner pursuant to sections 11.3 or 11.4; and

5.5.1.2 the Owner accepts such assignment after termination by notifying the Subcontractor and Trade Contractor in writing, and assumes all rights and obligations of the Contractor pursuant to each subcontract agreement.

5.5.2 If the Owner accepts such an assignment, and the Work has been suspended for more than thirty (30) consecutive Days, following termination, if appropriate, the Subcontractor's compensation shall be equitably adjusted as a result of the suspension.

ARTICLE 6 TRADE CONTRACT TIME

6.1 PERFORMANCE OF THE TRADE CONTRACT WORK

6.1.1 DATE OF COMMENCEMENT The Date of Commencement is the date of Owner's written notice to proceed unless otherwise set forth below:

6.1.2 TIME Substantial Completion of the Trade Contract Work shall be achieved in xxx (xx) Days from the Date of Commencement. Unless otherwise specified in the Certificate of Substantial Completion, the Trade Contractor shall achieve Final Completion within 30 Days after the date of Substantial Completion, subject to adjustments as provided for in the Trade Contract Documents.

6.1.3 Time limits stated above are of the essence of this Agreement.

6.1.4 Unless instructed by the Owner in writing, the Trade Contractor shall not knowingly commence the Trade Contract Work before the effective date of insurance to be provided by the Trade Contractor and Owner as required by the Trade Contract Documents.

6.2 CONSTRUCTION SCHEDULE Prior to the commencement of the construction of the Trade Contract Work, the Trade Contractor shall submit a copy of its critical path method (CPM) construction schedule showing the completion of the Trade Contract Work within the allowable number of days identified above. The Trade Contractor shall regularly update its CPM construction schedule for the Trade Contract Work and promptly furnish the Construction Manager on an ongoing basis scheduling information requested by the Construction Manager for the Trade Contract Work. In consultation with the Trade Contractor, the Construction Manager shall incorporate the Trade Contract Work and work of other trade contractors into an overall Construction Schedule for the entire Project. The Trade Contractor shall be bound by the Construction. Nothing in this Trade Contractor Agreement shall relieve the Trade Contractor of any liability for any unexcused failure to comply with its original schedule, the Construction Schedule, or any completion dates. The Construction Manager shall have the right to coordinate the Trade Contractors, including the right, if necessary, to change the time, order and priority in which the various portions of the Trade Contract Work and the other work associated with the Project shall be performed.



6.3 DELAYS AND EXTENSIONS OF TIME

6.3.1 If the Trade Contractor is delayed at any time in the commencement or progress of the Work by any cause beyond the control of the Trade Contractor, the Trade Contractor shall be entitled to an equitable extension of the Trade Contract Time if the Trade Contractor is able to show that the critical path of the Trade Contract Work was delayed by causes beyond the control of the Trade Contractor. Examples of causes beyond the control of the Trade Contractor include, but are not limited to, the following: acts or omissions of the Owner, the Design Professional, Construction Manager or Others; changes in the Work or the sequencing of the Work ordered by the Owner, or arising from decisions of the Owner that impact the time of performance of the Work; transportation delays not reasonably foreseeable; labor disputes not involving the Trade Contractor; general labor disputes impacting the Project but not specifically related to the Worksite; fire; terrorism, epidemics, adverse governmental actions, unavoidable accidents or circumstances; adverse weather conditions not reasonably anticipated; encountering Hazardous Materials; concealed or unknown conditions; delay authorized by the Owner pending dispute resolution; and suspension by the Owner under section 11.1. The Trade Contractor shall submit any requests for equitable extensions of Contract Time in accordance with the provisions of ARTICLE 8.

6.3.2 In addition, if the Trade Contractor is able to show that it incurred additional costs because the critical path of the Trade Contract Work was delayed by acts or omissions of the Owner, the Design Professional, Construction Manager or Others, changes in the Work or the sequencing of the Work ordered by the Owner, or arising from decisions of the Owner that impact the time of performance of the Work, encountering Hazardous Materials, or concealed or unknown conditions, delay authorized by the Owner pending dispute resolution or suspension by the Owner under section 11.1, then the Trade Contractor shall be entitled to an equitable adjustment in the Trade Contract Price subject to section 6.6.

6.3.3 NOTICE OF DELAYS In the event delays to the Trade Contract Work are encountered for any reason, the Trade Contractor shall provide prompt written notice to the Owner and the Construction Manager of the cause of such delays after Trade Contractor first recognizes the delay. The Owner and Trade Contractor agree to undertake reasonable steps to mitigate the effect of such delays.

6.4 NOTICE OF DELAY CLAIMS If the Trade Contractor believes it is due an equitable extension of Trade Contract Time or an equitable adjustment in Trade Contract Price as a result of a delay described in subsection 6.3.1, the Trade Contractor shall give the Owner and the Construction Manager written notice of the claim in accordance with section 8.4. If the Trade Contractor causes delay in the completion of the Trade Contract Work, the Owner shall be entitled to recover its additional costs subject to subsection 6.6. The Owner shall process any such claim against the Trade Contractor in accordance with ARTICLE 8.

6.5 LIQUIDATED DAMAGES

6.5.1 SUBSTANTIAL COMPLETION The Owner and the Trade Contractor agree that this Agreement ☐ shall / ☒ shall not (indicate one) provide for the imposition of liquidated damages based on the Date of Substantial Completion.

6.5.1.1 The Trade Contractor understands that if the Date of Substantial Completion established by this Agreement, as may be amended by subsequent Trade Change Order, is not attained, the Owner will suffer damages which are difficult to determine and accurately specify. The Trade Contractor agrees that if the Date of Substantial Completion is not attained the Trade Contractor shall pay the Owner Zero Dollars and No Cents (\$0.00) as liquidated damages and not as a penalty for each day that Substantial Completion extends beyond the Date of Substantial Completion. The liquidated damages provided herein shall be in lieu of all liability for any and all

extra costs, losses, expenses, claims, penalties and any other damages of whatsoever nature incurred by the Owner which are occasioned by any delay in achieving the Date of Substantial Completion.

6.5.2 FINAL COMPLETION The Owner and the Trade Contractor agree that this Agreement ☐ shall / ☒ shall not (indicate one) provide for the imposition of liquidated damages based on the Date of Final Completion.

6.5.2.1 The Trade Contractor understands that if the Date of Final Completion established by this Agreement, as may be amended by subsequent Trade Change Order is not attained, the Owner will suffer damages which are difficult to determine and accurately specify. The Trade Contractor agrees that if the Date of Final Completion is not attained the Trade Contractor shall pay the Owner Zero Dollars and No Cents (\$0.00) as liquidated damages and not as a penalty for each day that Final Completion extends beyond the Date of Final Completion. The liquidated damages provided herein shall be in lieu of all liability for any and all extra costs, losses, expenses, claims, penalties and any other damages of whatsoever nature incurred by the Owner which are occasioned by any delay in achieving the Date of Final Completion.

6.5.3 OTHER LIQUIDATED DAMAGES The Owner and the Trade Contractor may agree upon the imposition of liquidated damages based on other project milestones or performance requirements. Such agreement shall be included as an exhibit to this Agreement.

6.6 LIMITED MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES Except for damages mutually agreed upon by the Parties as liquidated damages in Section 6.5 and excluding losses covered by insurance required by the Trade Contract Documents, the Owner and the Trade Contractor agree to waive all claims against each other for any consequential damages that may arise out of or relate to this Agreement, except for those specific items of damages excluded from this waiver as mutually agreed upon by the Parties and identified below. The Owner agrees to waive damages including but not limited to the Owner's loss of use of the Project, any rental expenses incurred, loss of income, profit or financing related to the Project, as well as the loss of business, loss of financing, principal office overhead and expenses, loss of profits not related to this Project, loss of reputation, or insolvency. The Trade Contractor agrees to waive damages including but not limited to loss of business, loss of financing, principal office overhead and expenses, loss of profits not related to this Project, loss of bonding capacity, loss of reputation, or insolvency. The provisions of this section shall also apply to the termination of this Agreement and shall survive such termination.

6.6.1 The following items of damages are excluded from this mutual waiver: The provisions of this section shall also apply to the termination of this Agreement and shall survive such termination. The Owner and the Trade Contractor shall require similar waivers in contracts with Subcontractors and Others retained for the Project.

ARTICLE 7 TRADE CONTRACT PRICE

7.1 LUMP SUM As full compensation for performance by the Trade Contractor of the Work in conformance with the Contract Documents, the Owner shall pay the Trade Contractor the lump sum price of: XX dollars and XX cents (\$XX.XX). The lump sum price is hereinafter referred to as the Trade Contract Price, which shall be subject to increase or decrease as provided in article 8.

Lump Sum Price includes Base Bid of \$X.XX and Alternate #XX for {alternate description} for \$X.XX for a total Lump Sum Price of \$X.XX.

7.2 ALLOWANCES

7.2.1 All allowances stated in the Trade Contract Documents shall be included in the Trade Contract Price. The Owner shall select allowance items in a timely manner so as not to delay the Trade Contract



Work.

7.2.2 Allowances shall include the costs of materials, supplies and equipment delivered to the Worksite, less applicable trade discounts and including requisite taxes, unloading and handling at the Worksite, and labor and installation, unless specifically stated otherwise. The Trade Contractor's Overhead and profit for the allowances shall be included in the Trade Contract Price, but not in the allowances. The Trade Contract Price shall be adjusted by Trade Contract Change Order to reflect the actual costs when they are greater than or less than the allowances.

ARTICLE 8 CHANGES

Changes in the Trade Contract Work that are within the general scope of this Agreement shall be accomplished, without invalidating this Agreement, by Trade Contract Change Order, and Trade Contract Interim Directed Change.

8.1 TRADE CHANGE ORDER

8.1.1 The Owner may order or the Trade Contractor may request changes in the Trade Contract Work or the timing or sequencing of the Trade Contract Work that impacts the Trade Contract Price or the Trade Contract Time. All such changes in the Trade Contract Work that affect Trade Contract Time or Trade Contract Price shall in the form of a Trade Contract Change Order. Any such requests for a change in the Trade Contract Price or the Trade Contract Time shall be processed in accordance with this article 8. Trade Contract Change Orders shall be executed on the ConsensusDOCS 813 - Trade Contract Change Order (CM as Owner's Agent) with attachments as necessary.

8.1.2 The Owner, with the assistance of the Construction Manager, and the Trade Contractor shall negotiate in good faith an appropriate adjustment to the Trade Contract Price or the Trade Contract Time and shall conclude these negotiations as expeditiously as possible. Acceptance of the Trade Contract Change Order and any adjustment in the Trade Contract Price or Trade Contract Time shall not be unreasonably withheld.

8.2 TRADE CONTRACT INTERIM DIRECTED CHANGE

8.2.1 The Construction Manager may issue a written Trade Contract Interim Directed Change signed by the Owner directing a change in the Trade Contract Work prior to reaching agreement with the Trade Contractor on the adjustment, if any, in the Trade Contract Price or the Trade Contract Time.

8.2.2 The Owner, with the assistance of the Construction Manager, and the Trade Contractor shall negotiate expeditiously and in good faith for appropriate adjustments, as applicable, to the Trade Contract Price or the Trade Contract Time arising out of a Trade Contract Interim Directed Change. As the Trade Contract Changed Work is performed, the Trade Contractor shall submit its costs for such work with its application for payment beginning with the next application for payment within thirty (30) Days of the issuance of the Trade Contract Interim Directed Change. If there is a dispute as to the cost to the Owner, the Trade Contractor shall continue to perform the Trade Contract Changed Work set forth in the Trade Contract Interim Directed Change and the Owner shall pay the requirements Trade Contractor the Cost of the Work, defined in 8.3.1.3 below upon receipt of an application for payment and the Owner's (and the Architect's and construction manger's) determination that the work has been completed. The Parties reserve their rights as to the disputed amount, subject to the requirements ARTICLE 12.

8.2.3 When the Owner and the Trade Contractor agree upon the adjustment in the Trade Contract Price or the Trade Contract Time, for a change in the Trade Contract Work directed by a Trade Contract Interim Directed Change, such agreement shall be the subject of a Trade Contract Change Order. The



Trade Contract Change Order shall include all outstanding Trade Contract Interim Directed Changes on which the Owner and Trade Contractor have reached agreement on Contract Price or Contract Time issued since the last Trade Contract Change Order.

8.3 DETERMINATION OF COST

8.3.1 An increase or decrease in the Trade Contract Price or the Trade Contract Time resulting from a change in the Trade Contract Work shall be determined by one or more of the following methods:

8.3.1.1 unit prices set forth in this Agreement or as subsequently agreed;

8.3.1.2 a mutually accepted, itemized lump sum;

8.3.1.3 COST OF THE WORK Cost of the Work as defined by this subsection plus 10.0 % for Overhead and 5.0 % for profit. "Cost of the Work" shall include the following costs reasonably incurred to perform a change in the Work

8.3.1.3.1 wages paid for labor in the direct employ of the Constructor in the performance of the Work;

8.3.1.3.2 salaries of the Trade Contractor's employees when stationed at the field office to the extent necessary to complete the applicable Work, employees engaged on the road expediting the production or transportation of material and equipment, and supervisory employees from the principal or branch office performing the functions listed below;

8.3.1.3.3 cost of applicable employee benefits and taxes, including but not limited to, workers' compensation, unemployment compensation, social security, health, welfare, retirement and other fringe benefits as required by law, labor agreements, or paid under the Trade Contractor's standard personnel policy, insofar as such costs are paid to employees of the Trade Contractor who are included in the Cost of the Work in subsections .1 and .2 immediately above;

8.3.1.3.4 reasonable transportation, travel, and hotel expenses of the Trade Contractor's personnel incurred in connection with the Work;

8.3.1.3.5 cost of all materials, supplies, and equipment incorporated in the Work, including costs of inspection and testing if not provided by the Owner, transportation, storage, and handling;

8.3.1.3.6 payments made by the Trade Contractor to Subcontractors for Work performed under this Agreement;

8.3.1.3.7 cost, including transportation and maintenance of all materials, supplies, equipment, temporary facilities, and hand tools not owned by the workers that are used or consumed in the performance of the Work, less salvage value or residual value; and cost less salvage value of such items used, but not consumed that remain the property of the Trade Contractor;

8.3.1.3.8 rental charges of all necessary machinery and equipment, exclusive of hand tools owned by workers, used at the Worksite, whether rented from the Trade Contractor or Others, including installation, repair and replacement, dismantling, removal, maintenance, transportation, and delivery costs. Rental from unrelated third parties shall be reimbursed at actual cost. Rentals from the Trade Contractor or its affiliates, subsidiaries, or related parties shall be reimbursed at the prevailing rates in the locality of the Worksite up to eighty-five percent (85%) of the value of the piece of equipment;

8.3.1.3.9 cost of the premiums for all insurance and surety bonds which the Trade Contractor is



required to procure or deems necessary, and approved by the Owner including any additional premium incurred as a result of any increase in the cost of the Work;

8.3.1.3.10 sales, use, gross receipts or other taxes, tariffs, or duties related to the Work for which the Trade Contractor is liable;

8.3.1.3.11 permits, fees, licenses, tests, and royalties;

8.3.1.3.12 reproduction costs, photographs, facsimile transmissions, long-distance telephone calls, data processing costs and services, postage, express delivery charges, data transmission, telephone service, and computer-related costs at the Worksite to the extent such items are used and consumed in the performance of the Work or are not capable of use after completion of the Work;

8.3.1.3.13 all water, power, and fuel costs necessary for the Work;

8.3.1.3.14 cost of removal of all nonhazardous substances, debris, and waste materials;

8.3.1.3.15 all costs directly incurred to perform a change in the Work which are reasonably inferable from the Contract Documents for the Changed Work;

8.3.1.3.16 DISCOUNTS All discounts for prompt payment shall accrue to the Owner to the extent such payments are made directly by the Owner. To the extent payments are made with funds of the Constructor, all cash discounts shall accrue to the Constructor. All trade discounts, rebates and refunds, and all returns from sale of surplus materials and equipment, shall be credited to the Cost of the Work;

8.3.1.3.17 COST REPORTING The Trade Contractor shall maintain in conformance with generally accepted accounting principles a complete and current set of records that are prepared or used by the Trade Contractor to calculate the Cost of Work. The Owner and Construction Manager shall be afforded access to the Trade Contractor's records, books, correspondence, instructions, drawings, receipts, vouchers, memoranda and similar data relating to requested payment for Cost of the Work. The Trade Contractor shall preserve all such records for a period of three years after the final payment or longer where required by law;

8.3.1.3.18 COST AND SCHEDULE ESTIMATES The Trade Contractor shall use reasonable skill and judgment in the preparation of a cost estimate or schedule for a change to the Work, but does not warrant or guarantee their accuracy

8.3.1.4 If an increase or decrease cannot be agreed to as set forth in Clauses .1 through .3 above, and the Owner or the Construction Manager issues a Trade Contract Interim Directed Change, the cost of the change in the Trade Contract Work shall be determined by the reasonable actual expense and savings of the performance of the Work resulting from the change. If there is a net increase in the Trade Contract Price, the Trade Contractor's Fee shall be adjusted accordingly. In case of a net decrease in the Trade Contract Price, the Trade Contractor's Fee shall not be adjusted unless ten percent (10%) or more of the Project is deleted. The Trade Contractor shall maintain a documented, itemized accounting evidencing the expenses and savings.

8.3.2 If unit prices are set forth in the Trade Contract Documents or are subsequently agreed to by the Parties, but the character or quantity of such unit items as originally contemplated is so different in a proposed Trade Change Order that the original unit prices will cause substantial inequity to the Owner or the Trade Contractor, such unit prices shall be equitably adjusted.

8.4 CLAIMS FOR ADDITIONAL COST OR TIME Except as provided in subsection 6.3.2 and section 6.4 for



any claim for an increase in the Trade Contract Price or the Trade Contract Time, the Trade Contractor shall give the Owner and the Construction Manager written notice of the claim within fourteen (14) Days after the occurrence giving rise to the claim or within fourteen (14) Days after the Trade Contractor first recognizes (or should have recognized) the condition giving rise to the claim, whichever is later. Except in an emergency, notice shall be given before proceeding with the Trade Contract Work. Thereafter, the Trade Contractor shall submit written documentation of its claim, including appropriate supporting documentation, within twenty-one (21) Days after giving notice, unless the Parties mutually agree upon a period of time. The Owner or Construction Manager shall respond in writing denying or approving the Trade Contractor's claim no later than fourteen (14) Days after receipt of the Trade Contractor's claim. Any change in the Trade Contract Price or the Trade Contract Time resulting from such claim shall be authorized by Trade Contract Change Order.

ARTICLE 9 PAYMENT

9.1 GENERAL PROVISIONS Within fourteen (14) calendar Days from the date of execution of this Agreement, the Trade Contractor shall prepare and submit to the Construction Manager for approval a Schedule of Values apportioned to the various divisions or phases of the Trade Contract Work. Each line item contained in the Schedule of Values shall be assigned a monetary price such that the total of all such items shall equal the Trade Contract Price. The Schedule of Values shall be prepared in such detail and be supported by such documents and proof as may be required by the Construction Manager.

9.2 PROGRESS PAYMENTS

9.2.1 APPLICATIONS The Trade Contractor shall submit to the Construction Manager monthly notarized applications for payment. Trade Contractor's applications for payment shall be itemized and supported by the Trade Contractor's Schedule of Values and any other substantiating data as required by this Trade Contractor Agreement or requested by the Construction Manager or Design Professional. Payment applications may include payment requests on account of properly authorized Trade Contract Change Orders and Interim Directed Changes. The progress payment application shall include Trade Contract Work performed through the preceding calendar month. The Construction Manager will review the application and recommend to the Design professional and the Owner amounts payable by the Owner to the Trade Contractor. The Owner, in accordance with the determination of the Design Professional, shall pay the amount otherwise due on any payment application, less any amounts as set forth below, no later than thirty (30) calendar Days after the payment application, or portion thereof, is approved the Design Professional. The Owner may deduct, from any progress payment, such amounts as may be retained pursuant to subsection 9.2.4 below.

9.2.2 STORED MATERIALS AND EQUIPMENT Unless otherwise provided in the contract documents, applications for payment may include materials and equipment not yet incorporated into the Work but delivered to and suitably stored onsite or offsite including applicable insurance, storage and costs incurred transporting the materials to an offsite storage facility. Approval of payment applications for stored materials and equipment stored offsite shall be conditioned on submission by the Trade Contractor of bills of sale and proof of required insurance, or such other procedures satisfactory to the Owner to establish the proper valuation of the stored materials and equipment, the Owner's title to such materials and equipment, and to otherwise protect the Owner's interests therein, including transportation to the site.

9.2.3 CLAIM WAIVERS

9.2.3.1 PARTIAL CLAIMWAIVERS AND AFFIDAVITS As a prerequisite for payment, the Trade Contractor shall provide, in a form satisfactory to the Owner and the Construction Manager, partial claim waivers in the amount of the application for payment and affidavits from the Trade Contractor, and its Subcontractors, Material Suppliers for the completed Trade Contract Work.

Such waivers shall be effective upon payment. In no event shall the Trade Contractor be required to sign an unconditional waiver of claim, either partial or final, prior to receiving payment or in an amount in excess of what it has been paid.

9.2.4 RETAINAGE From each progress payment made to the Trade Contractor has the Owner shall retain FIVE (5) percent of the amount otherwise due after deduction of any amounts as provided in section 9.3 and in no event shall such percentage exceed any applicable statutory requirements of this Agreement. Retainage shall be withheld and administered in accordance with Iowa Code Chapter 572:

9.3 ADJUSTMENT OF TRADE CONTRACTOR'S PAYMENT APPLICATION The Owner or the Construction Manager, upon notification of the Design Professional, may reject or adjust a Trade Contractor payment application or nullify a previously approved Trade Contractor payment application, in whole or in part, as may reasonably be necessary to protect the Owner from loss or damage based upon the following, to the extent that the Trade Contractor is responsible therefor under this Trade Contractor Agreement:

9.3.1 the Trade Contractor's repeated failure to perform the Trade Contract Work as required by the Trade Contractor Agreement;

9.3.2 loss or damage arising out of or relating to the Trade Contractor Agreement and caused by the Trade Contractor to the Owner, or to the Construction Manager or others to whom the Owner may be liable;

9.3.3 the Trade Contractor's failure to properly pay for labor, materials, equipment or supplies furnished in connection with the Trade Contract Work;

9.3.4 nonconforming or defective Trade Contract Work which has not been corrected in a timely fashion;

9.3.5 reasonable evidence of delay in performance of the Trade Contract Work such that the work will not be completed within the Trade Contract Time, and that the unpaid balance of the Trade Contract Price is not sufficient to offset any liquidated damages or actual damages that may be sustained by the Owner as a result of the anticipated delay caused by the Trade Contractor;

9.3.6 reasonable evidence demonstrating that the unpaid balance of the Trade Contract Price is insufficient to cover the cost to complete the Trade Contract Work; and

9.3.7 third-party claims involving the Trade Contractor or reasonable evidence demonstrating that third-party claims are likely to be filed unless and until the Trade Contractor furnishes the Owner with adequate security in the form of a surety bond, letter of credit or other collateral or commitment which are sufficient to discharge such claims if established. No later than thirty (30) Days after receipt of an application for payment, the Owner or Construction Manager shall give written notice to the Trade Contractor, disapproving or nullifying it or a portion thereof, specifying the reasons for the disapproval or nullification. When the above reasons for disapproving or nullifying an application for payment are removed, payment will be made for amounts previously withheld.

9.4 PAYMENT NOT ACCEPTANCE Payment to the Trade Contractor does not constitute or imply acceptance of any portion of the Trade Contract Work.

9.5 PAYMENT DELAY If for any reason not the fault of the Trade Contractor, the Trade Contractor does not receive a progress payment from the Owner sixty (60) calendar Days after the time such payment is due, as defined in Subparagraph 9.2.1, then the Trade Contractor, upon giving within seven (7) calendar Days after written notice to the Owner, and without prejudice to and in addition to any other legal remedies, may stop its Trade Contract Work until payment of the full amount owing to the Trade Contractor has been received. The



Trade Contract Price and Trade Contract Time shall be equitably adjusted by a Trade Contract Change Order to reflect reasonable cost and delay resulting from shutdown, delay and start-up.

9.6 SUBSTANTIAL COMPLETION

9.6.1 The Trade Contractor shall notify the Owner, the Construction Manager and the Design Professional when it considers Substantial Completion of the Trade Contract Work or a designated portion to have been achieved. The Construction Manager and the Design Professional shall promptly conduct an inspection to determine whether the Trade Contract Work or designated portion can be occupied or utilized for its intended use by the Owner without excessive interference in completing any remaining unfinished Trade Contract Work by the Trade Contractor. If the Construction Manager and the Design Professional determine that the Trade Contract Work or designated portion has not reached Substantial Completion, the Design Professional, and the Construction Manager, shall promptly compile a list of items to be completed or corrected so the Owner may occupy or utilize the Trade Contract Work or designated portion for its intended use. The Trade Contractor shall promptly complete all items on the list.

9.6.2 When Substantial Completion of the Trade Contract Work or a designated portion is achieved, the Construction Manager and the Design Professional shall prepare a Certificate of Substantial Completion that shall establish the date of Substantial Completion, and the respective responsibilities of the Owner and Trade Contractor for interim items such as security, maintenance, utilities, insurance and damage to the Trade Contract Work. The Owner shall assume all responsibilities for items such as security, maintenance, utilities, and insurance, and damage to the Work. The certificate shall also list the items to be completed or corrected, and establish the time for their completion or correction. The Certificate of Substantial Completion shall be submitted to the Trade Contractor for written acceptance of responsibilities assigned in the Certificate.

9.6.3 Unless otherwise provided in the Certificate of Substantial Completion, warranties required by the Trade Contract Documents shall commence on the date of Substantial Completion of the Trade Contract Work or a designated portion.

9.6.4 Uncompleted items shall be completed by the Trade Contractor by the Final Completion date set forth in the Agreement and/or Construction Schedule. The Trade Contractor may request early release of retainage in accordance with Iowa Code Section 26.13. Payment for completed work and retainage shall be made in accordance with Iowa Code Chapters 26 and 573.

9.7 PARTIAL OCCUPANCY OR USE The Owner may occupy or use completed or partially completed portions of the Trade Contract Work when (a) the portion of the Trade Contract Work is designated in a Certificate of Substantial Completion, (b) appropriate insurer(s) consent to the occupancy or use, and (c) appropriate public authorities authorize the occupancy or use. Such partial occupancy or use shall constitute Substantial Completion of that portion of the Trade Contract Work.

9.8 FINAL PAYMENT

9.8.1 APPLICATION Upon acceptance of the Trade Contract Work by the Construction Manager, and approval by the Design Professional, and upon the Trade Contractor furnishing evidence of fulfillment of the Trade Contractor's obligations in accordance with the Trade Contract Documents, the Trade Contractor shall submit its application for final payment. The Construction Manager will review the Trade Contractor's final payment application and recommend to the Design Professional and the Owner an amount payable by the Owner to the Trade Contractor. The Design Professional shall then recommend an amount to be paid by the Owner. Final payment shall be made in accordance with Iowa Code Chapters 26 and 573.



9.8.2 REQUIREMENTS Along with its application for final payment, the Trade Contractor shall furnish to the Construction Manager:

9.8.2.1 an affidavit that all payrolls, bills for materials and equipment, and other indebtedness connected with the Trade Contract Work for which the Owner or its property or the Construction Manager or the Owner's surety might in any way be liable, have been paid or otherwise satisfied;

9.8.2.2 consent of the Trade Contractor's surety to final payment;

9.8.2.3 satisfaction of closeout procedures as may be required by the Trade Contractor Agreement;

9.8.2.4 certification (or other writing indicating) that insurance required by the Trade Contractor Agreement is and will remain in effect beyond final payment pursuant to this Trade Contractor Agreement and

9.8.2.5 other data if required by the Owner or Construction Manager, such as receipts, releases, and waivers of liens effective upon payment to the extent and in such form as may be designated by the Owner or Construction Manager. Acceptance of final payment by the Trade Contractor shall constitute a waiver of all claims by the Trade Contractor except those previously made in writing and identified by the Trade Contractor as unsettled at the time of final application for payment.

9.8.3 TIME OF PAYMENT Final payment of the balance of the Trade Contract Price, less any amount retained pursuant to subsection 9.2.4 of this Agreement, and as required by Iowa Code Chapters 26 and 573, which among other things requires that twice the amount of an Iowa Code Chapter 573 subcontractor claim be withheld from final payment, shall be made to the Trade contractor within sixty (60) Days after the Trade Contractor has submitted a complete and accurate application for final payment.

9.8.4 LATE PAYMENT INTEREST Progress payments or final payment due and unpaid under this Trade Contractor Agreement shall bear interest from the date payment is due at the statutory rate prevailing at the place of the Project.

9.9 PAYMENT USE AND VERIFICATION The Trade Contractor is required to pay for all labor, materials and equipment used in the performance of the Trade Contract Work through the most current period applicable to progress payments received. Reasonable evidence, satisfactory to the Construction Manager, may be required to show that all obligations relating to the Trade Contract Work are current before releasing any payment due on the Trade Contract Work. If required by the Construction Manager, before final payment is made for the Trade Contract Work, the Trade Contractor shall submit evidence satisfactory to the Construction Manager that all payrolls, bills for materials and equipment, and all known indebtedness connected with the Trade Contract Work, have been paid or otherwise satisfied as set forth in subsection 9.8.2.

ARTICLE 10 INDEMNITY, INSURANCE, WAIVERS AND BONDS

10.1 INDEMNITY

10.1A To the extent portions of this Article are in conflict with SF 396 (codified at Iowa Code Section 573A.5) said portions are void and unenforceable.

10.1.1 TRADE CONTRACTOR'S INDEMNITY To the fullest extent permitted by law, the Trade Contractor shall indemnify and hold harmless the Owner, the Owner's officers, directors, members,



consultants, agents and employees, from all claims for bodily injury and property damage, other than to the Work itself and other property insured under subsection 10.3.1, including reasonable attorneys' fees, costs and expenses, that may arise from the performance of the Work, but only to the extent caused by the negligent acts or omissions of the Trade Contractor, Subcontractors or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable. The Trade Contractor shall be entitled to reimbursement of any defense costs paid above the Trade Contractor's percentage of liability for the underlying claim to the extent provided for under subsection 10.1.2.

10.1.2 OWNER'S INDEMNITY To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Trade Contractor, its officers, directors, members, consultants, agents, and employees, from all claims for bodily injury and property damage, other than property insured under subsection 10.3.1, including reasonable attorneys' fees, costs and expenses, that may arise from the performance of work by Owner, Design Professional or Others, but only to the extent caused by the negligent acts or omissions of the Owner, Design Professional or Others. The Owner shall be entitled to reimbursement of any defense costs paid above Owner's percentage of liability for the underlying claim to the extent provided for under subsection 10.1.1.

10.1.3 CONSTRUCTION MANAGER AND DESIGN PROFESSIONAL INDEMNITY The Owner shall cause the Construction Manager and the Design Professional to agree to indemnify and hold harmless the Owner from all claims for bodily injury and property damage, other than to the Work itself and other property insured under section 10.3, that may arise from the Construction Manager's or the Design Professional's services, but only to the extent that such claims result from the negligent acts or omissions of the Construction Manager or the Design Professional, respectively, or anyone for whose acts or omissions the Construction Manager or Design Professional, respectively, is liable. Such provisions shall be in a form no less protective of the Parties than the Construction Manager's Indemnity provided in ConsensusDocs 801 (2011) or the Design Professional's indemnity provided in ConsensusDocs 803 (2011) respectively, and shall be reasonably satisfactory to the Owner and the Trade Contractor.

10.1.4 ADJACENT PROPERTY INDEMNIFICATION To the extent of the limits of Trade Contractor's Commercial General Liability Insurance specified in subsection 10.2.1 or Zero Dollars and No Cents (\$0.00) whichever is more, the Trade Contractor shall indemnify and hold harmless the Owner against any and all liability, claims, demands, damages, losses and expenses, including attorney's fees, in connection with or arising out of any damage or alleged damage to any of Owner's existing adjacent property that may arise from the performance of the Trade Contract Work, but only to the extent of the negligent acts or omissions of the Trade Contractor, Subcontractor or anyone employed directly or indirectly by any of them or by anyone for whose acts any of them may be liable.

10.1.5 NO LIMITATION ON LIABILITY In any and all claims against the Indemnitees by any employee of the Trade Contractor, anyone directly or indirectly employed by the Trade Contractor or anyone for whose acts the Trade Contractor may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Trade Contractor under Workers' Compensation acts, disability benefit acts or other employment benefit acts.

10.2 TRADE CONTRACTOR'S INSURANCE

10.2.1 Prior to the start of the Work, the Trade Contractor shall procure and maintain in force Workers Compensation/Employers' Liability Insurance, Business Automobile Liability Insurance, and Commercial General Liability Insurance (CGL). The CGL policy shall include coverage for liability arising from premises, operations, independent contractors, products-completed operations, personal injury and



advertising injury, contractual liability, and broad form property damage. The Trade Contractor's liability policies, as required in this Subparagraph 10.2.1, shall be written on an occurrence basis with at least the following limits of liability:

10.2.1.1 Workers' Compensation- amount required by the laws of Iowa

10.2.1.2 Employers' Liability Insurance - \$500,000 or an amount required by Iowa law, whichever is greater.

10.2.1.3 Business Automobile Liability Insurance

a. \$1,000,000 Each Accident

10.2.1.4 Commercial General Liability Insurance

a. \$1,000,000 Each Occurrence b. \$2,000,000 General Aggregate c. \$1,000,000

Products/Completed Operations Aggregate d. \$1,000,000 Personal and Advertising Injury Limit

10.2.2 The Trade Contractor Must also carry and maintain Excess or Umbrella Liability coverage for the policies in subsection 10.2.1 in the amounts as listed below:

Trade Contractor Contract Amount: <\$1,000,000 - \$2 Million Umbrella or more \$1,000,000 - \$5,000,000 - \$5 Million Umbrella or more >\$5,000,000 - \$10 Million Umbrella or more

10.2.3 The Trade Contractor shall maintain in effect all insurance coverage required under subsection 10.2.1 with insurance companies lawfully authorized to do business in Iowa. Such insurance companies shall have a minimum A.M. Best Rating of A-VI (Consult instructions and insurance advisor). If the Trade Contractor fails to obtain or maintain any insurance coverage required under this Agreement, the Owner may purchase such coverage and charge the expense to the Trade Contractor, or terminate this Agreement.

10.2.4 To the extent commercially available, the policies of insurance required under Subparagraph 10.2.1 shall contain a provision that the insurance company or its designee must give the Owner written notice transmitted in paper or electronic format: (a) 30 days before coverage is nonrenewed by the insurance company and (b) with 10 business days after cancelation of coverage by the insurance company. The Trade Contractor shall maintain completed operations liability insurance for one year after acceptance of the Contract Documents, whichever is longer. Prior to commencement of services, the Trade Contractor shall furnish the Owner with certificates evidencing the required coverages. In addition, if any insurance policy required under subsection 10.2.1 is not to be immediately replaced without a lapse in coverage when it expires, exhausts its limits, or is to be, cancelled, the Trade Contractor shall give Owner prompt written notice upon actual or constructive knowledge of such condition.

10.2.5 ADDITIONAL LIABILITY COVERAGE

10.2.5.1 The Owner ☒ shall / ☐ shall not (indicate one) require the Trade Contractor to purchase and maintain liability coverage, primary to the Owner's coverage under subsection 10.3.1.

10.2.5.2 If required by subsection 10.2.5.1, the additional liability coverage required of the Trade Contractor shall be:

1. Additional Insured Owner shall be named as an additional insured on Trade Contractor's Commercial General Liability Insurance specified for operations and completed operations,



but only with respect to liability for bodily injury, property damage or personal and advertising injury to the extent caused by the negligent acts or omissions of Trade Contractor, or those acting on Trade Contractor's behalf, in the performance of Trade Contractor's Work for.

2. OCP Trade Contractor shall provide an Owners' and Contractors' Protective Liability Insurance ("OCP") policy with limits equal to the limits on Commercial General Liability Insurance specified or limits as otherwise required by Owner.

Any documented additional cost in the form of a surcharge associated with procuring the additional liability coverage in accordance with this subsection shall be paid by the Owner directly or the costs may be reimbursed by the Owner to the Trade Contractor by increasing the Trade Contract Price to correspond to the actual cost required to purchase and maintain the additional liability coverage. Prior to commencement of the Work, the Trade Contractor shall obtain and furnish to the Owner a certificate evidencing that the additional liability coverages have been procured.

10.2.6 PROFESSIONAL LIABILITY INSURANCE To the extent the Trade Contractor is required to procure design services under this Agreement, in accordance with section 3.14, the Trade Contractor shall require the designers to obtain professional liability insurance for claims arising from the negligent performance of professional services under this Agreement, with a company reasonably satisfactory to the Owner, including coverage for all professional liability caused by any of the Designer's(s') consultants, written for not less than \$1,000,000 per claim and in the aggregate with the deductible not to exceed \$2,000,000. The deductible shall be paid by the Designer.

10.3 OWNER'S INSURANCE

10.3.1 Deleted.

10.3.2 Deleted.

10.4 PROPERTY INSURANCE

10.4.1 Before the start of Trade Contract Work, the Owner shall obtain and maintain Builder's Risk Policy insurance with minimum coverage limits equal to the full cost of replacement of the Project at the time of loss. This insurance shall also name the Trade Contractor, Subcontractors, Material Suppliers, Construction Manager and Design Professional as insureds. This insurance shall be written as a Builder's Risk Policy or equivalent form to cover all risks of physical loss except those specifically excluded by the policy, and shall insure at least against the perils of fire, lightning, explosion, windstorm, hail, smoke, aircraft and vehicles, riot and civil commotion, theft, vandalism, malicious mischief, debris removal, flood (subject to sublimits), earthquake (subject to sublimits), earth movement, water damage, wind damage, testing if applicable, collapse however caused, and shall include coverage for, material, or equipment stored offsite, onsite or in transit. This policy shall provide for a waiver of subrogation in favor of the Trade Contractor, Subcontractors, Material Suppliers, Construction Manager and Design Professional. This insurance shall remain in effect until the Substantial Completion of the Work, final payment has been made or until no person or entity other than the Owner has an insurable interest in the property to be covered by this insurance, whichever is sooner. Partial occupancy or use of the Work shall not commence until the Owner has secured the consent of the insurance company or companies providing the coverage required in this Subparagraph 10.4.1.

10.4.2 If the Owner does not intend to purchase the property insurance required by this Agreement, including all of the coverages and deductibles described herein, the Owner shall give written notice to the Trade Contractor, the Design Professional and the Construction Manager before the Trade Contract



Work is commenced. The Trade Contractor may then provide insurance to protect its interests and the interests of the Subcontractors, including the coverage of deductibles. The cost of this insurance shall be charged to the Owner in a Change Order. The Owner shall be responsible for all of Trade Contractor's costs reasonably attributed to the Owner's failure or neglect in purchasing or maintaining the coverage described above.

10.4.2.1 The Owner will not obtain insurance to cover the risk of physical loss resulting from Terrorism. The Construction Manager is not required to purchase this type of insurance but may purchase this type of insurance if it chooses. If purchased, the cost of this insurance shall be borne by the Construction manager.

10.4.3 POLICIES The Owner shall provide the Trade Contractor with a copy of all policies including all endorsements upon request.

10.5 PROPERTY INSURANCE LOSS ADJUSTMENT

10.5.1 LOSS ADJUSTMENT Any insured loss shall be adjusted with the Owner and the Trade Contractor and made payable to the Owner as trustee for the insureds, as their interests may appear.

10.5.2 DISTRIBUTION OF PROCEEDS Following the occurrence of an insured loss, monies received will be deposited in a separate account and the trustee shall make distribution in accordance with the agreement of the Parties in interest.

10.6 WAIVERS

10.6.1 PROPERTY DAMAGE The Owner and Trade Contractor waive all claims and other rights they may have against each other for loss of or damage to (a) the Project, (b) all materials, machinery, equipment and other items used in accomplishing the Trade Contract Work or services or to be incorporated into the Project, while the same are in transit, at the Project Site, during erection and otherwise, and (c) all property owned by or in the custody of Owner and its affiliates, however such loss or damage shall occur, to the extent such damage is covered by property insurance. The proceeds of such insurance shall be held by the Owner as trustee.

10.6.2 WAIVER OF SUBROGATION The Owner shall have its insurers waive all rights of subrogation they may have against the Construction Manager, Design Professional, Trade Contractors, and their Subcontractors and Material Suppliers on all policies carried by the Owner on the Project and adjacent properties, including, after final payment, those policies to be provided on the completed Project not intended to insure the Project during construction.

10.6.3 ENDORSEMENT If the policies of insurance referred to in this section require an endorsement to provide for continued coverage where there is a waiver of subrogation, the Owner will cause them to be so endorsed.

10.7 RISK OF LOSS Except to the extent a loss is covered by property insurance carried by the owner, risk of loss or damage to the Work shall be upon the Trade Contractor until the Date of Final Completion, unless otherwise agreed to by the Parties.

10.8 BONDS Performance and Payment Bonds

☒ are

☐ are not

required of the Trade Contractor that meet the requirements of Iowa Code Chapter 573. A deposit in lieu of a



bond may be acceptable if it meets the requirements of Iowa Code Section 573.4. Such bonds shall be issued by a surety admitted in the State in which the Project is located and must be acceptable to the Owner. The Owner's acceptance shall not be withheld without reasonable cause. The penal sum of the Payment Bond and of the Performance Bond shall each be one hundred percent (100%) of the original Contract Price. Any increase in the Contract Price that exceeds ten percent (10%) in the aggregate shall require a rider to the Bonds increasing penal sums accordingly. Up to such ten percent (10%) amount, the penal sum of the Bond shall remain equal to one hundred percent (100%) of the Contract Price. The Trade Contractor shall endeavor to keep its surety advised of changes potentially impacting the Contract Time and Contract Price, though the Trade Contractor shall require that its surety waives any requirement to be notified of any alteration or extension of time. The Trade Contractor's Payment Bond for the Project, if any, shall be made available by the Owner for review and copying by the Subcontractor. Iowa Code Chapter 573 shall control and take precedence over any conflicting term or condition in this Agreement

ARTICLE 11 SUSPENSION, NOTICE TO CURE AND TERMINATION OF AGREEMENT

11.1 SUSPENSION BY OWNER FOR CONVENIENCE

11.1.1 OWNER SUSPENSION Should the Owner order the Trade Contractor in writing to suspend, delay, or interrupt the performance of the Trade Contract Work for such period of time as may be determined to be appropriate for the convenience of the Owner and not due to any act or omission of the Trade Contractor or any person or entity for whose acts or omissions the Trade Contractor may be liable, then the Trade Contractor shall immediately suspend, delay or interrupt that portion of the Trade Contract Work as ordered by the Owner. The Trade Contract Price and the Trade Contract Time shall be equitably adjusted by Trade Contract Change Order for the cost and delay resulting from any such suspension.

11.1.2 Any action taken by the Owner that is permitted by any other provision of the Trade Contract Documents and that results in a suspension of part or all of the Trade Contract Work does not constitute a suspension of Trade Contract Work under this section.

11.2 NOTICE TO CURE A DEFAULT If the Trade Contractor persistently refuses or fails to supply enough properly skilled workers, proper materials, or equipment to maintain the approved Construction Schedule in accordance with ARTICLE 6, or fails to make prompt payment to its workers, Subcontractors or Material Suppliers; disregards laws, ordinances, rules, regulations or orders of any public authority having jurisdiction; or is otherwise guilty of a material breach of a provision of this Agreement, the Trade Contractor may be deemed in default. If the Trade Contractor fails within seven (7) business Days after receipt of written notification to commence and continue satisfactory correction of such default with diligence and promptness, then the Owner shall give the Trade Contractor a second notice to correct the default within a three (3) Day period. If the Trade Contractor fails to promptly commence and continue satisfactory correction of the default following receipt of such second notice, the Owner without prejudice to any other rights or remedies may:

11.2.1 supply workers and materials, equipment and other facilities as the Owner or Construction Manager deems necessary for the satisfactory correction of the default, and charge the cost to the Trade Contractor, who shall be liable for the payment of same including reasonable Overhead, profit and attorneys' fees;

11.2.2 contract with Others to perform such part of the Trade Contract Work as the Owner or Construction Manager determines shall provide the most expeditious correction of the default, and charge the cost to the Trade Contractor;

11.2.3 withhold payment due the Trade Contractor in accordance with section 9.3; and

11.2.4 in the event of an emergency affecting the safety of persons or property, immediately commence



and continue satisfactory correction of such default as provided in subsections 11.2.1 and 11.2.2 without first giving written notice to the Trade Contractor, but shall give prompt written notice of such action to the Trade Contractor following commencement of the action.

11.3 OWNER'S RIGHT TO TERMINATE FOR DEFAULT

11.3.1 **TERMINATION BY OWNER FOR DEFAULT** If, within seven (7) Days of receipt of a notice to cure pursuant to section 11.2, the Trade Contractor fails to commence and satisfactorily continue correction of the default set forth in the notice to cure, the Owner may notify the Trade Contractor that it intends to terminate this Agreement for default absent appropriate corrective action within fourteen additional Days. After the expiration of the additional fourteen (14) Day period, the Owner may terminate this Agreement by written notice absent appropriate corrective action. Termination for default is in addition to any other remedies available to Owner under section 11.2. If the Owner's cost arising out of the Trade Contractor's failure to cure, including the cost of completing the Trade Contract Work and reasonable attorneys' fees, exceeds the unpaid Trade Contract Price, the Trade Contractor shall be liable to the Owner for such excess costs. If the Owner's costs are less than the unpaid Trade Contract Price, the Owner shall pay the difference to the Trade Contractor. In the event the Owner exercises its rights under this section, upon the request of the Trade Contractor the Owner shall furnish to the Trade Contractor a detailed accounting of the cost incurred by the Owner.

11.3.2 **USE OF TRADE CONTRACTOR'S MATERIALS, SUPPLIES AND EQUIPMENT** If the Owner or Others perform work under this section, the Owner shall have the right to take and use any materials, supplies and equipment belonging to the Trade Contractor and located at the Worksite for the purpose of completing any remaining Trade Contract Work. Immediately upon completion of the Work, any remaining materials, supplies or equipment not consumed or incorporated in the Trade Contract Work shall be returned to the Trade Contractor in substantially the same condition as when they were taken, reasonable wear and tear excepted.

11.3.3 If the Trade Contractor files a petition under the Bankruptcy Code, this Agreement may be terminated for cause at the may be terminated for cause at the Owner.

11.3.3 If the Trade Contractor files a petition under the Bankruptcy Code, this Agreement may be terminated for cause at the may be terminated for cause at the Owner.

11.3.4 The Owner shall make reasonable efforts to mitigate damages arising from Trade Contractor default, and shall promptly invoice the Trade Contractor for all amounts due pursuant to sections 11.2 and 11.3.

11.4 TERMINATION BY OWNER FOR CONVENIENCE

11.4.1 Upon written notice to the Trade Contractor, the Owner may, without cause, terminate this Agreement. The Trade Contractor shall immediately stop the Work, follow the Owner's or Construction Manager's instructions regarding shutdown and termination procedures, and strive to minimize any further costs.

11.4.2 If the Owner terminates this Agreement pursuant to this section, the Trade Contractor shall be paid:

11.4.2.1 for the Work performed to date including Overhead and profit; and

11.4.2.2 for all demobilization costs and costs incurred as a result of the termination but not including Overhead or profit on work not performed;

11.4.2A Upon written notice to the Trade Contractor the Owner has the right to terminate this



Agreement without penalty as a result of the following: 1) the legislature or governor fail to appropriate funds sufficient to allow the Owner to operate as required and fulfill its obligations under this Agreement, 2) funds are de-appropriated or not allocated, 3) the Owner's authorization to operate is withdrawn or there is a material alteration in the programs administered by the owner, or 4) the Owner's duties are substantially modified. If such a termination results then the Trade Contractor shall be paid in the manner set forth in subparagraph 11.4.2. If, however, an appropriation to cover the cost of this Agreement becomes available within sixty (60) days subsequent to termination under this paragraph then the Owner agrees to re-enter into a modified version of this Agreement that accounts for the termination and reinstatement.

11.4.3 If the Owner terminates this Agreement pursuant to sections 11.3 or 11.4, the Trade Contractor shall:

11.4.3 If the Owner terminates this Agreement pursuant to sections 11.3 or 11.4, the Trade Contractor shall:

11.4.3.1 execute and deliver to the Owner all papers and take all action required to assign, transfer and vest in the Owner the rights of the Trade Contractor to all materials, supplies and equipment for which payment has or will be made in accordance with the Trade Contract Documents and all subcontracts, orders and commitments which have been made in accordance with the Trade Contract Documents;

11.4.3.2 exert reasonable effort to reduce to a minimum the Owner's liability for subcontracts, orders and commitments that have not been fulfilled at the time of the termination;

11.4.3.3 cancel any subcontracts, orders and commitments as the Owner or Construction Manager directs; and

11.4.3.4 sell at prices approved by the Owner or Construction Manager any materials, supplies and equipment as the Owner or Construction Manager directs, with all proceeds paid or credited to the Owner.

11.5 TRADE CONTRACTOR'S RIGHT TO TERMINATE

11.5.1 Upon seven (7) Days' written notice to the Owner and Construction Manager, the Trade Contractor may terminate this Agreement if the Trade Contract Work has been stopped for a thirty (30) Day period through no fault of the Trade Contractor for any of the following reasons:

11.5.1.1 under court order or order of other governmental authorities having jurisdiction;

11.5.1.2 as a result of the declaration of a national emergency or other governmental act during which, through no act or fault of the Trade Contractor, materials are not available; or

11.5.1.3 suspension by the Owner for convenience pursuant to section 11.1

11.5.2 In addition, upon seven (7) Days' written notice to the Owner and Construction Manager, the Trade Contractor may terminate the Agreement if the Owner:

11.5.2.1 fails to furnish reasonable evidence pursuant to section 4.1.2 that sufficient funds are available and committed for Project financing, or

11.5.2.2 assigns this Agreement over the Trade Contractor's reasonable objection, or

11.5.2.3 fails to pay the Trade Contractor in accordance with this Agreement and the Trade Contractor has complied with the notice provisions of section 9.5, or



11.5.2.4 otherwise materially breaches this Agreement.

11.5.3 Upon termination by the Trade Contractor in accordance with this section, the Trade Contractor shall be entitled to recover from the Owner payment for all Trade Contract Work executed and for any proven loss, cost or expense in connection with the Trade Contract Work, including all demobilization costs plus reasonable Overhead and profit on work not performed.

11.6 OBLIGATIONS ARISING BEFORE TERMINATION Even after termination pursuant to ARTICLE 11, the provisions of this Agreement still apply to any Trade Contract Work performed, payments made, events occurring, costs charged or incurred or obligations arising before the termination date.

ARTICLE 12 DISPUTE MITIGATION AND RESOLUTION

12.1 WORK CONTINUANCE AND PAYMENT Unless otherwise agreed in writing, the Trade Contractor shall continue the Trade Contract Work and maintain the Construction Schedule during any dispute mitigation or resolution proceedings. If the Trade Contractor continues to perform, the Owner shall continue to make payments in accordance with this Agreement.

12.2 DIRECT DISCUSSIONS If the Parties cannot reach resolution on a matter relating to or arising out of the Agreement, the Parties shall endeavor to reach resolution through good faith direct discussions between the Parties' representatives, who shall possess the necessary authority to resolve such matter and who shall record the date of first discussions. The authorized representative for the Trade Contractor is identified in Paragraph 3.4 of the Agreement. The authorized representative for the Owner is identified in Paragraph 4.2 of the Agreement. The parties' authorized representative are, among other things, authorized to resolve matters of disagreement and disputes between the Parties. If the dispute remains unresolved after fifteen (15) Days from the date of first discussion, the Parties shall submit such matter to the dispute mitigation and dispute resolution procedures selected herein.

12.3 MITIGATION The Parties agree that dispute mitigation procedures provided in this Project. Disputes remaining unresolved after direct discussions shall be directed to the selected mitigation procedure immediately below. The dispute mitigation procedure shall result in nonbinding finding on the matter. This may be introduced as evidence at a subsequent binding adjudication of the matter, as designee on Paragraph 12.5. The Parties agree that the dispute mitigation procedure shall be

(Designate only one.)

☒ Project Neutral

☐ Dispute Review Board

12.3.1 MITIGATION PROCEDURES The Project Neutral/Dispute Review Board shall be mutually selected and appointed by the Parties and shall execute a retainer agreement with the Parties establishing the scope of the Project Neutral/Dispute Review Board's responsibilities. The costs and expenses of the Project Neutral/Dispute Review Board shall be shared equally by the Parties. The Project Neutral/Dispute Review Board shall be available to either Party, upon request, throughout the course of the Project, and shall make regular visits to the Project so as to maintain an up-to-date understanding of the Project progress and issues and to enable the Project Neutral/Dispute Review Board to address matters in dispute between the Parties promptly and knowledgeably. The Project Neutral/Dispute Review Board shall issue nonbinding findings within five (5) business Days of referral of the matter to the Project Neutral, unless good cause is shown.

12.3.2 If the matter remains unresolved following the issuance of the nonbinding finding by the mitigation procedure or if the Project Neutral/Dispute Review Board fails to issue nonbinding findings



within five (5) Days of the referral, the Parties shall submit the matter to the binding dispute resolution procedure designated in section 12.5.

12.4 MEDIATION If direct discussions pursuant to section 12.2 do not result in resolution of the matter and no dispute mitigation procedure is selected under section 12.3, the Parties shall endeavor to resolve the matter by mediation through the current Construction Industry Mediation Rules of the American Arbitration Association, or the Parties may mutually agree to select another set of mediation rules. The administration of the mediation shall be as mutually agreed by the Parties. The mediation shall be convened within thirty (30) business Days of the matter first being discussed and shall conclude within forty-five (45) business Days of the matter first being discussed. Either Party may terminate the mediation at any time after the first session, but the decision to terminate shall be delivered in person by the terminating Party to the non-terminating Party and to the mediator. The costs of the mediation shall be shared equally by the Parties.

12.5 BINDING DISPUTE RESOLUTION If the matter is unresolved after submission of the matter to a mitigation procedure or to mediation, the Parties shall submit the matter to the binding dispute resolution procedure designated herein.

(Designate only one.)

☐ Arbitration using the current Construction Industry Arbitration Rules of the American Arbitration Association

☒ Litigation in either the state or federal court having jurisdiction of the matter in the location of the Project.

12.5.1 The costs of any binding dispute resolution procedures shall be borne by the non-prevailing Party, as determined by the adjudicator of the dispute. However, the costs of binding dispute resolution does not include attorney fees. The Parties are each responsible for paying for their own attorney fees.

12.5.2 VENUE The venue of any binding dispute resolution procedure shall be Des Moines, Iowa.

12.6 MULTIPARTY PROCEEDING All parties necessary to resolve a claim shall be parties to the same dispute resolution proceeding. Appropriate provisions shall be included in all other contracts relating to the Work to provide for the joinder or consolidation of such dispute resolution procedures.

12.7 LIEN RIGHTS The Trade Contractor acknowledges that it has no mechanic's lien rights on this Project because it is a public improvement project.

ARTICLE 13 MISCELLANEOUS PROVISIONS

13.1 ASSIGNMENT Neither the Owner nor the Trade Contractor shall assign their interest in this Agreement without the written consent of the other except as to the assignment of proceeds. The terms and conditions of this Agreement shall be binding upon both Parties, their partners, successors, assigns and legal representatives. Neither Party to this Agreement shall assign the Agreement as a whole without written consent of the other. If either Party attempts to make such an assignment, that Party shall nevertheless remain legally responsible for all obligations under this Agreement, unless otherwise agreed by the other Party.

13.2 GOVERNING LAW This Agreement and all disputes arising there from shall be governed by the Iowa law.

13.3 SEVERABILITY The partial or complete invalidity of any one or more provisions of this Agreement shall not affect the validity or continuing force and effect of any other provision.



13.4 NO WAIVER OF PERFORMANCE The failure of either Party to insist, in any one or more instances, on the performance of any of the terms, covenants or conditions of this Agreement, or to exercise any of its rights, shall not be construed as a waiver or relinquishment of such term, covenant, condition or right with respect to further performance or any other term, covenant, condition or right.

13.5 TITLES AND GROUPINGS The titles given to the articles of this Agreement are for ease of reference only and shall not be relied upon or cited for any other purpose. The grouping of the articles in this Agreement and of the Owner's specifications under the various headings is solely for the purpose of convenient organization and in no event shall the grouping of provisions, the use of sections or the use of headings be construed to limit or alter the meaning of any provisions.

13.6 ASSISTANCE OF COUNSEL AND INTERPRETATION The Parties agree that they had the opportunity to obtain the assistance of counsel in reviewing the Agreement terms prior to execution. This Agreement shall be construed neither against nor in favor of either Party, but shall be construed in a neutral manner.

13.7 RIGHTS AND REMEDIES The Parties' rights, liabilities, responsibilities and remedies with respect to this Agreement, whether in contract, tort, negligence or otherwise, shall be exclusively those expressly set forth in this Agreement.

13.8 ADDITIONAL PROVISIONS (Insert here other provisions, if any, that pertain to this Agreement See Below.)

13.9 COMPLIANCE WITH LAW AND REGULATIONS The Trade Contractor shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations and orders when performing services and/or performing work under this Agreement, including without limitation, all laws applicable to the prevention of discrimination in employment and the use of targeted small businesses as subcontractors or suppliers. The Trade Contractor declares that it has complied with all federal, state and local laws regarding business permits and licenses that may be required to provide the services and work required by this Agreement. The Trade Contractor further acknowledges that if this Project is a recipient of Federal financial assistance that it may be subject to requirements of Federal Acts and Executive Orders as mandated by Federal agencies having authority and jurisdiction to enforce and ensure compliance with such laws and regulations including, but not necessarily limited to, the Davis Bacon Act and other Federal Acts and Executive Orders.

13.10 EMPLOYMENT PRACTICES: It is the intent of the Iowa Department of Administrative Services to assure equal employment opportunity in all contract work as required by law. Vendors, are required to take affirmative action to ensure that applicants employed or seeking employment with them are treated equally as required by law. Vendors shall not illegally discriminate against any employee. During the course of the Project, the Vendor may be required to show compliance with the EEO and Affirmative Action requirements. Noncompliance with the provisions set forth at the time of contract award may result in termination or suspension of the Agreement in whole or in part. All vendors and service providers working under the terms of this Agreement are prohibited from engaging in discriminatory employment practices forbidden by Iowa law. Vendors shall complete and submit the Nondiscrimination Clause form for the Owner's approval.

13.11 RECIPROCAL BIDDER PREFERENCE In accordance with Iowa Code Section 73A.21, as amended in 2011 by HF 648, if the Trade Contractor is not a resident bidder of Iowa, as defined by law, then the Trade Contractor must specifically identify in writing with its bid any and all preferences or preferential treatment (including preferences related to labor) enforced by the state or foreign country in which the Trade Contractor is a resident. If the low bid Trade Contractor is not a resident bidder of Iowa and the Trade Contractor's foreign State of residence enforces such a preference then the Owner shall reciprocally enforce the preference in favor of a resident bidder of Iowa. Failure on the part of the Trade Contractor to completely and accurately abide by this legal requirement may, among other things, result in civil penalties and void this Agreement. The Trade Contractor should contact its attorney regarding this legal requirement if the Trade



Contractor has questions regarding its meaning or application.

13.12 LABOR RELATIONS The Trade Contractor shall comply with all Iowa and Federal labor laws. In accordance with Executive Order Number 69, issued by the Governor of Iowa on or about January 14, 2011, no project labor agreement (also known as a PLA), or similar, will be used on this Project. Iowa is a right to work state. No consultant, contractor, or employee shall be obligated to contract with or join any labor organization as a condition of performing work on this Project.

ARTICLE 14 TRADE CONTRACT DOCUMENTS

14.1 The Trade Contract Documents in existence at the time of execution of this Agreement are as follows:
RFBXXXXXXXXX Bid Package X

14.2 INTERPRETATION OF TRADE CONTRACT DOCUMENTS

14.2.1 The drawings and specifications are complementary. If Trade Contract Work is shown only on one but not on the other, the Trade Contractor shall perform the Trade Contract Work as though fully described on both consistent with the Trade Contract Documents and reasonably inferable from them as being necessary to produce the indicated results.

14.2.2 In case of conflicts between the drawings and specifications, the specifications shall govern. In any case of omissions or errors in figures, drawings or specifications, the Trade Contractor shall immediately submit the matter to the Owner for clarification. The Owner's clarifications are final and binding on all Parties, subject to an equitable adjustment in Trade Contract Time or Price pursuant to ARTICLE 6 and ARTICLE 7 or dispute resolution in accordance with ARTICLE 12.

14.2.3 Where figures are given, they shall be preferred to scaled dimensions.

14.2.4 Any terms that have well-known technical or trade meanings, unless otherwise specifically defined in this Agreement, shall be interpreted in accordance with their well-known meanings. This Agreement entered into as of the date entered in ARTICLE 1.

14.2.5 PRECEDENCE In case of any inconsistency, conflict or ambiguity among the Trade Contract Documents, the documents shall govern in the following order: (a) Trade Contract Change Orders and written amendments to this Agreement; (b) this Agreement; (c) subject to subsection 14.2.2 the drawings, specifications and addenda issued prior to the execution of this Agreement; (d) approved submittals; (e) information furnished by the Owner pursuant to subsection 4.1.3; (f) other documents listed in this Agreement. Among all the Trade Contract Documents, the term or provision that is most specific or includes the latest date shall control. Information identified in one Trade Contract Document and not identified in another shall not be considered to be a conflict or inconsistency.

This Agreement entered into as of the date entered in ARTICLE 1.

OWNER State of Iowa, Department of Administrative Services



Trade Contractor: *Contractor Name*

By: _____

(Authorized Representative)

Name:

Title:

Date:

Owner: State of Iowa - DAS

By: _____

(Authorized Representative)

Name:

Title:

Date:

END OF DOCUMENT.



SECTION 00 6000

PERFORMANCE AND PAYMENT BOND

PART 1 - GENERAL

1.01 PERFORMANCE AND PAYMENT BOND

- A. Performance and payment bonds to be used on this project, ConsensusDocs 260 and 261 are attached for reference following this page. ConsensusDocs performance and payment bonds are not required (other standard forms are acceptable to the State of Iowa).

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION



CONSENSUSDOCS 260 **PERFORMANCE BOND**

This document was developed through a collaborative effort of organizations representing a wide cross-section of the design and construction industry. The organizations endorsing this document believe it represents a fair allocation of risk and responsibilities for all project participants.

Endorsing organizations recognize that this document must be reviewed and adapted to meet specific needs and applicable laws. This document has important legal and insurance consequences. You are encouraged to consult legal, insurance and surety advisors before completing or modifying this document. The software includes a notes section indicating where information is to be inserted to complete this document. Further information and endorsing organizations' perspectives are available at www.consensusdocs.org/guidebook.

For Use with ConsensusDOCS 200, Standard Form of Agreement and General Conditions Between Owner and Constructor (Where the Contract Price is a Lump Sum) and ConsensusDOCS 500, Standard Agreement and General Conditions Between Owner and Construction Manager.

The Owner, _____, (the "Owner") and the Constructor, _____, (the "Constructor") have entered into a Contract (the "Contract") dated _____ for _____ (the "Project"). The Contract is incorporated by reference into this Performance Bond (the "Bond").

By virtue of this Bond, the Constructor as Principal and _____ as Surety ("Surety"), are bound to the Owner as Obligee in the maximum amount of _____ Dollars (\$ _____) (the "Bond Sum"). The Constructor and Surety hereby bind themselves, their heirs, executors,

IMPORTANT: A vertical line in the margin indicates a change has been made to the original text. Prior to signing, recipients may wish to request from the party producing the document a "redlined" version indicating changes to the original text. Consultation with legal and insurance counsel and careful review of the entire document are strongly encouraged.

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administrators, successors and assigns, jointly and severally, as provided herein.

1. **GENERAL CONDITIONS** It is the condition of this Bond that if the Constructor performs its Contract obligations (the "Work"), the Surety's obligations under this Bond are null and void. Otherwise the Surety's obligations shall remain in full force and effect. The Surety waives any requirement to be notified of alterations or extensions of time made by the Owner in the Contract. The Owner may not invoke the provisions of this Bond unless the Owner has performed its obligations pursuant to the Contract. Upon making demand on this Bond, the Owner shall make the Contract Balance (the total amount payable by the Owner to the Constructor pursuant to the Contract less amounts properly paid by the Owner to the Constructor) available to the Surety for completion of the Work.

2. **SURETY OBLIGATIONS** If the Constructor is in default pursuant to the Contract and the Owner has declared the Constructor in default, the Surety promptly may remedy the default or shall

a. Complete the Work, with the consent of the Owner, through the Constructor or otherwise,

b. Arrange for the completion of the Work by a Constructor acceptable to the Owner and secured by performance and payment bonds equivalent to those for the Contract issued by a qualified surety. The Surety shall make available as the Work progresses sufficient funds to pay the cost of completion of the Work less the Contract Balance up to the Bond Sum, or

c. Waive its right to complete the Work and reimburse the Owner the amount of its reasonable costs, not to exceed the Bond Sum, to complete the Work less the Contract Balance.

3. **DISPUTE RESOLUTION** All disputes pursuant to this Bond shall be instituted in any court of competent jurisdiction in the location in which the Project is located and shall be commenced within two years after default of the Constructor or Substantial Completion of the Work, whichever occurs first. If this provision is prohibited by law, the minimum period of limitation available to sureties in the jurisdiction shall be applicable.

This Bond is entered into as of _____.

SURETY _____ (seal)

By:

Print Name: _____

Print Title: _____

(Attach Power of Attorney)

Witness:

CONSTRUCTOR _____ (seal)

By:

Print Name: _____

Print Title: _____

Witness:

(Additional signatures, if any, appear on attached page)



CONSENSUSDOCS 261 PAYMENT BOND

This document was developed through a collaborative effort of organizations representing a wide cross-section of the design and construction industry. The organizations endorsing this document believe it represents a fair allocation of risk and responsibilities for all project participants.

Endorsing organizations recognize that this document must be reviewed and adapted to meet specific needs and applicable laws. This document has important legal and insurance consequences. You are encouraged to consult legal, insurance and surety advisors before completing or modifying this document. The software includes a notes section indicating where information is to be inserted to complete this document. Further information and endorsing organizations' perspectives are available at www.consensusdocs.org/guidebook.

For Use with ConsensusDOCS 200, Standard Form of Agreement and General Conditions Between Owner and Constructor (Where the Contract Price is a Lump Sum) and ConsensusDOCS 500, Standard Agreement and General Conditions Between Owner and Construction Manager,

The Owner, _____, (the "Owner")
and the Constructor, _____,
(the "Constructor") have entered into a Contract (the "Contract") dated _____ for
_____ (the "Project"). The Contract is
incorporated by reference into this Payment Bond (the "Bond").

By virtue of this Bond, the Constructor as Principal and _____ as
Surety ("Surety"), are bound to the Owner as Obligatee in the maximum amount of
_____ Dollars (\$ _____) (the
"Bond Sum"). The Constructor and Surety hereby bind themselves, their heirs, executors,

administrators, successors and assigns, jointly and severally, as provided herein.

1. **GENERAL CONDITIONS** It is the condition of this Bond that if the Constructor promptly makes payment of all sums for all labor, materials, and equipment furnished for use in the performance of the work required by the Contract, the Surety's obligations pursuant to this Bond are null and void. Otherwise the Surety's obligations shall remain in full force and effect. The Surety waives any requirement to be notified of alterations or extensions of time made by the Owner in the Contract.

2. **SURETY OBLIGATION** Every Claimant who has not been paid in full before the expiration of a period of ninety (90) Days after such Claimant provided or performed the last of the work or labor, or furnished the last of the materials for which said claim is made, may have a right of action on this Bond. The Surety's obligation to the Claimant(s) shall not exceed the Bond Sum.

3. **LIMITATION OF ACTION** No suit or action shall be commenced on this Bond by any Claimant

a. Unless Claimant, other than one having a direct Contract with the Constructor, shall have given written notice to the Constructor, the Owner and the Surety within ninety (90) Days after the Claimant provided or performed the last of the work or labor, or furnished the last of the materials for which the claim is made, stating with substantial accuracy the amount claimed and the name of the Party to whom the materials were furnished, or for whom the work or labor was provided or performed. Such notice shall be served by any means which provides written third party verification of delivery to the Constructor at any place it maintains an office or conducts business, or served in any manner in which legal process may be served in the state in which the Project is located.

b. After the expiration of one (1) year from the date on which the Claimant last performed labor or furnished materials or equipment on the Project. If this provision is prohibited by law, the minimum period of limitation available to sureties in the jurisdiction shall be applicable.

c. Other than in any court of competent jurisdiction in the location in which the Project is located.

4. **CLAIMANT** A Claimant is defined as an individual or entity having a direct contract with the Constructor or having a contract with a subcontractor having a direct contract with the Constructor to furnish labor, materials or equipment for use in the performance of the Contract.

This Bond is entered into as of _____.

SURETY _____ (seal)

By:

Print Name: _____

Print Title: _____

(Attach Power of Attorney)

Witness:

CONSTRUCTOR _____ (seal)

By:

Print Name: _____

Print Title: _____

Witness:

(Additional signatures, if any, appear on attached page)

IMPORTANT: A vertical line in the margin indicates a change has been made to the original text. Prior to signing, recipients may wish to request from the party producing the document a "redlined" version indicating changes to the original text. Consultation with legal and insurance counsel and careful review of the entire document are strongly encouraged.

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SECTION 01 1200

CONTRACT SUMMARY

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Project Information
- B. Project Summary
- C. Bid Scope Summary
- D. Work Hour Restrictions
- E. Access to Site
- F. Coordination with Occupants
- G. Rules for Construction Workers
- H. Bid Package Instructions
- I. Bid Alternates

1.02 PROJECT INFORMATION

- A. Facility Name/Location: 5th District Department of Corrections, 1000 Washington Ave, Des Moines, Iowa, 50314
- B. DAS Project #: 9481.00
- C. Owner: State of Iowa, Department of Administrative Services, Hoover State Office Building, Level 3, 1305 East Walnut Street, Des Moines, IA 50319
- D. Owner's Representative: Brandon Adams, Iowa Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319
- E. Construction Manager: Parker Badding, McGough Construction, 217 E 2nd Street, Suite 120, Des Moines, Iowa 50309

1.03 PROJECT SUMMARY

- A. The project includes interior renovations & upgrades to the building located at 150 Des Moines Street, Des Moines, Iowa.
- B. Target date to provide substantial completion is April 15, 2027.

1.04 BID SCOPE SUMMARY

- A. Scope Applicable to All Bid Packages:
 - 1. The Contractor's Work includes all labor, supervision, materials, equipment, services, supplies, tools, facilities, transportation, hoisting, storage, receiving, licenses, inspections, certifications, overhead, profit, or other items required or reasonably inferable to properly and timely perform and complete all work and services to be performed by the Contractor pursuant to this Agreement. Unless specifically stated otherwise, incidental work required to accomplish the work of this Bid Package shall be included the bid. This would include, but not be limited to, temporary facilities, protection of the work, security of equipment, materials, and work in progress, etc. Contractor's Work shall be performed in accordance with the Drawings, Specification Divisions 00 and 01, and Specification sections applicable to each Contractor's scope.
 - 2. Contractor is responsible for all labor and equipment to unload, account for all material delivered, stock, and delivery for this scope of work. Storage and delivery of materials and equipment at the Site shall be permitted only to the extent approved in advance by the Construction Manager, and if anything so stored obstructs the progress of any portion of the work, it shall be promptly removed or relocated by the Contractor without reimbursement.

3. On site supervision by Prime Contractor at all times work by that contractor or their subcontractors/suppliers is taking place.
4. Provide all temporary facilities required for this scope of work including trailer, trailer power, telephone, secured storage, temporary power for work, temporary and task lighting for work, etc. as determined necessary by Contractor. Coordinate location of trailers, material storage and utility lines with Construction Manager. Limited space is available, and permission to bring any such facility or excess materials on to the site shall be approved by the Construction Manager.
5. Contractor shall provide all equipment and tools for Contractor's own cleanup. Clean up shall be done at end of every shift or more frequently if required for the Contractor to perform their work, for other Contractors to perform their work, as required by the Owner's operations, and at the discretion of the Construction Manager.
6. All turf, landscaping, and subgrade disturbances caused by equipment traffic or other activities related to the Contractor's scope shall be repaired or restored to proper conditions by the Contractor.
7. Protect adjacent existing building elements from damage from Scope of work. Repair existing building elements damaged during Contractor's Scope of work.

1.05 WORK HOUR RESTRICTIONS

- A. Work hours are from 7:00 AM to 5:00 PM, Monday through Friday unless arrangements are made in advance.

1.06 CONTRACTOR USE OF SITE AND PREMISES

- A. Construction Operations: Limited to areas noted on Drawings.
- B. Provide access to and from site as required by law and Owner:
 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 2. Do not obstruct roadways, sidewalks, or other public ways without permission of Owner and permit if required.

1.07 OWNER OCCUPANCY

- A. Owner intends to occupy the building upon Substantial Completion.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the work to accommodate Owner occupancy.

1.08 RULES FOR CONSTRUCTION WORKERS

- A. The staff of the State of Iowa has a responsibility to protect the public by providing a secure environment. All work site rules must be followed to the letter, at all times.
- B. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- C. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
- D. You are permitted access only to the work site and no other area of the institution.
- E. No drugs, alcohol, or firearms are allowed on the work site.
- F. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
- G. Company and personal vehicles are to be parked and locked in designated or authorized area of the work.
- H. Secure all tools at the end of the day.
- I. Maintain control of all tools, supplies, and debris at all times during work.
- J. All delivery vehicles must go directly to the job site. Extra time should be anticipated for all deliveries.

1.09 BID PACKAGE INSTRUCTIONS

- A. **Bid Package #01** – General Construction: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. Includes Specifications:
 - a. Division 00 – Procurement and Contracting Requirements
 - b. Division 01 – General Requirements
 - c. Division 02 – Existing Conditions
 - 1) 02 4100 Demolition
 - d. Division 06 – Woods, Plastics, and Composites
 - 1) 06 1053 Miscellaneous Rough Carpentry
 - 2) 06 4100 Architectural Wood Casework
 - e. Division 08 – Openings
 - 1) 08 1213 Hollow Metal Frames
 - 2) 08 1416 Flush Wood Doors
 - 3) 08 5659 Service Teller Window Units
 - 4) 08 7100 Door Hardware
 - f. Division 09 – Finishes
 - 1) 09 2116 Gypsum Board Assemblies
 - 2) 09 3000 Tiling
 - 3) 09 5100 Acoustical Ceilings
 - 4) 09 6500 Resilient Flooring
 - 5) 09 6813 Tile Carpeting
 - 6) 09 9123 Interior Painting
 - g. Division 10 – Specialties
 - 1) 10 2800 Toilet, Bath, and Laundry Accessories
 2. 02 4100 – Demolition
 - a. Bid Package #1 shall perform all architectural selective demolition indicated on Architectural Drawings D101 and D102 and specified in Section 02 41 00.
 - b. Include removal, protection, salvage or reuse where indicated, containment, debris removal, and lawful disposal of architectural items, including partitions, drywall, ceilings, ceiling grid and tile, floor finishes, raised-floor components, casework, countertops, doors, frames, and other architectural items indicated for removal.
 - c. Include demolition and modification of existing architectural work reasonably required to accommodate the new work shown. Field verify existing conditions before beginning work.
 - d. Provide protection of adjacent construction to remain and patch architectural substrates and finishes affected by Bid Package #1 to match adjacent existing or scheduled new finishes.
 - e. Mechanical, plumbing, electrical, communications, security, and fire alarm demolition are excluded from this Bid Package and are assigned to the applicable MEP Bid Package. Coordinate architectural demolition with those trades.
 3. 06 1053 – Miscellaneous Rough Carpentry
 - a. Furnish and install fire-retardant-treated wood blocking, backing, nailers, and supplemental framing where required by the Drawings and Section 06 10 53.
 - b. Include blocking and backing for wall-mounted equipment, shelving, cabinets, plumbing fixtures, toilet accessories, wall-mounted door hardware, and similar items.
 - c. Provide 3/4-inch plywood blocking at TV locations on stud walls, extending 24 inches in each direction from the centerline of the TV, as indicated on Sheet A104.
 - d. Coordinate blocking and backing locations, elevations, and required dimensions with the Drawings and affected trades before installation.
 4. 06 4100 – Architectural Wood Casework
 - a. This bid package shall furnish and install all millwork, solid surface, and plastic laminate complete per contract documents.

- b. This bid package shall clean millwork surfaces, drawers, and shelves after installation is complete.
 - c. This bid package shall cut out any mechanical or electrical penetrations in the millwork as required by those bid packages.
 - 1) Coordinate the exact size and location with the appropriate trade.
 - d. This bid package shall install all cabinet locks per contract documents.
 - e. This bid package shall furnish and install all countertops per the Contract Documents.
 - 1) Include field verification before fabrication; coordinated openings and cutouts for plumbing, electrical, and other work; casework hardware; plastic-laminate countertops; solid-surface restroom countertops; backsplashes; and protection of installed casework through completion.
- 5. 08 1213 – Hollow Metal Frames
 - a. This bid package is to furnish and install all hollow metal doors and frames and associated door hardware complete as indicated in the contract documents.
 - 1) Include anchoring of door frames to studs.
 - 2) Include anchoring of door frames to concrete slab.
 - b. Scope to be coordinated and prepped to receive access control, power, automatic entry devices, alarms, and other control systems.
 - c. Power, electric strikes, and other low voltage wiring to be installed and connected by others.
 - d. All doors are to be clearly marked and delivered to location agreed upon by Construction Manager.
 - e. No wood doors will be staged in direct sunlight or unconditioned space.
 - f. Furnish and install Bondo at exposed fasteners.
 - 1) Repairs are to be sanded flush to follow metal frame prior to painting.
 - g. Furnish and install doors, hollow-metal frames, door hardware, and accessories identified in the Door and Frame Schedule and Specifications. Include frame preparation for electric strikes and other electrified hardware where indicated. Electrical connection, access control equipment, and access-control modifications are by others unless specifically assigned to this Bid Package.
- 6. 08 1416 – Flush Wood Doors
 - a. This bid package shall furnish and install wood doors and associated hardware complete per the Contract Documents.
 - b. Furnish and install 20-minute fire-rated wood doors as indicated on the Door and Frame Schedule on Sheet A601.
 - c. Provide complete listed and labeled fire-rated door assemblies, including doors, compatible frames, hardware preparations, labels, and accessories required for installation in the new 1-hour fire partition. Coordinate electrified hardware preparation with the Owner-installed access-control work.
- 7. 08 5659 – Service Teller Window Units
 - a. This bid package shall furnish and install the service teller window complete per the Contract Documents.
 - b. This bid package shall include all trim, anchorage, glazing, interfaces, and coordination with adjacent casework and wall construction.
- 8. 08 7100 – Door Hardware
 - a. This bid package is responsible for accepting and organizing materials to the designated material staging area which will be coordinated with the Construction Manager.
 - 1) All hardware materials must be inventoried and signed off by this bid package. Materials missing will be the responsibility of this bid package to replace.
 - b. This bid package shall attend (2) meetings to review door hardware and keying requirements with the Owner, Architect, and Construction Manager prior to fabrication of door frames release of door hardware.

- c. This bid package shall check and test each door that has a locking mechanism to ensure that it operates correctly prior to Construction Manager's punch list.
- 9. 09 2116 – Gypsum Board Assemblies
 - a. This bid package shall furnish and install complete per Contract Documents:
 - 1) Drywall Installation
 - 2) Taping & Finish
 - 3) Fire Rated Assemblies
 - b. Verifying all walls in new areas are scheduled either smooth or textured.
 - 1) Verify existing wall condition and match finish accordingly.
 - c. This bid package shall furnish and install all control and expansion joints on exposed interior surfaces of exterior walls and/or ceilings.
 - d. Provide metal-stud partitions, gypsum board, joint treatment, insulation, acoustical sealants, sound partitions, tile backing board, patching, and repairs indicated on the Drawings and specified in Section 09 21 16. Include sound-attenuation blankets at partitions designated "S," full-stud-thickness insulation where indicated, and backing/blocking required by Sheet A104.
 - e. Include substrate preparation, repairs, transitions, edge strips, base, and incidental materials required for complete finished installations. Coordinate floor elevation changes and provide ADA-compliant transition profiles as detailed on Sheet A105.
 - f. This bid package shall furnish and install all acoustic sealants at top and bottom of walls.
 - 1) Exclude penetrations, to be picked up by others.
 - 2) Include structural building components.
 - g. Interior Drywall shall be held 3/8" off the floor. Gap to be filled with acoustic sealant per Contract Documents.
 - h. Furnish and install Mold and Moisture drywall for wet areas.
 - i. Furnish and install Tile Backer Board or Cementous Board for locations scheduled to receive ceramic tile.
 - j. Scope includes the repair of drywall at existing walls scheduled to remain where backing is required for wall hung items, outlets, conduits, thermostats, etc. are required in existing walls.
 - 1) Including patching back channels in wall created for new electrical rough-ins, blocking, or other channels for other contractors to install their scope of work.
 - 2) For other existing walls to remain provide patching where wall hung items such as shelving, wire mold, etc. have been removed.
 - 3) In rooms and areas that call for no base finish, wall completely to floor. Include minor patch and repair after flooring is installed.
 - k. This bid package shall furnish and install all batt, sound, mineral wool insulation within metal framing scope of work per Contract Documents.
 - 1) Furnish and install materials to conform with wall assembly requirements per Contract Documents.
 - a) This includes thickness of insulation within wall cavities listed in the Contract Documents.
 - l. Provide the P01 wall assembly at all locations indicated on the Drawings, including the new north wall of the interview rooms. Construct the P01 wall as a 1-hour fire-rated, STC-49 partition in accordance with Sheet A104 and the Contract Documents.
 - m. Include all framing, gypsum board, Type X gypsum board where required, insulation, sealants, tracks, attachments, and incidental materials required for a complete 1-hour fire partition. Extend and terminate the rated partition as required by the Drawings and applicable listing.
- 10. 09 3000 – Tiling
 - a. This bid package shall furnish and install tiling complete per Contract Documents.
 - b. Furnish and install all ceramic tile, stone veneer, grout, layout, metal transitions, and anything else included to complete scope.

- c. This bid package shall verify and coordinate tile patterns with Construction Manager prior to commencement of work.
- 11. 09 5100 – Acoustical Ceilings
 - a. This bid package shall furnish and install Acoustical Ceilings system complete per Contract Documents.
 - b. This bid package will install ACT grid first & border tiles then allow utilities to be installed.
 - 1) Ceiling Tile installation to occur after utility finishes are installed and inspected. Construction Manager to coordinate.
- 12. 09 6500 – Resilient Flooring
 - a. This bid package shall furnish and install Resilient Flooring complete per the Contract Documents.
 - b. Include floor prep as required per the manufacturer's requirements.
 - c. This bid package shall provide temporary floor protection after the installation is completed.
- 13. 09 6813 – Tile Carpeting
 - a. This bid package shall furnish and install Tile Carpeting complete per the Contract Documents
 - 1) Furnish and install:
 - a) Base
 - b) Tile Carpeting
 - b. Include floor prep as required per the manufacturer's requirements.
- 14. 09 9123 – Interior Painting
 - a. This bid package shall furnish and install Interior Painting complete per Contract Documents.
 - b. Drywall surfaces will be required to be completed and ready for painting at the time prime paint is applied.
 - 1) This bid package acknowledges that repairs or imperfections are normal and customary and will be required after the prime paint has been applied prior to the application of the first coat of finish paint.
 - c. Furnish and install all caulking where painted surfaces abut one another or dissimilar materials abut painted or wall covered surfaces including all painted wood trim, prefinished wood trim, cabinets, door frames, countertops, control joints, joints around mechanical-electrical-plumbing trim where necessary, ceramic tile, or other hard surface materials.
 - d. Fill all nail & screw holes and caulk all woodwork to itself and adjacent surfaces as required to obtain desired finish.
 - e. Sand all surfaces between prime and finish coat applications for all paint applications.
 - 1) Sand finish coats, when necessary, between coats to remove trapped materials or other inconsistencies in the paint finish.
 - f. Protect all UL labels of all doors or frames to receive painted finish.
- 15. 10 2800 – Toilet, Bath, and Laundry Accessories
 - a. This bid package shall furnish and install all toilet, bath, and laundry accessories complete per the Contract Documents.
 - b. Include all accessories indicated on the restroom accessory key and ADA mounting-height detail on A401, including required anchors, backing coordination, and tamper-resistant fasteners.

B. **Bid Package #02 – Mechanical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:

- 1. Includes Specifications:
 - a. Division 00 – Procurement and Contracting Requirements
 - b. Division 01 – General Requirements
 - c. Division 22 – Plumbing
 - 1) 22 0500 Basic Plumbing Requirements

- 2) 22 0505 Plumbing Demolition for Remodeling
- 3) 22 0529 Plumbing Supports and Anchors
- 4) 22 0719 Plumbing Piping Insulation
- 5) 22 1000 Plumbing Piping
- 6) 22 1030 Plumbing Specialties
- 7) 22 4000 Plumbing Fixtures
- d. Division 23 – Heating, Ventilating, and Air-Conditioning (HVAC)
 - 1) 23 0500 Basic HVAC Requirements
 - 2) 23 0505 HVAC Demolition for Remodeling
 - 3) 23 0593 Testing, Adjusting, and Balancing
 - 4) 23 0713 Ductwork Insulation
 - 5) 23 3100 Ductwork
 - 6) 23 3300 Ductwork Accessories
 - 7) 23 3700 Air Inlets and Outlets
- 2. DIVISION 22 & DIVISION 23 DEMOLITION
 - a. Bid Package #2 is responsible for all plumbing and HVAC demolition shown on the Contract Documents and specified in Sections 22 05 05 and 23 05 05.
 - b. Include disconnection, removal, relocation, storage for reuse, extension, capping, temporary services, supports, hangers, and disposal of plumbing and HVAC work required to complete the Work.
 - c. Coordinate demolition sequence and required shutdowns with the Construction Manager and Owner. Maintain systems serving occupied areas until approved shutdown and changeover are complete.
 - d. Bid Package #2 is responsible for cutting and patching back penetrations to original finish as a result from its Work, as required by the electrical specifications.
 - 1) This Bid Package shall include the removal and replacement of concrete required for pipe demolition.
 - 2) This Bid Package shall include floor scans prior to any concrete cutting.
- 3. ALL DIVISION 22
 - a. Furnish and install all plumbing work indicated in the Contract Documents, including domestic water, sanitary waste and vent, storm piping, plumbing fixtures, plumbing specialties, valves, supports, insulation, testing, and connections required for complete and operational systems.
 - b. Coordinate plumbing rough-in locations, fixture locations, elevations, and final connections with architectural work, casework, toilet accessories, floor finishes, and other trades.
 - c. Maintain active plumbing systems serving occupied areas until approved shutdowns and changeovers are complete. Coordinate all shutdowns with the Owner and Construction Manager.
 - d. Include removal of water connections at fire-extinguisher cabinet locations identified for repurposing on the Architectural Demolition Drawings. Coordinate non-destructive removal with Bid Package #1, which will perform the cabinet modification and relabeling work.
 - e. Include all required cutting, scanning, coring, patching, supports, sleeves, and incidental work necessary for complete plumbing installation, as specified.
- 4. ALL DIVISION 23
 - a. Furnish and install all HVAC work indicated in the Contract Documents, including ductwork, ductwork accessories, air devices, insulation, supports, connections, testing, adjusting, balancing, and all work required for complete and operational systems.
 - b. Include demolition, disconnection, removal, relocation, extension, capping, temporary services, and disposal of existing HVAC work required for the new construction.
 - c. Maintain active HVAC systems serving occupied areas until approved shutdowns and changeovers are complete. Coordinate all shutdowns, sequencing, and temporary-service requirements with the Owner and Construction Manage.

- d. Coordinate ductwork, air devices, thermostats, access requirements, and final installation with ceilings, lighting, fire alarm, sound masking, architectural partitions, and other trades.
- e. Furnish and install FD-1 fire dampers at all duct penetrations through the new 1-hour fire partitions, as indicated on Sheet M211 and the Life Safety Damper Schedule on Sheet M400.
- f. Include fire dampers, sleeves, breakaway connections, access doors, labels, supports, duct modifications, coordination, and all incidental work required for a complete code-compliant installation in accordance with Section 23 33 00.
- g. Field verify final damper sizes based on completed installation drawings and coordinate damper locations with the new P01 fire partitions and other trades.
- h. Include testing, adjusting, and balancing of affected systems and air devices after completion of the Work, including the Base Bid diffuser reuse work and any accepted Add Alternate 01 work.

C. **Bid Package #03 – Electrical:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:

- 1. Includes Specifications:
 - a. Division 00 – Procurement and Contracting Requirements
 - b. Division 01 – General Requirements
 - c. Division 26 – Electrical
 - 1) 26 0500 Basic Electrical Requirements
 - 2) 26 0505 Electrical Demolition for Remodeling
 - 3) 26 0513 Wire and Cable
 - 4) 26 0526 Grounding and Bonding
 - 5) 26 0527 Supporting Devices
 - 6) 26 0533 Conduit and Boxes
 - 7) 26 0535 Surface Raceways
 - 8) 26 0553 Electrical Identifications
 - 9) 26 0933 Lighting Control Systems
 - 10) 26 2723 Indoor Service Poles
 - 11) 26 2726 Wiring Devices
 - 12) 26 5119 LED Lighting
 - d. Division 27 – Communications
 - 1) 27 0500 Basic Communications Systems Requirements
 - 2) 27 0528 Interior Communication Pathways
 - 3) 27 5119 Sound Masking System
 - e. Division 28 – Electronic Safety and Security
 - 1) 28 3100 Fire Alarm and Detection Systems
- 2. DIVISION 26, 27, & 28 DEMOLITION
 - a. Bid Package #3 is responsible for all electrical and fire alarm demolition shown on the Contract Documents, including associated raceways, wiring, devices, equipment, supports, and disposal.
 - b. Existing communications cabling, data outlets, security systems, access-control equipment, cameras, credential readers, electric strikes, and associated low-voltage work are excluded from this Bid Package and shall be performed by the Owner, unless specifically indicated otherwise.
 - c. Coordinate electrical and fire alarm demolition sequencing, required shutdowns, and protection of Owner-installed systems with the Construction Manager and Owner.
 - d. Bid Package #3 is responsible for cutting and patching back penetrations to original finish as a result from its Work, as required by the electrical specifications.
- 3. ALL DIVISION 26 – ELECTRICAL
 - a. Furnish and install branch circuitry, feeders, conduit, wiring, boxes, devices, and connections required for a complete and operational electrical system.

- b. Furnish and install new luminaires, lamps or LED components, emergency lighting, exit signage, lighting controls, occupancy sensors, dimming controls, and associated wiring and programming as indicated.
 - c. Provide electrical rough-in and final power connections for mechanical, plumbing, technology, communications, and other equipment where indicated or required by the Contract Documents.
 - d. Include all sleeves and penetrations required by Division 26 work, supports, seismic bracing where required, access panels, coordination, testing, labeling, and closeout documentation necessary for complete installation.
 - e. Coordinate shutdowns, removal, reconnection, and sequencing with the Owner, Construction Manager, and other Bid Package Contractors. Maintain active systems serving occupied areas until approved shutdown and changeover are complete.
4. ALL DIVISION 27 – COMMUNICATIONS
- a. Provide Division 27 pathways and rough-in expressly indicated for Bid Package #3, including conduits, sleeves, outlet boxes, plaster rings, pull strings, & cable supports.
 - b. Horizontal cabling, outlets, terminations, network equipment, wireless access points, monitors, security cabling, and associated low-voltage equipment are Owner-furnished and Owner-installed and are excluded from this Bid Package.
 - c. Provide line-voltage electrical power and other Division 26 work required to support Owner-installed communications and technology systems where indicated on the Contract Documents.
 - d. Coordinate all rough-in and support work with the Owner before installation.
 - e. The Owner-installed communications and low-voltage exclusions stated above do not apply to Add Alternate 02. If accepted, Bid Package #3 shall furnish and install the complete sound masking system in accordance with Section 27 51 19 and the Contract Documents.
5. ALL DIVISION 28 – ELECTRONIC SAFETY AND SECURITY
- a. Provide the fire alarm and detection system work indicated in Section 28 31 00 and on the Electrical Drawings, including demolition, modifications, devices, wiring, programming, testing, inspection, and certification.
 - b. Security, access control, credential readers, cameras, electric strikes, and associated low-voltage equipment are Owner-furnished and Owner-installed and are excluded from this Bid Package.
 - c. Provide electrical power, conduit, boxes, and fire alarm interfaces for Owner-installed security and access-control systems only where specifically indicated.
- D. **Add Alternate #01 – Replacement of Existing HVAC Diffusers & Flex Ductwork:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
- 1. Bid Package #2 – Mechanical shall provide the additive cost to remove and replace the existing air diffusers and associated flex ductwork identified as Alternate Bid Work on Drawings M111 and M211.
 - 2. Include removal and lawful disposal of existing diffusers and flex ductwork; preparation of existing ductwork for new connections; new diffusers, flex ductwork, fittings, supports, insulation, accessories, connections, and all incidental work required for a complete installation.
 - 3. Include testing, adjusting, and balancing of affected air devices and systems to achieve the airflow values indicated on the Drawings.
 - 4. Work identified as Base Bid on Drawings M111 and M211, including removal, storage, reuse, reinstallation, and rebalancing of existing diffusers where indicated, remains in the Base Bid and shall not be included in this Alternate.
 - 5. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 6. Execute accepted alternates under the same conditions as other work of the Contract.

- E. **Add Alternate #02 – Sound Masking System:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. Bid Package #3 – Electrical shall provide the additive cost to furnish, install, test, commission, program, and place into operation a complete sound masking system in accordance with Section 27 51 19 and Drawings T200, T201, T300, and T400.
 2. Include all speakers, head-end equipment, controls, racks or backboards, power supplies, cabling, pathways, outlet boxes, conduit, supports, grounding and bonding, line-voltage power, required fire alarm interface/shunt, programming, testing, training, closeout documentation, and incidental materials and labor required for a complete, operational system.
 3. Coordinate locations and installation with ceiling, mechanical, electrical, fire alarm, and architectural work.
 4. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 5. Execute accepted alternates under the same conditions as other work of the Contract.
- F. **Owner-Furnished & Owner-Installed Work:** The 5th District Department of Corrections alongside the State of Iowa Department of Administrative Services (DAS) will perform the following work items:
1. The Owner will furnish and install all horizontal communications cabling, data outlets and terminations, network switches, wireless access points, monitors, security systems, access-control equipment, credential readers, cameras, electric strikes, and associated low-voltage cabling.
 2. This work is excluded from Bid Package #3 except for electrical work specifically indicated or assigned in the Contract Documents, including line-voltage power, conduit, boxes, sleeves, pathways, grounding and bonding, fire alarm interfaces, and coordination required to support Owner-installed systems.
 3. Bid Package #3 shall coordinate locations, installation sequencing, access requirements, and final connections affecting Owner-installed work. Do not include costs for furnishing, installing, programming, testing, or warranting Owner-installed low-voltage, security, access-control, camera, data, or network equipment.
 4. Owner-furnished and Owner-installed work does not include the sound masking system included under Add Alternate 02.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 01 2500

SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Substitution Procedures
- B. Request for Substitution form

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 SUBSTITUTION PROCEDURES

- A. Where the Bidding Documents stipulate a specific product be provided by naming one or more manufacturer and model, a substitute product will be considered when written request is received by the date and time identified in Section 00 1113 NOTICE TO BIDDERS. Substitution requests will be considered for all products, even if the specification does not include a statement such as “or equal,” “equal to,” “equivalent to,” or “basis of design,” unless noted otherwise.
- B. References in the Bidding Documents to brand or trade names are intended to illustrate the general characteristics of the item and not to limit competition unless noted otherwise.
- C. The written request shall be on the “Request for Substitution” form included in the Project Manual. If no such form is included, the request shall be provided on the letterhead of the company making the request.
- D. Substitution requests received after the specified date will be viewed in the context of a Change Order to the Contract, and consideration will only be given in the event a product becomes unavailable or not practical due to no fault of the Contractor, or the substitution is substantially to the Owner’s advantage (equal product for less cost or higher quality product at no change in Contract Sum).
- E. Document each substitution request with complete data substantiating compliance of the proposed substitution with the Bidding Documents. Each request shall identify the specified product for which the substitution is requested, and shall clearly describe the product for which approval is requested. The burden shall be on the requester to demonstrate the proposed substitute product’s suitability for use in the Work and its equivalency or superiority in function, appearance, quality, and performance with the product named in the Bidding Documents.
- F. A description of any changes to the Bidding Documents that the proposed substitution will require shall be included with the request. The requester shall affirm that dimensions shown on the Drawings will not be affected by the substitute product, and that it will have no adverse effect on other trades, the construction schedule, or specified warranty requirements. The request for use of a substitute product shall be signed by an authorized representative of the firm submitting the request, who shall state that the firm will pay for any changes to the building design, including Design Professional’s design, detailing, and construction cost caused by the requested substitution if the substitution is approved for use in the Work.
- G. All such substitute products approved for use in the Work during the established period of time before receipt of Bids will be identified in a subsequent Addendum to the Bidding Documents.

3.02 REQUEST FOR SUBSTITUTION FORM

- A. A Request for Substitution Form is attached following this page.
- B. Substitution requests shall be emailed to the Issuing Officer at the email address provided in Instructions to Bidders Section 1.04.

END OF SECTION

SUBSTITUTION REQUEST FORM

Project: _____ Substitution Request Number: _____

From: _____
To: _____ Date: _____

A/E Project Number: _____
Re: _____

Specification Title: _____ Description: _____
Section: _____ Page: _____ Article/Paragraph: _____

Proposed Substitution: _____
Manufacturer: _____ Address: _____ Phone: _____
Trade Name: _____ Model No.: _____

History: ☐ New product ☐ 2-5 years old ☐ 5-10 yrs old ☐ More than 10 years old

Differences between proposed substitution and specified product: _____

☐ Point-by-point comparative data prepared by contractor and attached - REQUIRED BY A/E

Reason for not providing specified item: _____

Similar Installation:

Project: _____ Architect: _____
Address: _____ Owner: _____
_____ Date Installed: _____

Proposed substitution affects other parts of Work: ☐ No ☐ Yes; explain _____

Supporting Data Attached: ☐ Drawings ☐ Product Data ☐ Samples ☐ Tests ☐ Reports ☐ _____

SUBSTITUTION REQUEST FORM

(Continued)

The Undersigned certifies:

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

Submitted by: _____

Signed by: _____

Firm: _____

Address: _____

Telephone: _____

Attachments: _____

A/E's REVIEW AND ACTION

- ☐ Substitution approved - Make submittals in accordance with Specification Section 01 3300.
- ☐ Substitution approved as noted - Make submittals in accordance with Specification Section 01 3300.
- ☐ Substitution rejected - Use specified materials.
- ☐ Substitution Request received too late - Use specified materials.

Signed by: _____

Date: _____

Additional Comments: ☐ Contractor ☐ Subcontractor ☐ Supplier ☐ Manufacturer ☐ A/E ☐ _____

SECTION 01 2600

CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Change procedures

1.02 CHANGE PROCEDURES

- A. The Design Professional will advise of minor changes in the work not involving an adjustment to Contract Sum/Price or contract time as authorized.
- B. The Construction Manager may issue a Proposal Request that includes a detailed description of a proposed change with supplementary or revised drawings and specifications and a change in contract time for executing the change as provided by the Design Professional. The Trade Contractor will prepare and submit an estimate within 7 calendar days. Estimates shall be provided for the project at no cost, regardless of acceptance or rejection of proposal.
- C. The Trade Contractor may propose changes by submitting a Request for Information to the Construction Manager, describing the proposed change and its full effect on the work. Include a statement describing the reason for the change, and the effect on the Contract Sum/Price and contract time with full documentation and a statement describing the effect on work by separate or other contractors. Document any requested substitutions in accordance with the specifications. Construction Manager will forward the Request for Information on to the Design Professional for their official response.
- D. Stipulated Sum/Price Change Order: Based on executed Change Order and contractor's fixed price quotation.
- E. Unit Price Change Order: The change order will be executed on a fixed unit price basis for pre-determined unit prices and quantities. Changes in contract price or contract time will be computed as specified for time and material change orders.
- F. Time and Material Change Order: The change order will be executed on a not to exceed basis. Design professional and Construction Manager will determine the not to exceed estimated cost based on contractor's proposal for hourly rates and material costs. Maintain detailed records of work done on time and material basis. Time and Material tickets must be submitted daily to the Construction Manager for verification. Provide full information required for evaluation of proposed changes, and to substantiate costs for changes in the work. Submit itemized account and supporting data after completion of change. A final deductive change order will be issued to reconcile final cost to the initial change order.
- G. Change Order Forms: CONSENSUSDOC Forms provided by Owner.
- H. Execution of Change Orders: The Construction Manager will issue change orders for signature of parties as provided in the Conditions of the Contract.
- I. With respect to pricing change orders, the percentage mark-up for overhead and profit is subject to the following limits:
 - 1. Fifteen (15) percent maximum for work directly performed by employees of the Constructor, Subcontractor or Sub-subcontractor.
 - 2. Five (5) percent maximum for work performed or passed through by a Subcontractor and passed through to the Owner by the Constructor.
 - 3. Five (5) percent maximum Subcontractor's mark-up for Work performed by a Sub-Subcontractor and passed through to the Owner by the Subcontractor and Constructor.
 - 4. The maximum allowable mark-up shall be twenty-five (25) percent passed through to the Owner by the Constructor under any circumstances. Overhead and profit shall be shown separately for the Constructor and each Subcontractor of any tier performing the Change Order Work.
- J. Contractor and subcontractor agree to provide and require all suppliers to provide a detailed breakdown of labor, labor burden, materials, installation, rental, and fuel costs.

- K. Please refer to Article 8 of CONSENSUSDOCS 802- STANDARD FORM OR AGREEMENT BETWEEN OWNER AND TRADE CONTRACTOR for additional Change Procedures.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 01 2900

PAYMENT PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Schedule of values
- B. Application for payment

1.02 SCHEDULE OF VALUES

- A. Coordination: Trade Contactor will coordinate preparation of the Schedule of Values with preparation of the Construction Manager's Construction Schedule.
 - 1. Correlate line items in the Schedule of Values with other required administrative forms and schedules, including Application for Payment forms with Continuation Sheets, Submittals Schedule, and Construction Manager's Construction Schedule.
 - 2. Submit original Schedule of Values in Procore within 14 days after date of Owner-Trade Contractor Agreement. Schedule of Values must be approved by Owner prior to submission for first application for payment.
- B. Format: Utilize the Table of Contents of this project manual. Identify each line item with number and title of the major specification section. Each major specification section should be further itemized by materials cost, labor cost and subcontractor cost for each building separately for the base bid and all accepted alternates. Identify site mobilization, bonds and insurance and include a line item for closeout paperwork for a value of no less than 1% of the total contract value or \$1,000, whichever is greater.
 - 1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name and address of Owner, Trade Contractor, Construction Manager and Design Team.
 - c. DAS Project Number.
 - d. Date of Submittal.
 - 2. Revise the Schedule of Values to list approved Change Orders with each Application for Payment.

1.03 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications for payments as certified by the Design Professional and paid for by Owner.
 - 1. 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. Progress payments shall be submitted to the Construction Manager. Any request for payment for work completed prior to June 30th of any year needs to be submitted by July 15th of the same calendar year.
- C. Payment Application Forms: Use AIA form G702 and G703 as the form for the Application for Payment or an equivalent approved by the owner.
- D. Include lien waiver forms required by the owner when applicable.
- E. Application Preparation: Complete every entry on form. Construction Manager will return incomplete applications without action.
 - 1. Include amounts of Change Orders issued before last day of construction period covered by application.

- F. Waivers of Mechanic's Lien: If requested by Owner 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 when applicable.
 - 1. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 - 2. Submit waivers of lien on forms, executed in a manner acceptable to Owner.
- G. Initial Application for Payment: Administrative actions and submittals that must precede submittal of first Application for Payment include the following:
 - 1. Schedule of Values
 - 2. Certificates of insurance and insurance policies.
 - 3. Lists of vendors and any subcontractors.
- H. Application for Payment at Substantial Completion: After the Certificate of Substantial Completion has been fully executed, submit an Application for Payment showing 100 percent completion for the portion of the Work claimed as substantially complete, not including the closeout paperwork line item.
 - 1. Include documentation supporting the claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 - 2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- I. 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. Letter of Notification to all sub-contractors and suppliers of application for release of retainage.
 - 8. Evidence that claims have been settled.
- J. Payments will be made to the extent of the value of the work performed in the previous month less a retainage amount of 3% of the value of the work performed. Upon substantial completion for the entire work, a sum sufficient to decrease the total retained to 3% of the contract sum, plus the full amount of the line item for closeout paperwork, plus such other retainage as the engineer shall determine for all incomplete work and unsettled claims will be authorized. The closeout paperwork line item may only be billed once the certificate of final completion has been fully executed.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 01 3100

PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Coordination
- B. Pre-construction meeting
- C. Progress meetings
- D. Coordination Meetings
- E. Requests for Interpretation (RFIs)

1.02 COORDINATION

- A. Coordinate scheduling, submittals, and work of the various sections of the project manual to ensure efficient and orderly sequence of installation of interdependent construction elements.
 - 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.
- B. Administrative procedures: The Trade Contractor will coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
 - 1. Preparation of Trade Contractor's Construction Schedule.
 - 2. Provide updated information for Construction Manager's Construction Schedule.
 - 3. Preparation of Schedule of Values.
 - 4. Delivery and processing of submittals.
 - 5. Progress meetings.
 - 6. Pre-installation conferences.
 - 7. Project closeout activities
- C. Verify utility requirements and characteristics of operating equipment are compatible with building utilities. Coordinate work of various sections having interdependent responsibilities for installing, connecting to, and placing in service, such equipment.
- D. Coordinate space requirements, supports, and installation of mechanical and electrical work, which are indicated diagrammatically on drawings. Follow routing shown for pipes, ducts, and conduit, as closely as practicable; place runs parallel with lines of building. Utilize spaces efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
- E. In finished areas except as otherwise indicated conceal pipes and wiring within the construction. Coordinate locations of piping with finish elements.
- F. Coordinate completion and cleanup of work of separate sections in preparation for Substantial Completion.
- G. After owner occupancy of premises, coordinate access to site for correction of defective work and work not in accordance with Contract Documents, to minimize disruption of owner's activities.
- H. During construction coordinate use of site and facilities through Construction Manager.
- I. Comply with Construction Manager and Owner's procedures for intra-project communications; submittals, reports and records, schedules, coordination drawings, and recommendations; and resolution of ambiguities and conflicts.
- J. Make the following types of submittal to Architect through the Construction Manager via Procore:
 - 1. Request for Information/Interpretation.

2. Request for substitution.
3. Shop drawings, product data, and samples.
4. Test and inspection reports.
5. Design data.
6. Manufacturer's instructions and field reports.
7. Applications for payment and change order requests.
8. Progress schedules.
9. Coordination drawings.
10. Correction punch list and final correction punch list for substantial completion
11. Closeout submittals

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 PRE-CONSTRUCTION MEETING

- A. The Construction Manager and Owner will schedule a meeting after Notice of Award.
- B. Required: Design Professional, Owner, Construction Manager, Trade Contractor and any Sub Contractors.
- C. Agenda:
 1. Execution of Owner-Contractor Agreement.
 2. Submission of executed bonds and insurance certificates.
 3. Distribution of Contract Documents.
 4. Submission of list of subcontractors, list of products, schedule of values, and progress schedule.
 5. Designation of personnel representing the parties in Contract.
 6. Procedures and processing of field decisions, submittals, substitutions, applications for payments, proposal request, change orders, RFIs and contract closeout procedures
 7. Tentative construction schedule.
 8. Critical work sequencing and long-lead items.
 9. Procedures for testing and inspecting.
 10. Preparation of Record Documents.
 11. Safety Procedures.
 12. Owner's requirements.
 13. Security and housekeeping procedures.
 14. Background Checks.
 15. Responsibility for temporary facilities and controls.
 16. Construction waste management.
 17. Logistics (use of premise, parking, work restrictions, maintain egress, etc.)
- D. The Construction Manager is to record minutes and distribute copies within two days after meeting to participants, with one copy to owner, participants, and those affected by decisions made.

3.02 PROGRESS MEETINGS

- A. The Construction Manager shall schedule and administer meetings throughout progress of the work at **bi-weekly** intervals.
- B. The Construction Manager is to make arrangements for meetings, prepare agenda with copies for participants, and preside at meetings, record minutes and distribute copies within two days to those affected by decisions made.
- C. Attendees may include: Project superintendent, major subcontractors and suppliers, Owner, Construction Manager, Architect/Engineer, as appropriate to agenda topics for each meeting. All participants at the conference call shall be familiar with the Project and authorized to conclude matters relating to the Work.
- D. Agenda:

1. Review minutes of previous meetings.
 2. Review the Construction Manager's Construction Schedule.
 3. Field observations, problems, and decisions.
 4. Identification of problems that impede planned progress.
 5. Review of submittals schedule and status of submittals.
 6. Review of RFI's.
 7. Review of off-site fabrication and delivery schedules.
 8. Corrective measures to regain projected schedules.
 9. Planned progress during succeeding work period.
 10. Coordination of projected progress.
 11. Maintenance of quality and work standards.
 12. Effect of proposed changes on progress schedule and coordination.
 13. Other business relating to work.
 14. Access, temporary facilities and controls, housekeeping and progress cleaning.
 15. Safety.
 16. Status of proposal requests, pending changes, official Change Orders.
- E. Minutes:
1. Following the meeting, the meeting minutes will be published in Procore by the Construction Manager for all parties.

3.03 COORDINATION MEETINGS

- A. Coordination meetings will be held at the discretion of the construction manager.

3.04 REQUESTS FOR INTERPRETATION (RFIs)

- A. Procedure: Immediately on discovery of the need for interpretation of the Contract Documents, prepare and submit an RFI in Procore.
1. RFIs shall originate with Trade Contractor. RFIs submitted by entities other than Contractor will be returned with no response.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in the Work.
- B. Content of the RFI: Include a detailed, legible description of item needing interpretation and the following:
1. Specification Section number and title and related paragraphs, as appropriate.
 2. Drawing number and detail references, as appropriate.
 3. Field dimensions and conditions, as appropriate.
 4. Trade Contractor's suggested solution(s). If Trade Contractor's solution(s) impact the Contract Time or the Contract Sum, Trade Contractor shall state impact in the RFI.
 5. Attachments: Include drawings, descriptions, measurements, photos, Product Data, Shop Drawings, and other information necessary to fully describe items needing interpretation.
- C. Design Professional's Action: Design Professional will review each RFI, determine action required, and return it. Allow seven (7) working days for Design Professional's response for each RFI. RFIs received after 1:00 p.m. will be considered as received the following working day. The following RFIs will be returned without action:
1. Requests for approval of submittals.
 2. Requests for approval of substitutions.
 3. Requests for coordination information already indicated in the Contract Documents.
 4. Requests for adjustments in the Contract Time or the Contract Sum.
 5. Requests for interpretation of Design Professional's actions on submittals.
 6. Incomplete RFIs or RFIs with numerous errors.
 7. Design Professional's action may include a request for additional information, in which case Design Professional's time for response will start again.
- D. Design Professional's action on RFIs that may result in a change to the Contract Time or the Contract Sum/Price.

1. If Trade Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Construction Manager in writing within ten (10) days of receipt of the RFI response.
- E. On receipt of Design Professional's response in Procore, review the response and notify Design Professional within seven (7) days if Trade Contractor disagrees with response.

END OF SECTION

SECTION 01 3100.01

WEB BASED CONSTRUCTION MANAGEMENT

PART 1 - GENERAL

1.01 DESCRIPTION

- A. The Owner and Contractor shall utilize **Procore Technologies, Inc. Procore** system for electronic submittal of all data and documents (unless specified otherwise by the owner's representative) throughout the duration of the Contract. **Procore** is a web-based electronic media site that is hosted by **Procore Technologies, Inc.**, utilizing their **Procore** web solution. **Procore** will be made available to all contractors' project personnel, subcontractor personnel, suppliers, consultants and the Designer of Record. The joint use of this system is to facilitate; electronic exchange of information, automation of key processes, and overall management of the contract. **Procore** shall be the primary means of project information submission and management. When required by the Owners representative, paper documents will also be provided. In the event of discrepancy between the electronic version and paper documents, the paper documents will govern. **Procore** is a registered trademark of **Procore Technologies, Inc.**

1.02 USER ACCESS LIMITATIONS

- A. The Owner's Representative/Construction Manager will control the Contractor's access to **Procore** by allowing access and assigning user profiles to accepted Contractor personnel. User profiles will define levels of access into the system, determine assigned function-based authorizations (determines what can be seen) and user privileges (determines what they can do). Sub-contractors and suppliers will be given access to **Procore** through the Contractor. Entry of information exchanged and transferred between the Contractor and its sub-contractors and suppliers on **Procore** shall be the responsibility of the Contractor.
 - 1. Joint Ownership of Data: Data entered in a collaborative mode (entered with the intent to share as determined by permissions and workflows within the **Procore** system) by the Owner's Representative and the Contractor will be jointly owned.

1.03 AUTOMATED SYSTEM NOTIFICATION AND AUDIT LOG TRACKING

- A. Review comments made (or lack thereof) by the Owner on Contractor submitted documentation shall not relieve the Contractor from compliance with requirements of the Contract Documents. The Contractor is responsible for managing, tracking, and documenting the Work to comply with the requirements of the Contract Documents. Owner's acceptance via automated system notifications or audit logs extends only to the face value of the submitted documentation and does not constitute validation of the Contractor's submitted information.

1.04 SUBMITTALS

- A. See Section 01 3300 SUBMITTAL PROCEDURES:
- B. Preconstruction Submittals
 - 1. List of Contractor's key **Procore** personnel. Include descriptions of key personnel's roles and responsibilities for this project. Contractor should also identify their organization's administrator on the list.

1.05 COMPUTER REQUIREMENTS

- A. The Contractor shall use computer hardware and software that meets the requirements of the **Procore** system as recommended by **Procore Technologies, Inc.** to access and utilize

Procore. As recommendations are modified by **Procore**, the Contractor will upgrade their system(s) to meet the recommendations or better. Upgrading of the Contractor's computer systems will not be justification for a cost or time modification to the Contract. The contractor will ensure that connectivity to the **Procore** system (whether at the home office or job site) is accomplished through DSL, cable, T-1 or wireless communications systems. The minimum bandwidth requirement for using the system is 128kb/s. It is recommended a faster connection be used when uploading pictures and files into the system. **Procore** supports the current and prior two major versions of Chrome, Firefox, Internet Explorer, and Safari.

- B. The Contractor shall be responsible for the validity of their information placed in **Procore** and for the abilities of their personnel. Accepted users shall be knowledgeable in the use of computers, including Internet Browsers, email programs, cad drawing applications, and Adobe Portable Document Format (PDF) document distribution program. The Contractor shall utilize the existing forms in **Procore** to the maximum extent possible. If a form does not exist in **Procore** the Contractor must include a form of their own or provided by the Owner representative as an attachment to a submittal. Adobe PDF documents will be created through electronic conversion rather than optically scanned whenever possible. The Contractor is responsible for the training of their personnel in the use of **Procore** (outside what is provided by the owner) and the other programs indicated above as needed.
- C. User Access Administration: Provide a list of Contractor's key **Procore** personnel for the Owner's Representative acceptance. Contractor is responsible for adding and removing users from the system. The Owners Representative reserves the right to perform a security check on all potential users. The Contractor will be allowed to add additional personnel and sub-contractors to **Procore**.

1.06 CONNECTIVITY PROBLEMS

- A. **Procore** is a web-based environment and therefore subject to the inherent speed and connectivity problems of the Internet. The Contractor is responsible for its own connectivity to the Internet. **Procore** response time is dependent on the Contractor's equipment, including processor speed, Internet access speed, etc. and current traffic on the Internet. The Owner will not be liable for any delays associated from the usage of **Procore** including, but not limited to: slow response time, down time periods, connectivity problems, or loss of information. The contractor will ensure that connectivity to the **Procore** system (whether at the home office or job site) is accomplished through DSL, cable, T-1 or wireless communications systems. The minimum bandwidth requirement for using the system is 128kb/s. It is recommended a faster connection be used when uploading pictures and files into the system. Under no circumstances shall the usage of the **Procore** be grounds for a time extension or cost adjustment to the contract.

1.07 TRAINING

- A. The Construction Manager shall provide the necessary training to the Prime Contractor.

PART 2 - PRODUCTS

2.01 DESCRIPTION

- A. **Procore** project management application (no equal) Provided by Procore Technologies, Inc. www.Procore.com

PART 3 - EXECUTION

3.01 PROCORE UTILIZATION

- A. **Procore** shall be utilized in connection with submittal preparation and information management required by Sections:
 - 1. PROJECT MANAGEMENT AND COORDINATION
 - 2. CONSTRUCTION PROGRESS DOCUMENTATION
 - 3. SUBMITTAL PROCEDURES
 - 4. QUALITY REQUIREMENTS
 - 5. Other Division One sections.
 - 6. Requirements of this section are in addition to requirements of all other sections of the specifications.
- B. Design Document Submittals
 - 1. All design drawings and specifications shall be submitted as cad .dwg files or PDF attachments to the **Procore** submittal work flow process and form.
- C. Shop Drawings
 - 1. Shop drawing and design data documents shall be submitted as cad .dwg files or PDF attachments to the **Procore** submittal work flow process and form. Examples of shop drawings include, but are not limited to:
 - 2. Standard manufacturer installation drawings.
 - 3. Drawings prepared to illustrate portions of the work designed or developed by the Contractor.
 - 4. Steel fabrication, piece, and erection drawings.
- D. Product Data
 - 1. Product catalog data and manufacturer's instructions shall be submitted as
 - 2. PDF attachments to the **Procore** submittal work flow process and form. Examples of product data include, but are not limited to:
 - 3. Manufacturer's printed literature.
 - 4. Preprinted product specification data and installation instructions.
- E. Samples
 - 1. Sample submittals shall be physically submitted as specified in Section 01 3300 SUBMITTAL PROCEDURES. Contractor shall enter submittal data information into **Procore** with a copy of the submittal form(s) attached to the sample. Examples of samples include, but are not limited to:
 - 2. Product finishes and color selection samples.
 - 3. Product finishes and color verification samples.
 - 4. Finish/color boards.
 - 5. Physical samples of materials.
- F. Administrative Submittals
 - 1. All correspondence and pre-construction submittals shall be submitted using **Procore**. Examples of administrative submittals include, but are not limited to:
 - 2. Digging permits and notices for excavation.
 - 3. List of product substitutions
 - 4. List of contact personnel.
 - 5. Notices for roadway interruption, work outside regular hours, and utility cut overs.
 - 6. Requests for Information (RFI).
 - 7. Construction progress Schedules and associated reports and updates.
 - a. Each schedule submittal specified in CONSTRUCTION PROGRESS DOCUMENTATION shall be submitted as a native backed-up file (.PRX or .STX) of the scheduling program being used. The schedule will also be posted as a PDF

file in the format.

8. Plans for safety, demolition, environmental protection, and similar activities.
9. Quality Control Plan(s), Testing Plan and Log, Quality Control Reports, Production Reports, Quality Control Specialist Reports, Preparatory Phase Checklist, Initial Phase Checklist, Field Test reports, Summary reports, Rework Items List, etc.
10. Meeting minutes for quality control meetings, progress meetings, pre-installation meetings, etc.
11. Any general correspondence submitted.

G. Compliance Submittals

1. Test reports, certificates, and manufacture field report submittals shall be submitted on **Procore** as PDF attachments. Examples of compliance submittals include, but are not limited to:
 - a. Field test reports.
 - b. Quality Control certifications.
 - c. Manufacturer's documentation and certifications for quality of products and materials provided.

H. Record and Closeout Submittals

1. Operation and maintenance data and closeout submittals shall be submitted on **Procore** as PDF documents during the approval and review stage as specified, with actual set of documents submitted for final. Examples of record submittals include, but are not limited to:
 - a. Operation and Maintenance Manuals: Final documents shall be submitted as specified.
 - b. As-built Drawings: Final documents shall be submitted as specified.
 - c. Extra Materials, Spare Stock, etc.: Submittal forms shall indicate when actual materials are submitted.

I. Financial Submittals

1. Schedule of Value, Pay Applications and Change Request Proposals shall be submitted on **Procore**. Supporting material for Pay Applications and Change Requests shall be submitted on **Procore** as PDF attachments. Examples of compliance submittals include, but are not limited to:
 - a. Contractors Schedule of Values
 - b. Contractors Monthly Progress Payment Requests
 - c. Contract Change proposals requested by the project owner

END OF SECTION

SECTION 01 3200

CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Construction Progress Schedule
- B. Construction Manager's Construction Schedule
- C. Submittal Schedule
- D. Daily Construction Reports
- E. Progress Photographs

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 CONSTRUCTION MANAGER'S MASTER CONSTRUCTION SCHEDULE

- A. Upon award of package, Contractor agrees to accept and meet or improve upon the schedule proposed in section **00 3113 PRELIMINARY SCHEDULE** with intermediate handoffs. Each package contractor will be required to participate in schedule coordination meetings with the Construction Manager.
- B. If the bid package contractor does not meet the handoff milestones in the master construction schedule, the bid package contractor shall take measures to increase work forces, increase work hours, initiate revisions to means and methods of construction, and/or other similar measures as required to make up lost time and complete the work in accordance with the construction schedule and remain consistent with project progress and overall construction schedule. Such measures shall be at no additional cost to the Owner. The Construction Manager shall have sole discretion on decisions to accelerate work.
- C. Updating the master construction schedule – Contractors are required to attend and participate in schedule coordination update meetings with the Construction Manager. This will be an opportunity for contractors to further define their scheduled scope of work in conjunction with other trades on site.
- D. Acceptance of revised master construction schedule – After an updated master construction schedule has been issued via Procore, Contractors will have 48 hours to dispute the new schedule. All contractors will be held to the last fully accepted master construction schedule.

3.02 CONSTRUCTION PROGRESS SCHEDULE

- A. Submit preliminary outline to the Construction Manager no later than 48 hours prior to the pre-construction meeting for coordination with Owner's requirements.
- B. Submit revised progress schedule with each application for payment.
- C. Schedules will be electronically submitted through Procore.
- D. Distribute copies of reviewed schedules to project site file, subcontractors, suppliers, and other concerned parties.
- E. Instruct recipients to promptly report, in writing, problems anticipated by projections indicated in schedules.
- F. Submit computer generated horizontal bar chart with separate line for each major portion of work or operation, identifying the first day of each week.
- G. Show complete sequence of construction activity, identifying work of separate stages and other

logically grouped activities. Indicate early and late start, early and late finish, float dates, and duration.

- H. Indicate estimated percentage of completion for each item of work at each submission.
- I. Participate in joint review and evaluation of schedule with Construction Manager.
- J. Revisions to schedules:
 - 1. Indicate progress of each activity to date of submittal and projected completion date of each activity.
 - 2. Identify activities modified since previous submittal, major changes in scope, and other identifiable changes.
 - 3. Prepare narrative report to define problem areas, anticipate delays, and impact on schedule. Report corrective action taken, or proposed, and its effect including effect of changes on schedules of separate contractors.

3.03 SUBMITTAL SCHEDULE

- A. Submit a schedule of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, re-submittal, ordering, manufacturing, fabrications, and delivery when establishing dates.
 - 1. Coordinate submittal schedule with list of subcontractors, the schedule of values, and construction schedule.
 - 2. Submit concurrently with first complete submittal of contractor's construction schedule.

3.04 DAILY CONSTRUCTION REPORTS

- A. Daily Construction Reports: Submitted at weekly intervals.
 - 1. Daily Construction Reports will be submitted to Construction Manager.
- B. Prepare a daily construction report recording the following information concerning events at project site:
 - 1. Count of personnel at Project site
 - 2. Equipment at Project site
 - 3. Material Deliveries
 - 4. High and low temperatures and general weather conditions, including presence of rain or snow
 - 5. Accidents
 - 6. Meetings and significant decisions
 - 7. Unusual events
 - 8. Stoppages, delays, shortages, and losses
 - 9. Meter readings and similar recordings
 - 10. Emergency procedures
 - 11. Orders and requests of authorities having jurisdiction
 - 12. Change orders received and implemented
 - 13. Services connected and disconnected
 - 14. Equipment or system tests and startups
 - 15. Partial completions and occupancies
 - 16. Substantial completions authorized

3.05 PROGRESS PHOTOGRAPHS

- A. Progress photographs will be electronically submitted through Procore.
- B. Preconstruction Photographs: Before starting construction, take photographs of project site and surrounding properties, including existing items to remain during construction, from different

vantage points, as directed by Construction manager.

1. Take additional photographs as required to record existing damage to site, structure, equipment, or finishes.
- C. Periodic Construction Photographs: Take photographs at regular intervals. Select vantage points to show status of construction and progress since last photographs were taken.
- D. Field Completion Construction Photographs: Take photographs after date of Substantial Completion for submission as project record documents. Construction manager will inform of desired vantage points.

END OF SECTION

SECTION 01 3300
SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Submittals for Review
- B. Submittals for Information
- C. Submittal Procedures
- D. Samples

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
 - 1. Product Data
 - 2. Shop Drawings
 - 3. Samples for Selection
 - 4. Samples for Verification
- B. Submit to Construction Manager to forward to Architect for review for the limited purpose of checking for conformance with information given and the design concept expressed in the contract documents.
- C. Samples will be reviewed only for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record document purposes.

3.02 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
 - 1. Design data.
 - 2. Certificates.
 - 3. Test reports.
 - 4. Inspection reports.
 - 5. Manufacturer's instructions.
 - 6. Manufacturer's field reports.
 - 7. Other types indicated.
- B. Submit for Construction Manager, Architect, and Owner's knowledge. No action will be taken.

3.03 SUBMITTAL PROCEDURES

- A. Submittals will be electronically submitted through Procore. Contractor will be invited to join web based program after issue of Notice of Intent to award.
- B. Shop Drawing Procedures:
 - 1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting the Contract Documents and coordinating related Work.
 - 2. Do not reproduce the Contract Documents to create shop drawings.

3. Generic, non-project specific information submitted as shop drawings do not meet the requirements for shop drawings.
- C. Transmit each submittal with a copy of approved submittal form.
- D. Sequentially number the submittal form. Revise submittals with original number and a sequential numeric suffix.
- E. Identify Project, Contractor, Subcontractor or supplier; pertinent drawing and detail number, and specification section number, as appropriate on each copy.
- F. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of Products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
- G. Schedule submittals to expedite the project and coordinate submission of related items.
- H. For each submittal review, allow 15 days excluding delivery time to and from the contractor.
- I. Identify variations from the Contract Documents and product or system limitations that may be detrimental to successful performance of the completed work.
- J. When revised for resubmission, identify all changes made since previous submission.
- K. Distribute reviewed submittals as appropriate. Instruct parties to promptly report any inability to comply with requirements.
- L. Submittals not requested will not be recognized or processed.

3.04 **SAMPLES**

- A. Submit to Construction Manager to forward to Architect/Engineer for review for limited purpose for checking conformance with information given and design concept expressed in the Contract Documents.
- B. Samples for selection as specified in product sections:
 1. Submit to Construction Manager to forward to Architect/Engineer for aesthetic, color, or finish selections.
 2. Submit samples of finishes from full range of manufacturer's standard colors, textures, and patterns to Construction Manager to forward to Architect/Engineer for selection.
- C. Submit samples to illustrate functional and aesthetic characteristics of products, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
- D. Include identification on each sample, with full project information.
- E. Submit number of samples specified in individual specification sections.
- F. Photograph of submitted samples, along with transmittal sheet, shall be uploaded as a submittal in Procore.

END OF SECTION

SECTION 01 4000

QUALITY REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. References
- B. Quality assurance and control of installation
- C. Tolerances
- D. Defect Assessment
- E. Inspection and testing laboratory services
- F. Manufacturer's field services and reports

1.02 REFERENCES

- A. Conform to reference standard in effect at date of contract.
- B. When required by contract documents, obtain copies of standards.
- C. Should specified reference standards conflict with contract documents request clarification from engineer before proceeding.
- D. The contractual relationship of the parties to the contract shall not be altered from the contract documents by mention or inference otherwise in any reference document.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 QUALITY ASSURANCE/CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship to produce work of specified quality.
- B. Comply fully with manufacturer's instructions, including each step in sequence.
- C. Should manufacturer's instructions conflict with contract documents, request clarification from the engineer prior to proceeding.
- D. Comply with specified standards as a minimum quality for the work except when more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Perform work by persons qualified to produce workmanship of specified quality
- F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stress, vibration, physical distortion, or disfiguration.

3.02 TOLERANCES

- A. Monitor fabrication and installation tolerance control of products to produce acceptable work. Do not permit tolerances to accumulate.
- B. Comply with manufacturers' tolerances. Should manufacturers' tolerances conflict with contract documents, request clarification from Architect before proceeding.
- C. Adjust products to appropriate dimensions; position before securing products in place.

3.03 DEFECT ASSESSMENT

- A. Replace work or portions of work not conforming to specified requirements.

- B. If, in the option of the Owner, it is not practical to remove and replace the work, Architect will direct an appropriate remedy or recommend adjusted payment.

3.04 INSPECTION AND TESTING

- A. Owner shall include and pay for all required special inspections and testing required by IBC Section 1705, if applicable. This does not include inspections and testing required by other specification sections in this Project Manual. Copies of all testing and inspection reports shall be submitted to the Construction Manager and Design Professional by the testing and inspection agency.
- B. Testing Agency Duties:
 - 1. Provide qualified personnel at site. Cooperate with Architect, Construction Manager, and contractor in performance of services.
 - 2. Perform specified sampling and testing of products in accordance with specified standards.
 - 3. Ascertain compliance of materials and mixes with requirements of contract documents.
 - 4. Immediately notify the Construction Manager and contractor of observed irregularities or non-conformance of work or products.
 - 5. Perform additional testing and inspections required by the Owner
- C. Limits on Testing Agency/Inspection Agency Authority:
 - 1. Agency may not release, revoke, alter, or enlarge on requirement of contract documents.
 - 2. Agency may not approve or accept any portion of the work.
 - 3. Agency may not assume any duties of the contractor.
 - 4. Agency has no authority to stop the work.
- D. Contractor responsibilities:
 - 1. Deliver to agency at designated location, adequate samples of materials proposed to be used that require testing, along with proposed mix designs.
 - 2. Cooperate with laboratory personnel, and provide access to the work and to manufacturer's facilities.
 - 3. Provide incidental labor and facilities:
 - a. To provide access to work to be tested/inspected.
 - b. To obtain and handle samples at the site or at source of products to be tested/inspected.
 - c. To facilitate test/inspections.
 - d. To provide storage and curing of test samples.
 - 4. Notify Construction Manager and laboratory 24 hours prior to expected time for operations requiring testing/inspection.
- E. Re-testing required because of non-conformance to specified requirements shall be performed by the same testing agency on instruction by Architect/Construction Manager.
- F. Re-testing required because of non-conformance to specified requirements shall be paid for by the Contractor.

3.05 MANUFACTURER'S FIELD SERVICES AND REPORTS

- A. When specified in individual specification sections, require material or product suppliers or manufacturers to provide qualified staff personnel to observe site conditions, conditions of surfaces and installation, quality of workmanship, start up of equipment, test, adjust and balance of equipment as applicable and to initiate instructions when necessary.
- B. Individuals are to report observations and site decisions or instructions given to applicators or installers that are supplemental or contrary to the manufacturers' written instructions.
- C. Submit report in duplicate within 30 days of observation to Construction Manager for review.

END OF SECTION

SECTION 01 5000

TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Temporary Utilities
- B. Telephone Service
- C. Removal of Utilities, Facilities, and Controls
- D. Temporary Facilities
- E. Equipment
- F. Vehicular Access and Parking
- G. Traffic Regulation
- H. Barriers
- I. Waste Removal

1.02 TEMPORARY UTILITIES

- A. Owner will provide the following:
 - 1. Electrical Power, consisting of connection to existing facilities.
 - 2. Water Supply, consisting of connection to existing facilities.
- B. The Contractor shall pay for installation, maintenance, and removal of temporary utilities. Temporary utilities shall not disrupt the Facility's need for continuous service.

1.03 TELEPHONE SERVICE

- A. Provide, maintain, and pay for telephone service to field or use a cellular telephone.

1.04 REMOVAL OF UTILITIES, FACILITIES AND CONTROLS

- A. Restore existing facilities used during construction to original condition. Restore permanent facilities used during construction to specified condition.

PART 2 - PRODUCTS

2.01 TEMPORARY FACILITIES

- A. Field Offices: Coordinate with Construction Manager and Owner if applicable.

2.02 EQUIPMENT

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

PART 3 - EXECUTION

3.01 VEHICULAR ACCESS AND PARKING

- A. Use designated existing on-site roads for construction traffic.
- B. Parking is as directed by Owner.
- C. When site space is not adequate, provide additional off-site parking.
- D. Use of designated existing on-site streets and driveways used for construction traffic is permitted. Track vehicles not allowed on paved areas.

- E. Use of designated areas of existing parking facilities used by construction personnel as permitted.
- F. Do not allow heavy vehicles or construction equipment in parking areas.
- G. Provide and maintain access to fire hydrants, free of obstructions.
- H. Provide means of removing mud from vehicle wheels before entering streets.

3.02 TRAFFIC REGULATION

- A. Flag Persons: Provide trained and equipped flag persons to regulate traffic when construction operations or traffic encroach on public traffic lanes.
- B. Flares and lights: Use flares and lights during hours of low visibility to delineate traffic lanes and to guide traffic.
- C. Haul Routes:
 - 1. Consult with authority having jurisdiction, establish public thoroughfares to be used for haul routes and site access.
- D. Removal:
 - 1. Remove equipment and devices when no longer required.
 - 2. Repair damage caused by demolition.

3.03 BARRIERS

- A. Provide barriers to prevent unauthorized entry to construction areas, to prevent access to areas that could be hazardous to workers or the public, to allow for Owner's use of site and to protect existing facilities and adjacent properties from damage during construction operations.
- B. Provide barricades and covered walkways required by governing authorities for public rights-of-way.
- C. Protect non-owned vehicular traffic, stored materials, site, and structures from damage.

3.04 WASTE REMOVAL

- A. Except for items or materials to be salvaged, recycled or otherwise reused, remove waste materials from project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction.
 - 1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Burning: Do not burn waste materials.
- C. Waste Disposal Facilities: Provide waste collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction.

END OF SECTION

SECTION 01 6000

PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. General product requirements
- B. Product options
- C. Maintenance materials
- D. Transportation and handling
- E. Storage and protections

PART 2 - PRODUCTS

2.01 GENERAL PRODUCT REQUIREMENTS

- A. Provide new products unless specifically required or permitted by the contract documents.
- B. Do not use products having any of the following characteristics:
 - 1. Made using or containing CFC's or HCFC's
 - 2. Made of wood from newly cut old growth timber.
- C. Where all other criteria are met, contractor shall give preference to products that:
 - 1. If used on interior, have lower emissions
 - 2. If wet-applied, have lower VOC content
 - 3. Are extracted, harvested, and/or manufactured closer to the location of the project
 - 4. Have longer documented life span under normal used
 - 5. Result in less construction waste
 - 6. Are made of vegetable materials that are rapidly renewable

2.02 PRODUCT OPTIONS

- 1. Products specified by reference standards or by description only: Use of any product meeting those standards or description.
- 2. Products specified by naming one or more manufacturers, with or without a provision for substitutions: Use a product of one of the manufacturers named and meeting specifications or submit a request for substitution for any manufacturer not named by the date specified in this project manual. Substitution requests shall be emailed to the Issuing Officer at the email address provided in Instructions to Bidders Section 1.04.

2.03 MAINTENANCE MATERIALS

- 1. Furnish extra materials, spare parts, tools, and software of types and in quantities specified in individual specification sections.
- 2. Deliver to project site; obtain receipt prior to final payment.

PART 3 - EXECUTION

3.01 TRANSPORTATION AND HANDLING

- A. Package products for shipment in manner to prevent damage; for equipment, package to avoid loss of factory calibration.
- B. If special precautions are required, attach instructions prominently and legibly on outside of packaging.
- C. Coordinate schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.

- D. Transport and handle products in accordance with manufacturer's instructions.
- E. Transport materials in covered trucks to prevent contamination of product and littering of surrounding areas.
- F. Promptly inspect shipments to ensure that products comply with requirements, quantities are correct, and products are undamaged.
- G. Provide equipment and personnel to handle products by methods to prevent soiling, disfigurement, or damage, and to minimize handling.
- H. Arrange for the return of packing materials, such as wood pallets, where economically feasible.

3.02 STORAGE AND PROTECTIONS

- A. Designate receiving/storage areas for incoming products so that they are delivered according to installation schedule and placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication.
- B. Store and protect products in accordance with manufacturers' instructions.
- C. Store with seals and labels intact and legible.
- D. Store sensitive products in weather tight, climate controlled, enclosures in an environment favorable to the product.
- E. For exterior storage of fabricated products, place on slopped supports above ground.
- F. Protect products from damage or deterioration due to construction operations, weather, precipitation, humidity, temperature, sunlight and ultraviolet light, dirt, dust, and other contaminants.
- G. Comply with manufacturers' warranty conditions, if any.
- H. Cover product subject to deterioration with impervious sheet covering. Provide ventilation to prevent condensation and degradation of products.
- I. Prevent contact with material that may cause corrosion, discoloration, or staining.
- J. Provide equipment and personnel to store products by methods to prevent soiling, disfigurement, or damage.
- K. Arrange storage of products to permit access for inspection. Periodically inspect to verify products are undamaged and are maintained in acceptable condition.

END OF SECTION

SECTION 01 7300

EXECUTION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Examination, preparation, and general installation procedures
- B. Alteration project procedures
- C. Cutting and patching
- D. Cleaning and protection
- E. Adjusting

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 EXAMINATION, PREPARATION, AND GENERAL INSTALLATION PROCEDURES

- A. Verify that existing site conditions and substrate surfaces are acceptable for subsequent work. Start of work means acceptance of existing conditions.
- B. Verify that existing substrate is capable of structural support or attachment of new work being applied or attached.
- C. Examine and verify specific conditions described in individual specification sections.
- D. Take field measurements before confirming product orders or beginning fabrication, to minimize waste due to over-ordering or misproduction.
- E. Verify that utility services are available, of the correct characteristics, and in the correct locations.
- F. Prior to cutting: Examine existing conditions prior to commencing work; include elements subject to damage or movement during cutting and patching. After uncovering existing work, assess conditions affecting performance of work. Beginning of cutting or patching means acceptance of existing conditions.
- G. Clean substrate surfaces prior to applying next material or substance.
- H. Seal cracks or openings of substrate prior to applying next material or substance.
- I. Apply manufacturer required or recommended substrate primer, sealer, or conditioner prior to applying any new material or substance in contact or bond.
- J. Install products as specified in individual sections, in accordance with manufacturer's instructions and recommendations, and so as to avoid waste due to necessity for replacement.
- K. Make vertical elements plumb and horizontal elements level, unless otherwise indicated.
- L. Install equipment and fittings plumb and level, neatly aligned with adjacent vertical and horizontal lines, unless otherwise indicated.
- M. Make consistent texture on surfaces, with seamless transitions, unless otherwise indicated.
- N. Make neat transitions between different surfaces, maintaining texture and appearance.

3.02 ALTERATION PROJECT PROCEDURES

- A. Materials: As specified in product sections match existing products and work for patching and extending work.
- B. Employ skilled and experienced installer to perform alteration work.
- C. Close openings in exterior surfaces to protect existing work from weather and extremes of temperature and humidity.
- D. Remove unsuitable material not marked for salvage, including rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished work.
- E. Remove, cut and patch work in a manner to minimize damage and to provide a means of restoring products and finished to original condition.

- F. Remove debris and abandoned items from area and from concealed spaces.
- G. Refinish visible existing surfaces to remain in renovated rooms and spaces to specified condition for each material with a neat transition to adjacent finishes.
- H. Where new work abuts or aligns with existing, perform a smooth and even transition. Patched work to match existing adjacent work in texture and appearance.
- I. When finished surfaces are cut so that a smooth transition with new work is not possible, terminate existing surface along a straight line of division and make recommendation to the Construction Manager. Prior to cutting get the Owner's approval.
- J. Where change of plane of ¼ inch or more occurs, submit recommendation for providing smooth transition to the Construction Manager for review.

3.03 CUTTING AND PATCHING

- A. Employ skilled and experienced installer to perform cutting and patching.
- B. Submit written request in advance of cutting or altering elements which affect:
 - 1. Structural integrity of element.
 - 2. Integrity of weather-exposed or moisture-resistant elements.
 - 3. Efficiency, maintenance, or safety of element.
 - 4. Visual qualities of sight exposed elements.
 - 5. Work of owner or separate contractor.
- C. Execute cutting, fitting, and patching to complete work, and to:
 - 1. Fit the several parts together, to integrate with other work.
 - 2. Uncover work to install or correct ill-timed work.
 - 3. Remove and replace defective and non-conforming work.
 - 4. Remove samples of installed work for testing.
 - 5. Provide openings in elements of work for penetrations of mechanical and electrical work.
- D. Execute work by methods to avoid damage to other work and which will provide proper surfaces to receive patching and finishing.
- E. Cut rigid materials using masonry saw or core drill.
- F. Cut masonry and concrete materials using masonry saw or core drill.
- G. Restore work with new products in accordance with requirements of Contract Documents.
- H. Fit work tight to pipes, sleeves, ducts, conduit and other penetrations through surfaces.
- I. Maintain integrity of wall, ceiling or floor construction; completely seal voids.
- J. Refinish surfaces to match adjacent finishes. Refinish to nearest intersection for continuous surfaces. Refinish entire unit for continuous surfaces for an assembly.
- K. Identify hazardous substances or conditions exposed during the work to the engineer for decision or remedy.

3.04 CLEANING AND PROTECTION

- A. Progress cleaning
 - 1. Maintain areas free of waste materials, debris, and rubbish. Maintain site in a clean and orderly condition.
 - 2. Collect and remove waste materials, debris, and trash/rubbish from site periodically and dispose off-site; do not burn or bury.
- B. Protection of installed work
 - 1. Protect installed work from damage by construction operations.
 - 2. Provide special protection where specified in individual specification sections.
 - 3. Provide temporary and removable protection for installed products. Control activity in immediate work area to prevent damage.
 - 4. Remove protective coverings when no longer needed; reuse or recycle plastic coverings if possible.
 - 5. Prohibit traffic from landscaped areas.

3.05 ADJUSTING

- A. Adjust operating products and equipment to ensure smooth and unhindered operation.

END OF SECTION

SECTION 01 7700

CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Inspections
- B. Substantial Completion
- C. Project Record Documents
- D. Warranties
- E. Operations and Maintenance Manuals
- F. Operations and Maintenance Data for Materials and Finishes
- G. Operations and Maintenance Data for Equipment and Systems
- H. Training
- I. Final Completion
- J. Maintenance

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION

3.01 INSPECTIONS

- A. Ensure all state inspections have been completed by the authority having jurisdiction.
- B. Upload documentation of all test/inspections to Procore.
- C. Submit a written request for inspection of Substantial Completion. On receipt of request, The Design Professional will either proceed with inspection or notify contractor of unfulfilled requirements. The Design Professional will prepare the Certificate of Substantial Completion after inspection or will notify contractor of items, either on contractor's list or additional items identified by architect that must be completed or corrected before certificate will be issued.
 - 1. Re-inspection: Request re inspection when the work identified in previous inspections as incomplete is completed or corrected.
 - 2. Results of completed inspection will form the basis of requirements for Final Completion.

3.02 SUBSTANTIAL COMPLETION

- A. A substantial completion checklist is attached for reference following this specification section.
- B. Make submittals that are required by governing or other authorities.
 - 1. Provide copies to the Construction Manager through upload to Procore.
- C. Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.
 - 1. Submit written certification that contract documents have been reviewed, work has been inspected, and that work is completed in accordance with contract documents and ready for review
 - 2. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the work has not been completed.
 - 3. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Make final changeover of permanent locks and deliver key to the owner. Advise owner's personnel of changeover in security provisions.
 - 5. Complete startup testing of systems.
 - 6. Submit test/adjust, balance records.
 - 7. Terminate and remove temporary facilities from project site, along with mockups, construction tools, and similar elements.

8. Advise owner of changeover in heat and other utilities.
9. Submit changeover information related to owner's occupancy, use, operation, and maintenance.
10. Complete final cleaning requirements, including touch up painting.
11. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

3.03 PROJECT RECORD DOCUMENTS

- A. Maintain on site one set of the following record documents; record actual revisions to the work:
 1. Drawings
 2. Specifications
 3. Addenda
 4. Change orders and other modifications to the contract
 5. Reviewed shop drawings, product data, and samples
- B. Ensure entries are complete and accurate, enabling future reference by Owner.
- C. Store record documents separate from documents used for construction.
- D. Record information concurrent with construction progress, not less than weekly.
- E. Specifications: Legibly mark and record at each product section description of actual products installed, including the following:
 1. Manufacturer's name and product model and number.
 2. Product substitutions or alterations utilized.
 3. Changes made by Addenda and modifications.
- F. Record Drawings:
 1. Measured depths of foundations in relation to finish first floor datum.
 2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
 3. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of the work.
 4. Field changes of dimension and detail.
 5. Details not on original contract drawings.
- G. Record Drawings shall be uploaded to Procore in pdf format.

3.04 WARRANTIES

- A. Submit written warranties for designated portions of the work where commencement of warranties other than date of Substantial Completion is indicated.
- B. Submit properly executed warranties in Procore prior to Final Completion.
- C. Verify that documents are in proper form, contain full information, and are notarized.
- D. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.
- E. Include warranties in operation and maintenance manuals.
- F. Items of work delayed beyond date of Substantial Completion, provide updated submittal after acceptance by Owner, listing date of acceptance as start of warranty period

3.05 OPERATIONS AND MAINTENANCE MANUALS

- A. Format: Submit operations and maintenance manuals in the following format:
 1. Portable Document Format (PDF) electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Owner and upload to Procore.
 - a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.

2. Assemble with data arranged in the same sequence as, and identified by the specification sections. Where systems involve more than one specification section, provide separate index for each system.
 3. Include project directory listing title and address of project, names, addresses, and telephone numbers of Architect, Consultants, Contractor and subcontractors, with names of responsible parties.
 4. Include Table of Contents listing every item separated by index and specification section.
- B. Source Data: For each product or system, list names, addresses, and telephone numbers of subcontractors and suppliers, including local source of supplies and replacement parts.
 - C. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
 - D. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use project record documents as maintenance drawings.
 - E. Typed Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.

3.06 OPERATIONS AND MAINTENANCE DATA FOR MATERIALS AND FINISHES

- A. For each product, applied material, and finish:
 1. Product data, with catalog number, size, composition, and color and texture designations.
 2. Information for re-ordering custom manufactured products.
- B. Instructions for Care and Maintenance: Manufacturer's recommendations for cleaning agents and methods, precautions against detrimental cleaning agents and methods, and recommended schedule for cleaning and maintenance.
- C. Moisture protection and weather-exposed products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.
- D. Additional information as specified in individual product specification sections.
- E. Where additional instructions are required, beyond the manufacturer's standard printed instructions, have instructions prepared by personnel experienced in the operation and maintenance of the specified products.

3.07 OPERATION AND MAINTENANCE DATA FOR EQUIPMENT AND SYSTEMS

- A. For each item of equipment and each system:
 1. Description of unit or system, and component parts
 2. Identify function, normal operating characteristics, and limiting conditions
 3. Include performance curves, with engineering data and tests
 4. Complete nomenclature and model number of replacement parts.
- B. Where additional instructions are required, beyond the manufacturer's standard printed instructions, have instructions prepared by personnel experienced in the operation and maintenance of the specified products.
- C. Panelboard Circuit Directories: Provide electrical service characteristics, controls, and communications; typed.
- D. Include color coded wiring diagrams as installed.
- E. Operating procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- F. Maintenance requirements: Include routine procedure and guide for preventative maintenance and troubleshooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- G. Provide servicing and lubrication schedule and list of lubricants required.
- H. Include manufacturer's printed operation and maintenance instructions.
- I. Include sequence of operation by controls manufacturer.

- J. Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- K. Provide control diagrams by controls manufacturer as installed.
- L. Provide contractor's coordination drawings, with color coded piping diagrams as installed.
- M. Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- N. Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- O. Include test and balancing reports.
- P. Additional requirements: As specified in individual specification sections.

3.08 TRAINING

- A. Demonstrate operations of systems, subsystems, and equipment.
- B. Train in operation and maintenance of systems, subsystems, and equipment
- C. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.
- D. Submit written agenda to Construction Manager for approval prior to scheduling training.
- E. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.

3.09 FINAL COMPLETION

- A. A final completion checklist is attached for reference following this specification section.
- B. Before requesting final inspection for determining date of Final Completion, complete the following:
 - 1. Complete punch list items.
 - 2. Prepare and submit project record documents, operation and maintenance manuals, damage or settlement surveys, and similar final record information.
 - 3. Deliver tools, spare parts, extra materials, and similar items to location designated by owner. Label with manufacturer's name and model number where applicable.
 - 4. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.
 - 5. All trailers, construction signs, unused, broken or demolition materials have been removed from the site and the premises returned to the original condition in the opinion of the Owner and Design Professional.
 - 6. Submit a final Application for Payment (retainage).
- C. Upon receipt of final payment complete final completion certificate in Procore.

END OF SECTION

Substantial Completion Project Checklist

Date: _____

DAS Project Number: _____

Project Title: _____

Location: _____

Contractor: _____

In order to process the 99% payment (100% pay app less closeout and retainage) on a Capital Project, the Department of Administrative Services needs the following information. Please complete this form and obtain the necessary documents.

Have all state inspections been completed and documentation uploaded to Procore?
(Including but not limited to the following inspections)

Boiler Inspection ☐ Yes ☐ No ☐ N/A

Water Heater Inspection ☐ Yes ☐ No ☐ N/A

Energy Code Inspection ☐ Yes ☐ No ☐ N/A

Building Code Inspection ☐ Yes ☐ No ☐ N/A

Electrical Inspection ☐ Yes ☐ No ☐ N/A

Elevator Inspection ☐ Yes ☐ No ☐ N/A

Other: _____ ☐ Yes ☐ No ☐ N/A

☐ Occupancy Permit if applicable

☐ Test and Balance has been performed

☐ Certificate of Substantial Completion in Procore (Consensus Docs 814)

Are there any disputes with the above mentioned vendor which need resolution?

☐ Yes (provide description below) ☐ No

Can payment (less closeout and retainage) be released? ☐ Yes ☐ No

Final Completion Project Checklist

Date: _____

DAS Project Number: _____

Project Title: _____

Location: _____

Contractor: _____

In order to process the 100% payment and Retainage payment on a Capital Project, the Department of Administrative Services needs the following information. Please complete this form and obtain the necessary documents.

Have all Warranties been received? ☐ Yes ☐ No

Have the Operations and Maintenance Manuals been received? ☐ Yes ☐ No

Who is in possession of the O & M Manuals? _____

Has all training been completed? ☐ Yes ☐ No

Have all as-built drawings been scanned and uploaded into Procore? ☐ Yes ☐ No

Have electronic drawing/specification files been transferred to DAS? ☐ Yes ☐ No

Have all Test & Balance reports been received? ☐ Yes ☐ No

Have all punchlist items been corrected? ☐ Yes ☐ No

☐ **573 Notification** (*To be obtained from the general contractor*): Copy of general contractor's notification of application for retainage to all subcontractors and suppliers. General contractor must follow IAC 26 section 23.13.2.

☐ **AIA Form G706 – Contractor's Affidavit of Payment of Debts and Claims**

☐ **AIA Form G706A – Contractor's Affidavit of Release of Liens**

☐ **AIA Form G707 – Consent of Surety Company to Final Payment**

☐ Certificate of Final Completion in Procore (Consensus Docs 815)

Are there any disputes with the above mentioned vendor which need resolution?

☐ Yes (provide description below) ☐ No

Can 100% payment and retainage payment be released? ☐ Yes ☐ No

SECTION 024100

SECTION 024100 DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Selective demolition of building elements for alteration purposes.

1.02 DEFINITIONS

- A. Demolish: Dismantle, raze, destroy, or wreck any building or structure or any part thereof.
- B. Remove: Detach or dismantle items from existing construction and dispose of them off site, unless items are indicated to be salvaged or reinstalled.
- C. Remove and Reinstall: Detach or dismantle items from existing construction in a manner to prevent damage. Clean and prepare for reuse and reinstall where indicated.
- D. Existing to Remain: Designation for existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.

PART 3 EXECUTION

2.01 DEMOLITION

- A. Remove other items indicated, for salvage, relocation, recycling, and demolition.

2.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

- A. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
 - 1. Obtain required permits.
 - 2. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
 - 3. Provide, erect, and maintain temporary barriers and security devices.
 - 4. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
 - 5. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
 - 6. Do not close or obstruct roadways or sidewalks without permits from authority having jurisdiction.
 - 7. Conduct operations to minimize obstruction of public and private entrances and exits. Do not obstruct required exits at any time. Protect persons using entrances and exits from removal operations.
 - 8. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon, or limit access to their property.
- B. Do not begin removal until receipt of notification to proceed from DAS.
- C. Protect existing structures and other elements to remain in place and not removed.
 - 1. Provide bracing and shoring.
 - 2. Prevent movement or settlement of adjacent structures.
 - 3. Stop work immediately if adjacent structures appear to be in danger.
- D. Hazardous Materials:
 - 1. If hazardous materials are discovered during removal operations, stop work and notify Architect and DAS; hazardous materials include regulated asbestos containing materials, lead, PCBs, and mercury.

2.03 EXISTING UTILITIES

- A. Coordinate work with utility companies. Notify utilities before starting work, comply with their requirements, and obtain required permits.

SECTION 024100

- B. Protect existing utilities to remain from damage.
- C. Do not disrupt public utilities without permit from authority having jurisdiction.
- D. Do not close, shut off, or disrupt existing life safety systems that are in use without at least 7 days prior written notification to DAS.
- E. Do not close, shut off, or disrupt existing utility branches or take-offs that are in use without at least 3 days prior written notification to DAS.
- F. Locate and mark utilities to remain; mark using highly visible tags or flags, with identification of utility type; protect from damage due to subsequent construction, using substantial barricades if necessary.
- G. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.

2.04 SELECTIVE DEMOLITION FOR ALTERATIONS

- A. Existing construction and utilities indicated on drawings are based on casual field observation and existing record documents only.
 - 1. Verify construction and utility arrangements are as indicated.
 - 2. Report discrepancies to Architect before disturbing existing installation.
 - 3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.
- B. Separate areas in which demolition is being conducted from areas that remain occupied.
 - 1. Provide, erect, and maintain temporary dustproof partitions of construction _____ in locations indicated on drawings.
- C. Maintain weatherproof exterior building enclosure, except for interruptions required for replacement or modifications; prevent water and humidity damage.
- D. Remove existing work as indicated and required to accomplish new work.
 - 1. Remove items indicated on drawings.
- E. Services including, but not limited to, HVAC, Plumbing, Fire Protection, Electrical, and Telecommunications: Remove existing systems and equipment as indicated.
 - 1. Maintain existing active systems to remain in operation, and maintain access to equipment and operational components.
 - 2. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
 - 3. Verify that abandoned services serve only abandoned facilities before removal.
 - 4. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings. Remove back to source of supply where possible, otherwise cap stub and tag with identification.
- F. Protect existing work to remain.
 - 1. Prevent movement of structure. Provide shoring and bracing as required.
 - 2. Perform cutting to accomplish removal work neatly and as specified for cutting new work.
 - 3. Repair adjacent construction and finishes damaged during removal work.
 - 4. Patch to match new work.

2.05 DEBRIS AND WASTE REMOVAL

- A. Remove debris, junk, and trash from site.
- B. Leave site in clean condition, ready for subsequent work.
- C. Clean up spillage and wind-blown debris from public and private lands.

END OF SECTION 024100

SECTION 061053

SECTION 061053 MISCELLANEOUS ROUGH CARPENTRY

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Fire-retardant treatment (FRT).
- B. Concealed wood blocking, nailers, and supports.

1.02 REFERENCE STANDARDS

- A. ASTM A153/A153M - Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware; 2023.
- B. AWPA U1 - Use Category System: User Specification for Treated Wood; 2025.
- C. ITS (DIR) - Directory of Listed Products; Current Edition.
- D. PS 20 - American Softwood Lumber Standard; 2025.
- E. UL (DIR) - Online Certifications Directory; Current Edition.

1.03 SUBMITTALS

- A. Product Data:
 - 1. Fire-retardant treatment.

PART 2 PRODUCTS

2.01 GENERAL REQUIREMENTS

- A. Dimension Lumber: Comply with PS 20 and requirements of specified grading agencies.
 - 1. Grading Agency: Grading agency whose rules are approved by the Board of Review, American Lumber Standard Committee (www.alsc.org), and that provides grading service for species and grade specified. Provide lumber stamped with grade mark unless otherwise indicated.

2.02 DIMENSION LUMBER

- A. Sizes: Nominal sizes as indicated on drawings, S4S.
- B. Moisture Content: S-dry or MC19.
- C. Miscellaneous Framing, Blocking, Nailers, Grounds, and Furring:
 - 1. Lumber: S4S, No.2 or Standard Grade.
 - 2. Boards: Standard or No.3.

2.03 FIRE-RETARDANT TREATMENT (FRT)

- A. Provide factory-treated wood members in accordance with AWPA U1 and use category indicated.
- B. Fire-Retardant Treatment: Interior Type A, Use Category UCFA (LT), Low-Temperature (low hygroscopic).
- C. Kiln-dry after treatment (KDAT) to maximum moisture content of 19 percent for sawn material and 15 percent for plywood.
- D. Fabrication of FRT Wood:
 - 1. Ripping or milling of boards, lumber, and timber after treatment is not permitted.
 - 2. Field cutting to length and drilling of holes in boards, lumber, and timber are permitted without additional treatment.
 - 3. Field cutting and drilling of holes in plywood are permitted.
- E. Label or brand FRT wood with classification mark of UL (DIR) or ITS (DIR) or other approved inspection agency, the treatment plant, name of treatment, species of wood, flame spread and smoke-developed indexes, method of drying after treatment, and treating standard.

2.04 ACCESSORIES

SECTION 061053

- A. Metal and Finish of Fasteners:
 - 1. Fire-Retardant-Treated Wood:
 - a. Nails, timber rivets, wood screws, and lag screws: Hot-dip galvanized steel complying with ASTM A153/A153M Class D.
 - 2. Untreated Wood: Unfinished steel.

PART 3 EXECUTION

3.01 INSTALLATION - GENERAL

- A. Select material sizes to minimize waste.
- B. Reuse scrap to greatest extent possible; clearly separate scrap for use on-site as accessory components, including shims, bracing, and blocking.

3.02 BLOCKING, NAILERS, AND SUPPORTS

- A. Provide framing and blocking members as indicated or as required to support finishes, fixtures, specialty items, and trim.
- B. In metal stud walls, provide continuous blocking around door and window openings for anchorage of frames, securely attached to stud framing.
- C. In walls, provide blocking attached to studs as backing and support for wall-mounted items unless item can be securely fastened to two or more studs or another method of support is explicitly indicated.
- D. Provide the following specific nonstructural framing and blocking:
 - 1. Cabinets and shelf supports.
 - 2. Grab bars.
 - 3. Towel and bath accessories.
 - 4. Wall-mounted door stops.

END OF SECTION 061053

SECTION 064100

SECTION 064100 ARCHITECTURAL WOOD CASEWORK

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Wood casework with laminate cladding.
- B. Shop finishing.
- C. Cabinet and drawer hardware.
- D. Solid surface countertops

1.02 ABBREVIATIONS AND ACRONYMS

- A. AWI: Architectural Woodwork Institute.
- B. MDF: Medium-density fiberboard.
- C. TFL: Thermally-fused laminate.

1.03 REFERENCE STANDARDS

- A. ANSI/AWI 0400 - Factory Finishing; 2022.
- B. ANSI/AWI 0620 - Finish Carpentry/Installation; 2018.
- C. ANSI/AWI 0641 - Architectural Wood Casework; 2019.
- D. AWI 200 - Care and Storage; 2018.
- E. AWI 300 - Materials; 2018.
- F. BHMA A156.9 - Cabinet Hardware; 2020.
- G. PS 1 - Structural Plywood; 2023.

1.04 SUBMITTALS

- A. Product Data for Wood Casework for Transparent Finish: Submit manufacturer's published, product descriptive data.
 - 1. Panel Cores for HPDL Panels: For each type, include thickness.
 - 2. HPDL Laminates: For each type, indicate description, thickness, and color.
 - 3. Laminate Edgebanding: For each type, indicate thickness.
 - 4. Transparent Finish Systems: For each system, include manufacturer's name.
- B. Shop Drawings:
 - 1. Plans and Elevations: Plan and elevation views of each assembly type.
 - a. Include rough opening dimensions and casework assembly dimensions

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products in original packaging materials bearing product identification.
- B. Store products prior to installation on flat, level, clean surfaces; elevate products above floors and protect from sunlight.

PART 2 PRODUCTS

2.01 ARCHITECTURAL WOOD CASEWORK

- A. Casework Finish: Wood casework with laminate cladding.
- B. Provide casework and casework components in sizes and profiles as indicated on drawings.
- C. Adjustable Shelves, Number of Shelves Per Cabinet Unit:
 - 1. Base Cabinets: One shelf for each cabinet unit.
 - 2. Wall Cabinets: Two shelves for each cabinet unit.

2.02 PERFORMANCE REQUIREMENTS

- A. Architectural Woodwork Institute (AWI) Performance Requirements:

SECTION 064100

1. Comply with AWI 300, ANSI/AWI 0641, ANSI/AWI 0400, and ANSI/AWI 0620 as applicable for specified casework finish, aesthetic grade, and performance duty level.
 - a. Product Performance Duty Level: Duty Level 3.
2. Panel and Material Thicknesses: Provide panels and materials as required to meet specified performance duty level, subject to minimum thickness requirements of AWI 300 and ANSI/AWI 0641 and flatness requirements indicated below.
3. Panel Flatness: Provide panels with maximum variation from flat in 12 inches (300 mm) as measured diagonally across panel.
4. Cabinet Door Flatness:
 - a. Provide cabinet doors with 1/4 inch (6.4 mm) maximum variation from flat.

2.03 WOOD CASEWORK WITH LAMINATE CLADDING

- A. Casework Construction:
 1. Frameless Cabinet and Door Interface: Flush overlay.
 2. Door and Drawer Front Profile: Flush.
- B. Wood Drawer Boxes with Laminate Cladding:
 1. Cladding: HPDL.
- C. Custom Grade - Laminate-Clad Wood Casework:
 1. Exposed Exterior Surfaces, Panels to Receive Laminate Cladding:
 - a. HPDL Panels; Surface Finish: Basis of Design: Wilsonart Monticello Maple 7925-38 or Owner Approved Equal..
 2. Exposed Interior Surfaces at Door and Drawer Fronts:
 - a. Same laminate materials and thicknesses as exposed exterior surfaces.
 - 1) Color to match exposed interior or face.
 3. Exposed Interior Surfaces Except Door and Drawer Front Surfaces:
 - a. HPDL: Compatible laminate in color and pattern to exposed exterior surfaces.
 4. Semi-Exposed Surfaces; Panels to Receive Laminate Cladding:
 - a. Fabricator's Option:
 - 1) HPDL Panels; Surface Finish: As specified.
- D. Edgebanding Applications for Laminate-Clad Wood Casework:
 1. Drawer Box Top Edges:
- E. Edgebanding Materials for Laminate-Clad Wood Casework:
 1. Thickness: 0.02 inch (0.50 mm) minimum; 0.12 inch (3.0 mm) maximum.
 2. Materials: Edgebanding at option of fabricator.

2.04 PANEL CORES

- A. Medium Density Overlay (MDO):
 1. Description: General plywood with thermosetting phenolic resin impregnated cellulose-fiber sheets bonded to both working faces for balanced construction; comply with PS 1 for MDO General.

2.05 CONCEALED CABINET BASE COMPONENTS

- A. Cabinet Base Toe-Kick Subfronts:
 1. Materials: Plywood.
- B. Cabinet Base Blocking and Stretchers:
 1. Materials: Plywood.
 2. Height Above Subfloor: 4 inches (100 mm).
- C. Cabinet Base Sleepers:
 1. Materials and Size: Fabricator's choice subject to requirements of ANSI/AWI 0641.
 2. Materials: Plywood.
 3. Height Above Subfloor: 4 inches (100 mm).

2.06 WOOD AND WOOD-BASED MATERIALS

SECTION 064100

- A. AWI 200 Wood Moisture Content Requirements:
- B. Plywood: Comply with PS 1.

2.07 CABINET AND DRAWER HARDWARE

- A. Hinges, Number of Hinges for Each Cabinet Door:
 - 1. Door Heights Under 48 inches (1200 mm): Not less than two hinges per door.
- B. Hinges, Self-Closing, Integrated Damper Hinges:
 - 1. Description: Self-closing hinges with integrated damper mechanisms.
 - 2. Features: Provide soft-closing integrated damper hinges.
 - 3. Opening Range: Between 115 to 150 to degrees.
 - 4. Material and Finish: Satin anodized aluminum.
- C. Cabinet Door Pulls:
 - 1. Description: Surface-mounted pulls.
 - 2. Provide one pull for each drawer 24 inches (610 mm) or less in width.
 - 3. Design: U-shape wire pulls.
 - 4. Length: 4 inches (100 mm).
 - 5. Material and Finish: Satin anodized aluminum.
- D. Cabinet Door and Drawer Knobs:
 - 1. Description: Projecting metal shape used to operate door or drawer.
 - 2. Provide one knob for each swinging door.
- E. Adjustable Shelf Support Systems, Standards and Shelf Rests:
 - 1. Description: Slotted vertical standards with shelf rests for supporting shelves; standards mounted in evenly spaced, cleanly bored holes.
 - 2. Load Capacity: 300 lb (136 kg) minimum, per pair of standards and brackets.
 - 3. Adjustment Increment: 1-1/4 inches (32 mm).
 - 4. Material and Finish: Satin stainless steel.
- F. Drawer Slides:
 - 1. Description: Hardware units that suspend drawers and provide controlled drawer sliding.
 - 2. Comply with BHMA A156.9, Standard Duty Grade 1.
 - 3. Features: Soft-closing.
 - 4. Travel: Full extension.
 - 5. Material and Finish: Satin anodized aluminum.

2.08 ACCESSORIES

- A. Fasteners: Size and type to suit application.
- B. Concealed Joint Fasteners: Threaded steel.
- C. Bolts, Nuts, Washers, Lags, Pins, and Screws: Of size and type to suit application; galvanized or chrome-plated finish in concealed locations and stainless steel or chrome-plated finish in exposed locations.
- D. Adhesives: Type recommended by fabricator to suit application.

2.09 FABRICATION

- A. Shop-fabricate casework to dimensions, profiles, and details indicated on drawings.
- B. Fabricate to maximum extents plausible, including doors, drawers, and hardware; fabricate units in sizes transportable through building openings.
- C. Wood Casework with Laminate Cladding: Apply laminates in full uninterrupted sheets consistent with manufactured sizes. Fit corners and joints hairline.
- D. Edgebanding: Apply where specified; do not use more than one piece for any single length.
- E. Hardware: Install hardware in accordance with hardware manufacturer's written instructions; use fasteners supplied by hardware manufacturer.

2.10 COUNTERTOPS

- A. Quality Standard: Custom Grade, in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS), unless noted otherwise.
- B. Plastic Laminate Countertops: High-pressure decorative laminate (HPDL) sheet bonded to substrate (All Areas except Bathrooms)
 - 1. Laminate Sheet: ISO 4586-2, Grade HGS, 0.031 inch (0.8 mm) nominal thickness.
 - 2. Exposed Edge Treatment: Square, substrate built up to minimum 1-1/4 inch (32 mm) thick; covered with matching laminate.
- C. Solid Surfacing Countertops: Solid surfacing sheet or plastic resin casting over continuous substrate (Bathroom Only).
 - 1. Flat Sheet Thickness: 1/2 inch (12 mm), minimum.
 - 2. Solid Surfacing Sheet and Plastic Resin Castings: Complying with ISFA 2-01 and NEMA LD 3; acrylic or polyester resin, mineral filler, and pigments; homogenous, non-porous and capable of being worked and repaired using standard woodworking tools; no surface coating; color and pattern consistent throughout thickness.
 - 3. Finish on Exposed Surfaces: Matte, gloss rating of 5 to 20.
 - 4. Color/Pattern Family: Solid color, light colors.
 - 5. Exposed Edge Treatment: Built up to minimum 1-1/4 inch (32 mm) thick; square edge; use marine edge at sinks.
 - 6. Back and End Splashes: Same sheet material, square top; minimum 4 inches (102 mm) high.
 - 7. Fabricate in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS), Section 11 - Countertops, Premium Grade.

2.11 SHOP FINISHING

- A. Surface Preparation: Comply with:
 - 1. ANSI/AWI 0400 for specified aesthetic grade.
- B. Shop Finishing: Shop finish architectural wood casework.
 - 1. Comply with ANSI/AWI 0400 for specified aesthetic grade.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify casework and materials required for installation have been delivered, handled and stored as specified.
- B. Verify wood blocking that provides casework backing is installed as indicated on drawings.
- C. Verify location and sizes of rough-in plumbing and rough-in electrical associated with work of this section.
- D. Verify location and sizes of cutouts for appliances and special equipment to be mounted in or adjacent to casework.

3.02 INSTALLATION

- A. Install work of this section rigid, plumb, and level and in accordance with fabricator's documented instructions; secure casework as indicated on drawings.
- B. Install cabinet hardware in accordance with hardware manufacturer's documented instructions using hardware manufacturer's furnished fasteners.

3.03 TOLERANCES

- A. Maximum Variation From Plumb: 1/8 inch in 96 inches (3.2 mm in 2440 mm).
- B. Maximum Variation From Level: 1/8 inch in 96 inches (3.2 mm in 2440 mm).

3.04 ADJUSTING

SECTION 064100

- A. Adjust hardware for smooth operation in accordance with hardware manufacturer's documented instructions.

3.05 PROTECTION

- A. Protect installed casework from subsequent construction operations.

SECTION 081213

SECTION 081213 HOLLOW METAL FRAMES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Non-fire-rated hollow metal frames for non-hollow metal doors.

1.02 RELATED REQUIREMENTS

- A. Section 081416 - Flush Wood Doors: Non-hollow metal door for hollow metal frames.
- B. Section 087100 - Door Hardware: Hardware, silencers, and weatherstripping.
- C. Section 099123 - Interior Painting: Field painting.

1.03 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. ANSI/SDI A250.4 - Test Procedure and Acceptance Criteria for Physical Endurance for Steel Doors, Frames and Frame Anchors; 2024.
- C. ANSI/SDI A250.8 - Specifications for Standard Steel Doors and Frames (SDI-100); 2023.
- D. ANSI/SDI A250.10 - Test Procedure and Acceptance Criteria for Prime Painted Steel Surfaces for Steel Doors and Frames; 2025.
- E. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2025.
- F. ASTM A1008/A1008M - Standard Specification for Steel, Sheet, Cold-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, Required Hardness, Solution Hardened, and Bake Hardenable; 2024.
- G. ASTM A1011/A1011M - Standard Specification for Steel, Sheet and Strip, Hot-Rolled, Carbon, Structural, High-Strength Low-Alloy, High-Strength Low-Alloy with Improved Formability, and Ultra-High Strength; 2023.
- H. BHMA A156.115 - Hardware Preparation in Steel Doors and Frames; 2016.
- I. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2017.
- J. NAAMM HMMA 830 - Hardware Selection for Hollow Metal Doors and Frames; 2002.
- K. NAAMM HMMA 831 - Hardware Locations for Hollow Metal Doors and Frames; 2024.

1.04 SUBMITTALS

- A. Product Data: Materials and details of design and construction, hardware locations, reinforcement type and locations, anchorage and fastening methods, and finishes; and one copy of referenced grade standard.
- B. Shop Drawings: Details of each opening, showing elevations, glazing, frame profiles, and identifying location of different finishes, if any.
- C. Manufacturer's qualification statement.

1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section, with not less than three years of documented experience.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Hollow Metal Frames with Integral Casings:
 - 1. Ceco Door, an Assa Abloy Group company; ____: www.assaabloydss.com/#sle.
 - 2. Curries, an Assa Abloy Group company; ____: www.assaabloydss.com/#sle.
 - 3. Republic Doors, an Allegion brand; ____: www.republicdoor.com/#sle.

SECTION 081213

4. Steelcraft, an Allegion brand; ____: www.allegion.com/#sle.
5. Substitutions: Architect Pre-Approved Equal.

2.02 PERFORMANCE REQUIREMENTS

- A. Door Frame Type: Provide hollow metal door frames with integral casings.
 1. Interior Doors: Use frames with integral casings.
- B. Steel Sheet: Comply with one or more of the following requirements; galvanized steel complying with ASTM A653/A653M, cold-rolled steel complying with ASTM A1008/A1008M, or hot-rolled pickled and oiled (HRPO) steel complying with ASTM A1011/A1011M, commercial steel (CS) Type B, for each.
- C. Accessibility: Comply with ICC A117.1 and ADA Standards.
- D. Combined Requirements: If a particular door and frame unit is indicated to comply with more than one type of requirement, comply with the specified requirements for each type; for instance, an exterior frame that is also indicated as being sound-rated must comply with the requirements specified for exterior frames and for sound-rated frames; where two requirements conflict, comply with the most stringent.
- E. Hardware Preparations, Selections and Locations: Comply with BHMA A156.115, NAAMM HMMA 830, NAAMM HMMA 831 or ANSI/SDI A250.8 (SDI-100) in accordance with specified requirements.

2.03 HOLLOW METAL DOOR FRAMES WITH INTEGRAL CASINGS

- A. Frame Finish: Factory primed and field finished.
- B. Interior Door Frames, Non-Fire Rated: Full profile/continuously welded type.
 1. Based on SDI Standards: ANSI/SDI A250.8 (SDI-100).
 - a. Level 2 - Heavy-duty.
 - b. Physical Performance Level B, 500,000 cycles; in accordance with ANSI/SDI A250.4.
 - c. Frame Metal Thickness: 16 gauge, 0.053 inch (1.3 mm), minimum.

2.04 FINISHES

- A. Primer: Rust-inhibiting, complying with ANSI/SDI A250.10, door manufacturer's standard.

2.05 ACCESSORIES

- A. Silencers: Resilient rubber, fitted into drilled hole; provide three on strike side of single door, three on center mullion of pairs, and two on head of pairs without center mullions.
- B. Electric Strikes: Prepare frame to receive electric strike as specified in section 087100

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify that opening sizes and tolerances are acceptable.
- C. Verify that finished walls are in plane to ensure proper door alignment.

3.02 INSTALLATION

- A. Install frames in accordance with manufacturer's instructions and related requirements of specified frame standards or custom guidelines indicated.
- B. Coordinate frame anchor placement with wall construction.
- C. Install door hardware as specified in Section 087100.
- D. Coordinate installation of electrical connections to electrical hardware items.

END OF SECTION 081213

SECTION 081416

SECTION 081416 FLUSH WOOD DOORS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Flush wood doors; flush and flush glazed configuration; fire-rated and non-rated.

1.02 RELATED REQUIREMENTS

- A. Section 081113 - Hollow Metal Doors and Frames.
- B. Section 088000 - Glazing.

1.03 REFERENCE STANDARDS

- A. 16 CFR 1201 - Safety Standard for Architectural Glazing Materials; Current Edition.
- B. AWI/AWMAC/WI (AWS) - Architectural Woodwork Standards, 2nd Edition; 2014, with Errata (2016).
- C. AWMAC/WI (NAAWS) - North American Architectural Woodwork Standards; 2021, with Errata.
- D. UL 10C - Standard for Positive Pressure Fire Tests of Door Assemblies; Current Edition, Including All Revisions.

1.04 SUBMITTALS

- A. Product Data: Indicate door core materials and construction; veneer species, type and characteristics.
- B. Shop Drawings: Show doors and frames, elevations, sizes, types, swings, undercuts, beveling, blocking for hardware, factory machining, factory finishing, cutouts for glazing and other details.
- C. Samples: Submit two samples of door veneer, 4"x4" in size illustrating wood grain, stain color, and sheen.

1.05 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section, with not less than three years of documented experience.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Wood Veneer Faced Doors:
 - 1. Horton Automatics, a division of Overhead Door Corporation; FlexBarn: www.overheaddoor.com/#sle.
 - 2. Vancouver Architectural Doors; A-Series Agrifiber Core 520A/530A: vancouverdoorco.com/#sle.
 - 3. VT Industries, Inc; ____: www.vtindustries.com/#sle.
 - 4. Substitutions: Architect Pre-Approved Equal.

2.02 DOORS AND PANELS

- A. Doors: See drawings for locations and additional requirements.
 - 1. Wood Veneer Faced Doors: 5-ply unless otherwise indicated.
- B. Interior Doors: 1-3/4 inches (44 mm) thick unless otherwise indicated; flush construction.
 - 1. Provide solid core doors at each location.
 - 2. Fire Rated Doors: Tested to 20 minutes in accordance with UL 10C - Positive Pressure; Underwriters Laboratories Inc (UL) or Intertek/Warnock Hersey (WHI) labeled without any visible seals when door is open.
 - 3. Wood veneer facing with factory transparent finish.

2.03 DOOR AND PANEL CORES

SECTION 081416

- A. Non-Rated Solid Core and 20 Minute Rated Doors: Type particleboard core (PC), plies and faces as indicated.
- B. Fire-Rated Doors: Mineral core type, with fire resistant composite core (FD), plies and faces as indicated above; with core blocking as required to provide adequate anchorage of hardware without through-bolting.

2.04 DOOR FACINGS

- A. Veneer Facing for Transparent Finish: White birch, veneer grade in accordance with quality standard indicated, plain sliced (flat cut), with book match between leaves of veneer, running match of spliced veneer leaves assembled on door or panel face.
 - 1. Vertical Edges: Any option allowed by quality standard for grade.
- B. Facing Adhesive: Type I - waterproof.

2.05 DOOR CONSTRUCTION

- A. Fabricate doors in accordance with door quality standard specified.
- B. Cores Constructed with stiles and rails:
- C. Glazed Openings: Non-removable stops on non-secure side; sizes and configurations as indicated on drawings.
 - 1. Max 100 sq in glazing in 20 min rated doors.
- D. Factory machine doors for hardware other than surface-mounted hardware, in accordance with hardware requirements and dimensions.
- E. Factory fit doors for frame opening dimensions identified on shop drawings, with edge clearances in accordance with specified quality standard.
- F. Provide edge clearances in accordance with the quality standard specified.

2.06 FINISHES - WOOD VENEER DOORS

- A. Finish work in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS), Section 5 - Finishing for grade specified and as follows:
 - 1. Transparent:
 - a. System - 1, Lacquer, Nitrocellulose.
 - b. Sheen: Flat.

2.07 ACCESSORIES

- A. Hollow Metal Door Frames: See Section 081213.
- B. Glazed Openings:
 - 1. Fire-Protection-Rated Glass: Safety Certification, 16 CFR 1201, Category II.
 - 2. Glazing: Single vision units, 1/4 inch (6.4 mm) thick glass.
 - 3. Tint: Clear.
- C. Glazing Stops: Wood, of same species as door facing, butted corners; prepared for countersink style tamper proof screws.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify that opening sizes and tolerances are acceptable.
- C. Do not install doors in frame openings that are not plumb or are out-of-tolerance for size or alignment.

3.02 INSTALLATION

- A. Install doors in accordance with manufacturer's instructions and specified quality standard.
- B. Factory-Finished Doors: Do not field cut or trim; if fit or clearance is not correct, replace door.

SECTION 081416

- C. Use machine tools to cut or drill for hardware.
- D. Coordinate installation of doors with installation of frames and hardware.
- E. Coordinate installation of glazing.

3.03 TOLERANCES

- A. Comply with specified quality standard for fit and clearance tolerances.
- B. Comply with specified quality standard for telegraphing, warp, and squareness.

3.04 ADJUSTING

- A. Adjust doors for smooth and balanced door movement.
- B. Adjust closers for full closure.

END OF SECTION 081416

**SECTION 085659
SERVICE AND TELLER WINDOW UNITS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Service and teller window units with pass-through device.

1.02 SUBMITTALS

- A. Product Data: Submit manufacturer's product data for specified products indicating materials, operation, glazing, finishes, and installation instructions.
- B. Shop Drawings: Indicate configuration, sizes, rough-in, mounting, anchors and fasteners, and installation clearances.
- C. Manufacturer Qualification Statement.
- D. Warranty: Submit manufacturer warranty and ensure that forms have been completed in DAS's name and registered with manufacturer.

1.03 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section with at least ten years documented experience, and with ability to provide test reports showing that their standard manufactured products meet the specified requirements.

1.04 WARRANTY

- A. Provide manufacturer's warranty agreeing to repair or replace units and their components that fail in materials or workmanship within five years from Date of Substantial Completion.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Service and Teller Window Units:
 - 1. Quikserv; ____: www.quikserv.com/#sle.
 - a. Basis of Design - 36"x36" Ticket/Teller Window with Speak Thru (TI-3636)
 - 2. Ready Access, Inc; ____: www.ready-access.com/#sle.
 - a. Basis of Design - 36"x36" 503 Value Ticket/Teller/Cashier Window with Deal Tray Shelf
 - 3. Substitutions: Architect Pre-Approved Equal

2.02 SERVICE AND TELLER WINDOW UNITS WITH PASS-THROUGH DEVICE

- A. Location: Built within interior wall, as indicated on drawings.
- B. Type of Use: Walk-up.
- C. Window Type: Fixed.
 - 1. Overall Window Frame Size: 36 inch wide by 36 inch high (914.4 m wide by 914.4 m high).
 - 2. Frame Material: Aluminum.
- D. Glazing: Single (monolithic), clear.
- E. Pass-Through Device: Deal Tray Built Into Window Sill.
- F. Communication: Standard talk-through portal.

2.03 ASSEMBLY COMPONENTS

- A. Windows: Factory-fabricated, finished, and glazed, with extruded aluminum frame and glazing stops; complete with hardware and anchors.
 - 1. Provide window units that are re-glazable from the secure side without dismantling the non-secure side of framing.
 - 2. Rigidly fit and secure joints and corners with internal reinforcement. Make joints and connections flush, hairline, and weatherproof. Fully weld corners.

SECTION 085659

3. Apply factory finish to exposed surfaces.
- B. Deal Tray: Integral with window sill.
 1. Material: One piece stainless steel tray construction, 18 gauge, 0.0500 inch (1.27 mm) minimum thickness.
 2. Overall Size with Curved Tray Bottom: 8 inch deep by 11-1/2 inch wide (203 mm deep by 292 mm wide).

2.04 ACCESSORIES

- A. Speak-Through Portal: Heavy duty, non-electric, stainless steel unit.

PART 3 EXECUTION

3.01 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install units in correct orientation (inside/outside or secure/non-secure).
- C. Anchor units securely in manner so as to achieve performance specified.

END OF SECTION 085659

SECTION 087100

SECTION 087100 DOOR HARDWARE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Hardware for wood doors.
- B. Electrically operated and controlled hardware.

1.02 RELATED REQUIREMENTS

- A. Section 081213 - Hollow Metal Frames.
- B. Section 081416 - Flush Wood Doors.

1.03 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. BHMA A156.1 - Standard for Butts and Hinges; 2021.
- C. BHMA A156.4 - Door Closers and Pivots; 2024.
- D. BHMA A156.6 - Standard for Architectural Door Trim; 2021.
- E. BHMA A156.7 - Template Hinge Dimensions; 2022.
- F. BHMA A156.8 - Door Controls - Overhead Stops and Holders; 2021.
- G. BHMA A156.13 - Mortise Locks and Latches; 2022.
- H. BHMA A156.16 - Standard for Auxiliary Hardware; 2023.
- I. BHMA A156.18 - Standard for Materials and Finishes; 2020.
- J. DHI (LOCS) - Recommended Locations for Architectural Hardware for Standard Steel Doors and Frames; 2004.
- K. DHI WDHS.3 - Recommended Locations for Architectural Hardware for Flush Wood Doors; 1993; also in WDHS-1/WDHS-5 Series, 1996.
- L. ICC A117.1 - Accessible and Usable Buildings and Facilities; 2017.
- M. NFPA 70 - National Electrical Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- N. UL (DIR) - Online Certifications Directory; Current Edition.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Coordinate the manufacture, fabrication, and installation of products that door hardware is installed on.
- B. Furnish templates for door and frame preparation to manufacturers and fabricators of products requiring internal reinforcement for door hardware.
- C. Keying Requirements Meeting:
 - 1. Attendance Required:
 - 2. Agenda:
 - 3. Incorporate "Keying Requirements Meeting" decisions into keying submittal upon review of door hardware keying system including, but not limited to, the following:
 - 4. Record minutes and distribute copies within two days after meeting to participants, with two copies to Architect, DAS, participants, and those affected by decisions made.
 - 5. Deliver established keying requirements to manufacturers.

1.05 SUBMITTALS

- A. Product Data: Manufacturer's catalog literature for each type of hardware, marked to clearly show products to be furnished for this project, and includes construction details, material descriptions, finishes, and dimensions and profiles of individual components.

SECTION 087100

- B. Shop Drawings - Door Hardware Schedule: Submit detailed listing that includes each item of hardware to be installed on each door. Use door numbering scheme as included in Contract Documents.
 - 1. Prepared by or under supervision of Architectural Hardware Consultant (AHC).
 - 2. Provide complete description for each door listed.
- C. Shop Drawings - Electrified Door Hardware: Submit diagrams for power, signal, and control wiring for electrified door hardware that include details of interface with building safety and security systems. Provide elevations and diagrams for each electrified door opening as follows:
 - 1. Prepared by or under supervision of Architectural Hardware Consultant (AHC) and Electrified Hardware Consultant (EHC).
 - 2. Elevations: Submit front and back elevations of each door opening showing electrified devices with connections installed and an operations narrative describing how opening operates from either side at any given time.
 - 3. Diagrams: Submit point-to-point wiring diagram that shows each device in door opening system with related colored wire connections to each device.
- D. Keying Schedule:
 - 1. Submit three (3) copies of Keying Schedule in compliance with requirements established during Keying Requirements Meeting unless otherwise indicated.

1.06 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section with minimum three years of documented experience.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. Package hardware items individually; label and identify each package with door opening code to match door hardware schedule.

PART 2 PRODUCTS

2.01 DESIGN AND PERFORMANCE CRITERIA

- A. Provide specified door hardware as required to make doors fully functional, compliant with applicable codes, and secure to extent indicated.
- B. Provide individual items of single type, of same model, and by same manufacturer.
- C. Provide door hardware products that comply with the following requirements:
 - 1. Applicable provisions of federal, state, and local codes.
 - 2. Accessibility: ADA Standards and ICC A117.1.
 - 3. Products Requiring Electrical Connection: Listed and classified by UL (DIR) as suitable for the purpose specified.
- D. Electrically Operated and/or Controlled Hardware: Coordinate with Owner's separately contracted access control vendor. Owner's vendor to provide necessary power supplies, power transfer hinges, relays, and interfaces as required for proper operation; provide wiring between hardware and control components and to building power connection in compliance with NFPA 70.

2.02 HINGES

- A. Hinges: Comply with BHMA A156.1, Grade 1.
 - 1. Butt Hinges: Comply with BHMA A156.1 and BHMA A156.7 for templated hinges.
 - a. Provide hinge width required to clear surrounding trim.
 - 2. Provide hinges on every swinging door.
 - 3. Provide ball-bearing hinges at each door with closer.
 - 4. Provide non-removable pins on exterior outswinging doors.
 - 5. Provide following quantity of butt hinges for each door:
 - a. Doors up to 60 inches (1.5 m) High: Two hinges.
 - b. Doors From 60 inches (1.5 m) High up to 90 inches (2.3 m) High: Three hinges.

2.03 ELECTRIC STRIKES

- A. Coordinate with Owner's separately contracted access control vendor.
 - 1. Basis of Design: Assa Abloy 5200 Series

2.04 ELECTROMAGNETIC LOCKS

- A. Coordinate with Owner's separately contracted access control vendor.

2.05 LOCK CYLINDERS

- A. Lock Cylinders: Provide key access on outside of each lock, unless otherwise indicated.
 - 1. Provide cylinders from same manufacturer as locking device.
 - 2. Contractor to provide cams and/or tailpieces as required for locking devices. Owner will pin contractor provided cores.
 - 3. Cylindrical locksets to be Sargent 10 line Storeroom cylindrical lock 28LC 10G04 LL 26D. No Substitutions unless owner preapproved.

2.06 MORTISE LOCKS

- A. Manufacturers:
 - 1. BEST, dormakaba Group; 45H Series: www.bestaccess.com/#sle with Medeco mortise 1-1/8" core of LFIC 31 Series core with housing. No substitutions unless owner preapproved.
 - 2. Substitutions: Architect Pre-Approved Equal.
- B. Mortise Locks: Comply with BHMA A156.13, Grade 1, Security, 1000 Series.
 - 1. Latchbolt Throw: 3/4 inch (19 mm), minimum.
 - 2. Deadbolt Throw: 1 inch (25.4 mm), minimum.
 - 3. Backset: 2-3/4 inch (70 mm) unless otherwise indicated.
 - 4. Strikes: Provide manufacturer's standard strike for each latchset or lockset with strike box and curved lip extending to protect frame in compliance with indicated requirements.
 - a. Finish: To match lock or latch.

2.07 DOOR PULLS AND PUSH PLATES

- A. Door Pulls and Push Plates: Comply with BHMA A156.6.
 - 1. Pull Type: Straight, unless otherwise indicated.
 - 2. Push Plate Type: Flat, with square corners, unless otherwise indicated.
 - a. Edges: Beveled, unless otherwise indicated.
 - 3. Material: Aluminum, unless otherwise indicated.
 - 4. On solid doors, provide matching door pull and push plate on opposite faces.

2.08 CLOSERS

- A. Closers: Comply with BHMA A156.4, Grade 1.
 - 1. Type: Surface mounted to door.
 - 2. Provide door closer on each exterior door.
 - 3. At corridor entry doors, mount closer on room side of door.
 - 4. At outswinging exterior doors, mount closer on interior side of door.

2.09 OVERHEAD STOPS AND HOLDERS

- A. Overhead Stops and Holders (Door Checks): Comply with BHMA A156.8, Grade 1.
 - 1. Provide stop for every swinging door, unless otherwise indicated.

2.10 KICK PLATES

- A. Kick Plates: Provide along bottom edge of push side of every door with closer, except aluminum storefront and glass entry doors, unless otherwise indicated.
 - 1. Size: 8 inch (203 mm) high by 2 inch (51 mm) less door width (LDW) on push side of door.

2.11 FLOOR STOPS

SECTION 087100

- A. Floor Stops: Comply with BHMA A156.16, Grade 1 and Resilient Material Retention Test as described in this standard.
 - 1. Type: Manual hold-open, with pencil floor stop.
 - 2. Material: Aluminum housing with rubber insert.

2.12 SIGNAGE

- A. Signage (Room Name Plates and Numbers): Provide on doors for individuals to easily identify room names and/or numbers.
 - 1. Text Required: Room Name and Number.
 - 2. Material: In plastic or metal with paint used to create necessary text, adhered to door.

2.13 SILENCERS

- A. Silencers: Provide at equal locations on door frame to mute sound of door's impact upon closing.
 - 1. Single Door: Provide three on strike jamb of frame.
 - 2. Pair of Doors: Provide two on head of frame, one for each door at latch side.
 - 3. Material: Rubber, gray color.

2.14 FINISHES

- A. Finishes: Provide door hardware of same finish, unless otherwise indicated.
 - 1. Primary Finish: 652; satin chromium plated over nickel, with steel base material (former US equivalent US26D); BHMA A156.18.
 - 2. Secondary Finish: 626; satin chromium plated over nickel, with brass or bronze base material (former US equivalent US26D); BHMA A156.18.
 - a. Use secondary finish in kitchens, bathrooms, and other spaces containing chrome or stainless steel finished appliances, fittings, and equipment; provide primary finish on one side of door and secondary finish on other side if necessary.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that doors and frames are ready to receive this work; labeled, fire-rated doors and frames are properly installed, and dimensions are as indicated on shop drawings.
- B. Verify that electric power is available to power operated devices and of correct characteristics.

3.02 INSTALLATION

- A. Install hardware in accordance with manufacturer's instructions and applicable codes.
- B. Use templates provided by hardware item manufacturer.
- C. Door Hardware Mounting Heights: Distance from finished floor to center line of hardware item. As indicated in following list; unless noted otherwise in Door Hardware Schedule or on drawings.
 - 1. For Steel Doors and Frames: Install in compliance with DHI (LOCS) recommendations.
 - 2. For Steel Door Frames: See Section 081213.
 - 3. For Wood Doors: Install in compliance with DHI WDHS.3 recommendations.
 - 4. Flush Wood Doors: See Section 081416.
 - 5. Mounting heights in compliance with ADA Standards:
 - a. Locksets: 40-5/16 inch (1024 mm).
 - b. Push Plates/Pull Bars: 42 inch (1067 mm).

3.03 ADJUSTING

- A. Adjust hardware for smooth operation.
- B. Adjust gasketing for complete, continuous seal; replace if unable to make complete seal.

3.04 CLEANING

SECTION 087100

- A. Clean finished hardware in accordance with manufacturer's written instructions after final adjustments have been made.

3.05 PROTECTION

- A. Do not permit adjacent work to damage hardware or finish.

3.06 DOOR HARDWARE SCHEDULE

- A. SET #01 - Interior Door, Access Control
 - 1. 3 HW Hinges
 - 2. 1 Mortise Storeroom Lockset
 - 3. 1 Electrified Strike (by others) Frame prep by GC
 - 4. 1 Closer
 - 5. 1 Kick Plate
 - 6. 3 Silencers
 - 7. 1 Room Number/Name Sign
- B. SET #02 - Interior Door Office Lockset
 - 1. 3 HW Hinges
 - 2. 1 Mortise Office Lockset
 - 3. 1 Kick Plate
 - 4. 3 Silencers
 - 5. 1 Sign
 - 6. 1 Floor Stop
- C. SET #03 - Existing Interior Door With New Access Control
 - 1. 1 Mortise Storeroom Lockset
 - 2. 1 Electrified Strike (by others)
- D. SET #04 - Not Used
- E. SET #05 - Interior Door Passage Lockset
 - 1. 3 HW Hinges
 - 2. 1 Mortise Passage Lockset
 - 3. 1 Kick Plate
 - 4. 3 Silencers
 - 5. 1 Sign
 - 6. 1 Floor Stop
- F. SET #06 - Interior Door Privacy Lockset
 - 1. 3 HW Hinges
 - 2. 1 Closer
 - 3. 1 Mortise Privacy Lockset
 - 4. 1 Kick Plate
 - 5. 3 Silencers
 - 6. 1 Sign (Restroom)

END OF SECTION 087100

SECTION 092116

SECTION 092116 GYPSUM BOARD ASSEMBLIES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Performance criteria for gypsum board assemblies.
- B. Metal stud wall framing.
- C. Metal Resilient Channels
- D. Acoustic insulation.
- E. Gypsum wallboard.
- F. Joint treatment and accessories.

1.02 RELATED REQUIREMENTS

- A. Section 061000 - Rough Carpentry: Wood blocking product and execution requirements.

1.03 REFERENCE STANDARDS

- A. AISI S220 - North American Standard for Cold-Formed Steel Nonstructural Framing; 2020.
- B. AISI S240 - North American Standard for Cold-Formed Steel Structural Framing; 2015, with Errata (2020).
- C. ASTM A1003/A1003M - Standard Specification for Steel Sheet, Carbon, Metallic- and Nonmetallic-Coated for Cold-Formed Framing Members; 2015.
- D. ASTM C475/C475M - Standard Specification for Joint Compound and Joint Tape for Finishing Gypsum Board; 2017 (Reapproved 2022).
- E. ASTM C665 - Standard Specification for Mineral-Fiber Blanket Thermal Insulation for Light Frame Construction and Manufactured Housing; 2024.
- F. ASTM C754 - Standard Specification for Installation of Steel Framing Members to Receive Screw-Attached Gypsum Panel Products; 2020.
- G. ASTM C840 - Standard Specification for Application and Finishing of Gypsum Board; 2024.
- H. ASTM C1002 - Standard Specification for Steel Self-Piercing Tapping Screws for Application of Gypsum Panel Products or Metal Plaster Bases to Wood Studs or Steel Studs; 2022.
- I. ASTM C1007 - Standard Specification for Installation of Load Bearing (Transverse and Axial) Steel Studs and Related Accessories; 2020 (Reapproved 2024).
- J. ASTM C1047 - Standard Specification for Accessories for Gypsum Wallboard and Gypsum Veneer Base; 2019.
- K. ASTM C1396/C1396M - Standard Specification for Gypsum Board; 2024.
- L. ASTM D3273 - Standard Test Method for Resistance to Growth of Mold on the Surface of Interior Coatings in an Environmental Chamber; 2021.
- M. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2024.
- N. ASTM E90 - Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements; 2023.
- O. ASTM E413 - Classification for Rating Sound Insulation; 2022.
- P. GA-216 - Application and Finishing of Gypsum Panel Products; 2024.

1.04 SUBMITTALS

- A. Product Data:
 - 1. Provide data on metal framing, gypsum board, accessories, and joint finishing system.

1.05 QUALITY ASSURANCE

SECTION 092116

- A. Manufacturer Qualifications: Member of Steel Stud Manufacturers Association (SSMA): www.ssma.com/#sle.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Store metal products to prevent corrosion.

PART 2 PRODUCTS

2.01 GYPSUM BOARD ASSEMBLIES

- A. Provide completed assemblies complying with ASTM C840 and GA-216.
- B. Interior Partitions, Indicated as Acoustic: Provide completed assemblies with the following characteristics:
 - 1. Acoustic Attenuation: STC of 45-49 calculated in accordance with ASTM E413, based on tests conducted in accordance with ASTM E90.

2.02 METAL FRAMING MATERIALS

- A. Steel Sheet: ASTM A1003/A1003M, subject to the ductility limitations indicated in AISI S220 or equivalent.
- B. Nonstructural Framing System Components: AISI S220; galvanized sheet steel, of size and properties necessary to comply with ASTM C754 for the spacing indicated, with maximum deflection of wall framing of L/120 at 5 psf (L/120 at 240 Pa).
 - 1. Studs: C-shaped with knurled or embossed faces.
 - 2. Runners: U shaped, sized to match studs.
- C. Partition Head To Structure Connections: Provide track fastened to structure with legs of sufficient length to accommodate deflection, for friction fit of studs cut short and fastened as indicated on drawings.

2.03 BOARD MATERIALS

- A. Manufacturers - Gypsum-Based Board:
 - 1. American Gypsum Company: www.americangypsum.com/#sle.
 - 2. CertainTeed Corporation: www.certainteed.com/#sle.
 - 3. Georgia-Pacific Gypsum: www.gpgypsum.com/#sle.
 - 4. USG Corporation: www.usg.com/#sle.
 - 5. Substitutions: Architect Pre-Approved Equal.
- B. Gypsum Wallboard: Paper-faced gypsum panels as defined in ASTM C1396/C1396M; sizes to minimize joints in place; ends square cut.
 - 1. Application: Use for vertical surfaces and ceilings, unless otherwise indicated.
 - 2. Mold Resistance: Score of 10, when tested in accordance with ASTM D3273.
 - a. Mold resistant board is required at surfaces behind tile in wet areas, tub and shower surrounds, and shower ceilings.
 - 3. Thickness:
 - a. Vertical Surfaces: 5/8 inch (16 mm).
 - b. Ceilings: 5/8 inch (16 mm).

2.04 GYPSUM BOARD ACCESSORIES

- A. Acoustic Insulation: ASTM C665; preformed mineral-fiber, friction fit type, unfaced; thickness 2 inches (50.8 mm).
- B. Sound Isolation Tape: Elastomeric foam tape for sound decoupling.
 - 1. Surface Burning Characteristics: Provide assemblies with flame spread index of 75 or less and smoke developed index of 450 or less, when tested in accordance with ASTM E84.
 - 2. Tape Thickness: 1/4 inch (6 mm).
- C. Acoustic Sealant: Acrylic emulsion latex or water-based elastomeric sealant; do not use solvent-based non-curing butyl sealant.

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- D. Beads, Joint Accessories, and Other Trim: ASTM C1047, rigid plastic, galvanized steel, or rolled zinc, unless noted otherwise.
 - 1. Corner Beads: Low profile, for 90 degree outside corners.
 - a. Products:
 - 1) CertainTeed Corporation; No-Coat Drywall Corner: www.certainteed.com/#sle.
 - 2) ClarkDietrich; Strait-Flex OS-300: www.clarkdietrich.com/#sle.
 - 3) Substitutions: Architect Pre-Approved Equal.
- E. Joint Materials: ASTM C475/C475M and as recommended by gypsum board manufacturer for project conditions.
 - 1. Fiberglass Tape: 2 inch (50 mm) wide, coated glass fiber tape for joints and corners, except as otherwise indicated.
 - 2. Joint Compound: Setting type, field-mixed.
- F. Screws for Fastening of Gypsum Panel Products to Cold-Formed Steel Studs Less than 0.033 inches (0.84 mm) in Thickness and Wood Members: ASTM C1002; self-piercing tapping screws, corrosion-resistant.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that project conditions are appropriate for work of this section to commence.

3.02 FRAMING INSTALLATION

- A. Metal Framing: Install in accordance with ASTM C1007/AISI S220 and manufacturer's instructions.
- B. Studs: Space studs at 16 inches on center (at 406 mm on center).
 - 1. Extend partition framing to structure where indicated and to ceiling in other locations.
 - 2. Partitions Terminating at Structure: Attach extended leg top runner to structure, maintain clearance between top of studs and structure, and brace both flanges of studs with continuous bridging.
- C. Openings: Reinforce openings as required for weight of doors or operable panels, using not less than double studs at jambs.
- D. Acoustic Furring: Install resilient channels at maximum 24 inches (600 mm) on center. Locate joints over framing members.
- E. Blocking: Install wood blocking for support of:
 - 1. Wall-mounted cabinets.
 - 2. Plumbing fixtures.
 - 3. Toilet partitions.
 - 4. Toilet accessories.
 - 5. Wall-mounted door hardware.

3.03 ACOUSTIC ACCESSORIES INSTALLATION

- A. Acoustic Insulation: Place tightly within spaces, around cut openings, behind and around electrical and mechanical items within partitions, and tight to items passing through partitions.
- B. Sound Isolation Tape: Apply to vertical studs and top and bottom tracks/runners in accordance with manufacturer's instructions.
- C. Acoustic Sealant: Install in accordance with manufacturer's instructions.
 - 1. Place one bead continuously on substrate before installation of perimeter framing members.
 - 2. Seal around all penetrations by conduit, pipe, ducts, and rough-in boxes, except where firestopping is provided.

3.04 BOARD INSTALLATION

SECTION 092116

- A. Comply with ASTM C840, GA-216, and manufacturer's instructions. Install to minimize butt end joints, especially in highly visible locations.
- B. Exposed Gypsum Board in Interior Wet Areas: Seal joints, cut edges, and holes with water-resistant sealant.
- C. Installation on Wood Framing: For nonrated assemblies, install as follows:
 - 1. Single-Layer Applications: Screw attachment.

3.05 INSTALLATION OF TRIM AND ACCESSORIES

- A. Control Joints: Place control joints consistent with lines of building spaces and as indicated.
- B. Corner Beads: Install at external corners, using longest practical lengths.

3.06 JOINT TREATMENT

- A. Paper Faced Gypsum Board: Use paper joint tape, embed with drying type joint compound and finish with drying type joint compound.
- B. Finish gypsum board in accordance with levels defined in ASTM C840, as follows:
 - 1. Level 4: Walls and ceilings to receive paint finish or wall coverings, unless otherwise indicated.
 - 2. Level 2: In utility areas, behind cabinetry, and on backing board to receive tile finish.
 - 3. Level 1: Fire-resistance-rated wall areas above finished ceilings, whether or not accessible in the completed construction.
- C. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes.
 - 1. Feather coats of joint compound so that camber is maximum 1/32 inch (0.8 mm).

3.07 TOLERANCES

- A. Maximum Variation of Finished Gypsum Board Surface from True Flatness: 1/8 inch in 10 feet (3 mm in 3 m) in any direction.

3.08 PROTECTION

- A. Protect installed gypsum board assemblies from subsequent construction operations.

END OF SECTION 092116

SECTION 093000

SECTION 093000 TILING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Tile for floor applications.
- B. Tile for wall applications.
- C. Stone thresholds.
- D. Non-ceramic trim.

1.02 REFERENCE STANDARDS

- A. ANSI A108.19 - American National Standard Specifications for Interior Installation of Gauged Porcelain Tiles and Gauged Porcelain Tile Panels/Slabs by the Thin-Bed Method Bonded with Modified Dry-Set Cement Mortar or Improved Modified Dry-Set Cement Mortar; 2020.
- B. ANSI A108/A118/A136 - American National Standard Specifications for the Installation of Ceramic Tile (Compendium); 2024.
- C. ANSI A118.3 - American National Standard Specifications for Chemical Resistant, Water Cleanable Tile-Setting and -Grouting Epoxy and Water Cleanable Tile-Setting Epoxy Adhesive; 2021.
- D. ANSI A118.12 - American National Standard Specifications for Crack Isolation Membranes for Thin-Set Ceramic Tile and Dimension Stone Installation; 2014 (Reaffirmed 2024).
- E. ANSI A118.15 - American National Standard Specifications for Improved Modified Dry-Set Cement Mortar; 2023.
- F. ANSI A137.1 - American National Standard Specifications for Ceramic Tile; 2022.
- G. TCNA (HB-GP) - Handbook for Gauged Porcelain Tiles and Gauged Porcelain Tile Panels/Slabs Installation; 2025-2026.
- H. TCNA (HB) - Handbook for Ceramic, Glass, and Stone Tile Installation; 2026.

1.03 SUBMITTALS

- A. Product Data: Provide manufacturers' data sheets on tile, mortar, grout, and accessories. Include instructions for using grouts and adhesives.
- B. Samples: Mount tile and apply grout on two plywood panels, minimum 18 by 18 inches (457 by 457 mm) in size illustrating pattern, color variations, and grout joint size variations.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the types of products specified in this section, with minimum five years of documented experience.

PART 2 PRODUCTS

2.01 TILE

- A. Glazed Wall Tile: ANSI A137.1 standard grade.
 - 1. Size: 6 by 6 inch (152 by 152 mm), nominal.
 - 2. Edges: Cushioned.
 - 3. Surface Finish: High gloss.
 - 4. Color: As selected by Architect from manufacturer's standard range.
 - 5. Trim Units: Matching cove and base shapes in sizes coordinated with field tile.
- B. Pressed Floor Tile: ANSI A137.1 standard grade.
 - 1. Size: 12 by 12 inch (305 by 305 mm), nominal.
 - 2. Thickness: 3/8 inch (9.5 mm), nominal.
 - 3. Edges: Cushioned.
 - 4. Surface Finish: Unglazed.

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5. Color: Gray or as selected by owner.

2.02 TRIM AND ACCESSORIES

- A. Non-Ceramic Trim: Satin brass anodized extruded aluminum, style and dimensions to suit application, set with tile mortar or adhesive.
 1. Applications:
 - a. Open edges of wall and floor tile.
 - b. Thresholds at door openings.
 - c. Floor-to-wall joints.
- B. Thresholds: 2 inches (51 mm) wide by full width of wall or frame opening; beveled edge on both long edges; without holes, cracks, or open seams.
 1. Thickness: 1/2 inch (12.7 mm).

2.03 SETTING MATERIALS

- A. Provide setting and grout materials from same manufacturer.
- B. Improved Latex-Portland Cement Mortar Bond Coat: ANSI A118.15.

2.04 GROUTS

- A. Provide setting and grout materials from same manufacturer.
- B. Epoxy Grout: ANSI A118.3 chemical resistant and water-cleanable epoxy grout.
 1. Applications: Bathroom Tile.
 2. Color: As selected by Architect from manufacturer's full line.

2.05 MAINTENANCE MATERIALS

- A. Grout Sealer: Liquid-applied, moisture and stain protection for existing or new Portland cement grout.
 1. Composition: Water-based colorless silicone.

2.06 ACCESSORY MATERIALS

- A. Concrete Floor Slab Crack Isolation Membrane: Material complying with ANSI A118.12; not intended as waterproofing.
 1. Crack Resistance: No failure at 1/8 inch (3.2 mm) gap, minimum.
 2. Bonded Sheet Membrane Type:
 - a. Material: Polyethylene sheet membrane with polyester fleece laminated to underside, 20 mils (0.5 mm) thick.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify subfloor surfaces are smooth and flat within tolerances specified for that type of work and are ready to receive tile.
- B. Verify wall surfaces are smooth and flat within tolerances specified for that type of work, are dust-free, and are ready to receive tile.
- C. Verify that subfloor surfaces are dust free and free of substances that could impair bonding of setting materials to subfloor surfaces.

3.02 INSTALLATION - GENERAL

- A. Install tile, thresholds, and stair treads and grout in accordance with applicable requirements of ANSI A108/A118/A136, manufacturer's instructions, and TCNA (HB) or TCNA (HB-GP) recommendations, as applicable.
- B. Lay tile to pattern indicated on drawings. Do not interrupt tile pattern through openings.
- C. Cut and fit tile to penetrations through tile, leaving sealant joint space. Form corners and bases neatly. Align floor joints.

SECTION 093000

- D. Place tile joints uniform in width, subject to variance in tolerance allowed in tile size. Make grout joints without voids, cracks, excess mortar or excess grout, or too little grout.
- E. Form internal angles square and external angles bullnosed.
- F. Install non-ceramic trim in accordance with manufacturer's instructions.
- G. Install thresholds where indicated on drawings.
- H. Sound tile after setting. Replace hollow sounding units.
- I. Keep control and expansion joints free of mortar, grout, and adhesive.
- J. Prior to grouting, allow installation to completely cure; minimum of 48 hours.
- K. Grout tile joints unless otherwise indicated on drawings. Use standard grout unless otherwise indicated on drawings.
- L. At changes in plane and tile-to-tile control joints, use tile sealant instead of grout, with either bond breaker tape or backer rod as appropriate to prevent three-sided bonding.

3.03 INSTALLATION - FLOORS - THIN-SET METHODS

- A. Over interior concrete substrates, install in accordance with TCNA (HB) Method F113, dry-set or latex-Portland cement bond coat, on ground, with standard grout, unless otherwise indicated on drawings.
 - 1. Use uncoupling membrane under tile unless other underlayment is indicated on drawings.

3.04 INSTALLATION - WALL TILE

- A. Over gypsum wallboard on wood or metal studs, install in accordance with TCNA (HB) Method W243, thin-set with dry-set or latex-Portland cement bond coat.

3.05 CLEANING

- A. Clean tile and grout surfaces.

3.06 PROTECTION

- A. Do not permit traffic over finished floor surface for 4 days after installation.

END OF SECTION 093000

SECTION 095100

SECTION 095100 ACOUSTICAL CEILINGS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Suspended metal grid ceiling system.
- B. Acoustical units.
- C. Ceiling Grid Covers.

1.02 REFERENCE STANDARDS

- A. ASTM A653/A653M - Standard Specification for Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process; 2025.
- B. ASTM C635/C635M - Standard Specification for Manufacture, Performance, and Testing of Metal Suspension Systems for Acoustical Tile and Lay-in Panel Ceilings; 2022.
- C. ASTM E1264 - Standard Classification for Acoustical Ceiling Products; 2023.
- D. CHPS (HPPD) - High Performance Products Database; Current Edition.
- E. UL (GGG) - GREENGUARD Gold Certified Products; Current Edition.

1.03 SUBMITTALS

- A. Product Data: Provide data on suspension system components and acoustical units.
- B. Samples: Submit two samples 4 by 6 inch (____ by ____ mm) in size illustrating material and finish of acoustical units.

1.04 QUALITY ASSURANCE

- A. Suspension System Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- B. Acoustical Unit Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Acoustic Tiles/Panels:
 - 1. Armstrong World Industries, Inc: www.armstrongceilings.com/#sle.
 - 2. Acoustic Ceiling Products, Inc: www.acpideas.com/#sle.
 - 3. Acoustics First Corporation: www.acousticsfirst.com/#sle.
 - 4. USG Corporation: www.usg.com/#sle.
 - 5. Substitutions: Architect Pre-Approved Equal.

2.02 ACOUSTICAL UNITS

- A. Acoustical Units - General: ASTM E1264, Class A.
 - 1. VOC Content: Certified as Low Emission by one of the following:
 - a. Product listing in UL (GGG).
 - b. Product listing in CHPS (HPPD).
- B. Acoustical Panels, Type 01: Mineral fiber with membrane-faced overlay, with the following characteristics:
 - 1. Classification: ASTM E1264 Type A.
 - a. Form: A2.2, wet formed.
 - b. Pattern: G - smooth.
 - 2. Size: 24 by 48 inches (610 by 1219 mm).
 - 3. Thickness: 7/8 inch (22 mm).
 - 4. Noise Reduction Coefficient (NRC) Range: 0.60 to 0.85, in accordance with ASTM E1264.

SECTION 095100

5. Articulation Class (AC): 170, in accordance with ASTM E1264.
6. Panel Edge: Square.
7. Suspension System: Exposed grid.
8. Products:
 - a. Armstrong World Industries, Inc; Ultima: www.armstrongceilings.com/#sle.
 - b. USG Corporation; Mars Acoustical Panels: www.usg.com/#sle.
 - c. Substitutions: Architect Pre-Approved Equal.

2.03 SUSPENSION SYSTEMS

- A. Metal Suspension Systems - General: Complying with ASTM C635/C635M; die cut and interlocking components, with perimeter moldings, hold-down clips, stabilizer bars, clips, and splices as required.
 1. Materials:
 - a. Steel Grid: ASTM A653/A653M, G30 coating, unless otherwise indicated.
- B. Exposed Suspension System: Hot-dip galvanized steel grid with steel cap.
 1. Structural Classification: Intermediate-duty, when tested in accordance with ASTM C635/C635M.
 2. Profile: Tee; 15/16 inch (24 mm) face width.
 3. Products:
 - a. Armstrong World Industries, Inc; Prelude XL: www.armstrongceilings.com/#sle.
 - b. USG Corporation; Donn Brand ZXLA 15/16 inch Acoustical Suspension System: www.usg.com/#sle.
 - c. Substitutions: Architect Pre-Approved Equal.

2.04 ACCESSORIES

- A. Support Channels and Hangers: Galvanized steel; size and type to suit application, seismic requirements, and ceiling system flatness requirement specified.
- B. Hanger Wire: 12 gauge, 0.08 inch (2 mm) galvanized steel wire.
- C. Perimeter Moldings: Same metal and finish as grid.
- D. Grid Snap Covers: Vinyl snap on covers over existing steel suspension and grid system.
 1. Basis of Design: ACP Ceiling Max (<https://acpideas.com/ceilingmax/>)
 2. Color: White

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify that layout of hangers will not interfere with other work.

3.02 PREPARATION

- A. Install after major above-ceiling work is complete.
- B. Coordinate the location of hangers with other work.

3.03 INSTALLATION - SUSPENSION SYSTEM

- A. Rigidly secure system, including integral mechanical and electrical components, for maximum deflection of 1:360.
- B. Locate system on room axis according to reflected plan.
- C. Perimeter Molding: Install at intersection of ceiling and vertical surfaces and at junctions with other interruptions.
 1. Use longest practical lengths.
- D. Suspension System, Non-Seismic: Hang suspension system independent of walls, columns, ducts, pipes and conduit. Where carrying members are spliced, avoid visible displacement of face plane of adjacent members.

SECTION 095100

- E. Where ducts or other equipment prevent the regular spacing of hangers, reinforce the nearest affected hangers and related carrying channels to span the extra distance.
- F. Do not support components on main runners or cross runners if weight causes total dead load to exceed deflection capability.
- G. Support fixture loads using supplementary hangers located within 6 inches (152 mm) of each corner, or support components independently.
- H. Do not eccentrically load system or induce rotation of runners.

3.04 INSTALLATION - ACOUSTICAL UNITS

- A. Install acoustical units in accordance with manufacturer's instructions.
- B. Fit acoustical units in place, free from damaged edges or other defects detrimental to appearance and function.
- C. Fit border trim neatly against abutting surfaces.
- D. Install acoustical units level, in uniform plane, and free from twist, warp, and dents.
- E. Cutting Acoustical Units:
 - 1. Make field cut edges of same profile as factory edges.
- F. Install hold-down clips on panels within 20 ft (6 m) of an exterior door.

3.05 TOLERANCES

- A. Maximum Variation from Flat and Level Surface: 1/8 inch in 10 feet (3 mm in 3 m).
- B. Maximum Variation from Plumb of Grid Members Caused by Eccentric Loads: 2 degrees.

3.06 CLEANING

END OF SECTION 095100

SECTION 096500

SECTION 096500 RESILIENT FLOORING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Resilient tile flooring.
- B. Resilient base.
- C. Installation accessories.

1.02 REFERENCE STANDARDS

- A. ASTM F1700 - Standard Specification for Solid Vinyl Floor in Modular Format such as Tile(s) or Plank(s); 2025.
- B. ASTM F1861 - Standard Specification for Resilient Wall Base; 2021 (Reapproved 2025).

1.03 SUBMITTALS

- A. Product Data: Provide data on specified products, describing physical and performance characteristics; including sizes, patterns and colors available; and installation instructions.
- B. Selection Samples: Submit manufacturer's complete set of color samples for Owner's initial selection.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Upon receipt, immediately remove any shrink-wrap and check materials for damage and the correct style, color, quantity and run numbers.
- B. Maintain temperature in storage area between 55 degrees F (13 degrees C) and 90 degrees F (72 degrees C).
- C. Protect roll materials from damage by storing on end.

1.05 FIELD CONDITIONS

- A. Store materials for not less than 48 hours prior to installation in area of installation at a temperature of 70 degrees F (21 degrees C) to achieve temperature stability. Thereafter, maintain conditions above 55 degrees F (13 degrees C).

PART 2 PRODUCTS

2.01 TILE FLOORING

- A. Vinyl Tile: Printed film type, with transparent or translucent wear layer; acoustic interlayer or backing.
 - 1. Manufacturers:
 - a. AHF Products; Nod to Nature LVT, LooseLay and DryBack: www.ahfcontract.com/#sle.
 - b. Architessa; Luxury Vinyl Plank: www.architessa.com/#sle.
 - c. Armstrong Flooring; Unify: www.armstrongflooring.com/#sle.
 - d. Flexco Corporation; Delane Solid Vinyl Tile: www.flexcofloors.com/#sle.
 - e. Substitutions: Architect Pre-Approved Equal.
 - 2. Minimum Requirements: Comply with ASTM F1700, Class III.
 - 3. Plank Tile Size: 8 by 40 inch (203 by 1016 mm).
 - 4. Wear Layer Thickness: 0.020 inch (0.50 mm).
 - 5. Total Thickness: 0.20 inch (5 mm).
 - 6. Tile Edge: Interlocking shape.
 - 7. Basis of Design: ShawContract Mindset LVT Participate 24114 or Owner Preapproved Equal.

2.02 RESILIENT BASE

- A. Resilient Base: ASTM F1861, Type TP, rubber, thermoplastic; style as scheduled.

SECTION 096500

1. Height: 4 inches (100 mm).
2. Thickness: 0.125 inch (3.2 mm).
3. Finish: Satin.
4. Length: Roll.
5. Basis of Design: Tarkett Johnsonite Iron Mountain or Owner Preapproved Equal.

2.03 ACCESSORIES

- A. Subfloor Filler: White premix latex; type recommended by adhesive material manufacturer.
- B. Primers, Adhesives, and Seam Sealer: Waterproof; types recommended by flooring manufacturer.
- C. Moldings, Transition and Edge Strips: Same material as flooring.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are flat to tolerances acceptable to flooring manufacturer, free of cracks that might telegraph through flooring, clean, dry, and free of curing compounds, surface hardeners, and other chemicals that might interfere with bonding of flooring to substrate.
- B. Verify that wall surfaces are smooth and flat within the tolerances specified for that type of work, are dust-free, and are ready to receive resilient base.
- C. Cementitious Subfloor Surfaces: Verify that substrates are ready for resilient flooring installation by testing for moisture and alkalinity (pH).
 1. Obtain instructions if test results are not within limits recommended by resilient flooring manufacturer and adhesive materials manufacturer.

3.02 PREPARATION

- A. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- B. Remove subfloor ridges and bumps. Fill minor low spots, cracks, joints, holes, and other defects with subfloor filler to achieve smooth, flat, hard surface.
- C. Prohibit traffic until filler is fully cured.

3.03 INSTALLATION - GENERAL

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install in accordance with manufacturer's written instructions.
- C. Loose-Laid Installation: Set flooring in place in accordance with manufacturer's instructions.
- D. Install edge strips at unprotected or exposed edges, where flooring terminates, and where indicated.
 1. Metal Strips: Attach to substrate before installation of flooring using stainless steel screws.
- E. Scribe flooring to walls, columns, cabinets, floor outlets, and other appurtenances to produce tight joints.

3.04 INSTALLATION - TILE FLOORING

- A. Mix tile from container to ensure shade variations are consistent when tile is placed, unless otherwise indicated in manufacturer's installation instructions.
- B. Lay flooring with joints and seams parallel to building lines to produce symmetrical pattern.
- C. Install loose-laid tile, fit interlocking edges tightly.

3.05 INSTALLATION - RESILIENT BASE

- A. Fit joints tightly and make vertical. Maintain minimum dimension of 18 inches (45 mm) between joints.

SECTION 096500

- B. Miter internal corners. At external corners, use premolded units. At exposed ends, use premolded units.
- C. Install base on solid backing. Bond tightly to wall and floor surfaces.
- D. Scribe and fit to door frames and other interruptions.

3.06 CLEANING

- A. Remove excess adhesive from floor, base, and wall surfaces without damage.
- B. Clean in accordance with manufacturer's written instructions.

3.07 PROTECTION

- A. Prohibit traffic on resilient flooring for 48 hours after installation.

END OF SECTION 096500

**SECTION 096813
TILE CARPETING**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Carpet tile, fully adhered.
- B. Removal of existing carpet tile.

1.02 REFERENCE STANDARDS

- A. ASTM D2859 - Standard Test Method for Ignition Characteristics of Finished Textile Floor Covering Materials; 2016 (Reapproved 2021).

1.03 SUBMITTALS

- A. Product Data: Provide data on specified products, describing physical and performance characteristics; sizes, patterns, colors available, and method of installation.
- B. Samples: Submit two carpet tiles illustrating color and pattern design for each carpet color selected.
- C. Maintenance Materials: Furnish the following for DAS's use in maintenance of project.
 - 1. Provide at least 5% attic stock of total quantity installed.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing specified carpet tile with minimum three years documented experience.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Tile Carpeting:
 - 1. Interface, Inc; ____: www.interface.com/#sle.
 - 2. Mannington Commercial; ____: www.manningtoncommercial.com/#sle.
 - 3. Melfabco; All Access: www.melfabco.com/#sle.
 - 4. Milliken & Company; OBEX Tile - CutX: www.milliken.com/#sle.
 - 5. Mohawk Group; ____: www.mohawkgroup.com/#sle.
 - 6. Shaw Contract; <https://www.shawcontract.com/en-us>
 - 7. Substitutions: Architect Pre-Approved Equal.

2.02 MATERIALS

- A. Tile Carpeting: Tufted, manufactured in one color dye lot.
 - 1. Tile Size: 24in x 24 in, nominal.
 - 2. Basis of Design: Diffuse Color 24X24 Ecoworx® Tile 5T478 Carpet Tile Commercial Flooring | ShawContract or equivalent - <https://www.shawcontract.com/en-us/products/5t478/colors/78706?>
 - 3. Thickness: 0.241 inch (6.12 mm).
 - 4. Gauge: 1/12 inch (47.2 mm).
 - 5. Stitches: 8.0 per inch (3.25 per cm).
 - 6. Primary Backing Material: Synthetic.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that subfloor surfaces are smooth and flat within tolerances specified for that type of work and are ready to receive carpet tile.
- B. Verify that subfloor surfaces are dust-free and free of substances that could impair bonding of adhesive materials to subfloor surfaces.

3.02 PREPARATION

SECTION 096813

- A. Remove existing carpet tile.
- B. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- C. Remove subfloor ridges and bumps. Fill minor or local low spots, cracks, joints, holes, and other defects with subfloor filler.

3.03 INSTALLATION

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install carpet tile in accordance with manufacturer's instructions.
- C. Blend carpet from different cartons to ensure minimal variation in color match.
- D. Cut carpet tile clean. Fit carpet tight to intersection with vertical surfaces without gaps.
- E. Lay carpet tile in square pattern, with pile direction parallel to next unit, set parallel to building lines.
- F. Trim carpet tile neatly at walls and around interruptions.
- G. Complete installation of edge strips, concealing exposed edges.

3.04 CLEANING

- A. Remove excess adhesive without damage, from floor, base, and wall surfaces.
- B. Clean and vacuum carpet surfaces.

END OF SECTION 096813

SECTION 099123

SECTION 099123 INTERIOR PAINTING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Surface preparation.
- B. Field application of paints.
- C. Scope: Finish interior surfaces exposed to view, unless fully factory-finished and unless otherwise indicated.
 - 1. Both sides and edges of plywood backboards for electrical and telecom equipment before installing equipment.
 - 2. Prime surfaces to receive wall coverings.
 - 3. Mechanical and Electrical:
 - a. In finished areas, paint insulated and exposed pipes, conduit, boxes, insulated and exposed ducts, hangers, brackets, collars and supports, mechanical equipment, and electrical equipment, unless otherwise indicated.
- D. Do Not Paint or Finish the Following Items:
 - 1. Items factory-finished unless otherwise indicated; materials and products having factory-applied primers are not considered factory finished.
 - 2. Items indicated to receive other finishes.
 - 3. Items indicated to remain unfinished.
 - 4. Fire rating labels, equipment serial number and capacity labels, bar code labels, and operating parts of equipment.
 - 5. Marble, granite, slate, and other natural stones.
 - 6. Floors, unless specifically indicated.
 - 7. Ceramic and other tiles.
 - 8. Glass.
 - 9. Acoustical materials, unless specifically indicated.
 - 10. Concealed pipes, ducts, and conduits.

1.02 REFERENCE STANDARDS

- A. 40 CFR 59, Subpart D - National Volatile Organic Compound Emission Standards for Architectural Coatings; U.S. Environmental Protection Agency; Current Edition.
- B. ASTM D4442 - Standard Test Methods for Direct Moisture Content Measurement of Wood and Wood-Based Materials; 2020 (Reapproved 2025).
- C. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition.
- D. SSPC-SP 1 - Solvent Cleaning; 2015, with Editorial Revision (2016).
- E. SSPC-SP 6/NACE No.3 - Commercial Blast Cleaning; 2006.

1.03 SUBMITTALS

- A. Product Data: Provide complete list of products to be used, with the following information for each:
 - 1. Manufacturer's name, product name and/or catalog number, and general product category (e.g., "alkyd enamel").
 - 2. MPI product number (e.g., MPI #47).
 - 3. Cross-reference to specified paint system products to be used in project; include description of each system.
- B. Samples: Submit three paper "draw down" samples, 8-1/2 by 11 inches (216 by 279 mm) in size, illustrating range of colors available for each finishing product specified.
 - 1. Where sheen is specified, submit samples in only that sheen.

SECTION 099123

- C. Maintenance Materials: Furnish the following for DAS's use in maintenance of project.
 - 1. Extra Paint and Finish Materials: 1 gal (4 L) of each color; from the same product run, store where directed.
 - 2. Label each container with color in addition to the manufacturer's label.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, brand name, lot number, brand code, coverage, surface preparation, drying time, cleanup requirements, color designation, and instructions for mixing and reducing.
- C. Paint Materials: Store at minimum ambient temperature of 45 degrees F (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

1.05 FIELD CONDITIONS

- A. Do not apply materials when surface and ambient temperatures are outside the temperature ranges required by the paint product manufacturer.
- B. Follow manufacturer's recommended procedures for producing best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.
- C. Provide lighting level of 80 fc (860 lux) measured mid-height at substrate surface.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Provide paints and finishes from the same manufacturer to the greatest extent possible.
 - 1. If a single manufacturer cannot provide specified products; minor exceptions will be permitted provided approval by Architect is obtained using the specified procedures for substitutions.
- B. Paints:
 - 1. Behr Paint Company: www.behr.com/#sle.
 - 2. Diamond Vogel Paints: www.diamondvogel.com/#sle.
 - 3. Sherwin-Williams Company: www.sherwin-williams.com/#sle.
 - 4. Benjamin Moore.
- C. Primer Sealers: Same manufacturer as top coats.

2.02 PAINTS AND FINISHES - GENERAL

- A. Paints and Finishes: Ready-mixed, unless intended to be a field-catalyzed paint.
 - 1. Provide paints and finishes of a soft paste consistency, capable of being readily and uniformly dispersed to a homogeneous coating, with good flow and brushing properties, and capable of drying or curing free of streaks or sags.
 - 2. Supply each paint material in quantity required to complete entire project's work from a single production run.
 - 3. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.
- B. Volatile Organic Compound (VOC) Content:
 - 1. Provide paints and finishes that comply with the most stringent requirements specified in the following:
 - a. 40 CFR 59, Subpart D--National Volatile Organic Compound Emission Standards for Architectural Coatings.
 - b. Architectural coatings VOC limits of the State in which the Project is located.
 - 2. Determination of VOC Content: Testing and calculation in accordance with 40 CFR 59, Subpart D (EPA Method 24), exclusive of colorants added to a tint base and water added at project site; or other method acceptable to authorities having jurisdiction.

SECTION 099123

- C. Flammability: Comply with applicable code for surface burning characteristics.
- D. Colors: To be selected from manufacturer's full range of available colors.
 - 1. Selection to be made by Architect after award of contract.
 - 2. In finished areas, finish pipes, ducts, conduit, and equipment the same color as the wall/ceiling under which they are mounted.

2.03 PAINT SYSTEMS - INTERIOR

- A. Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board, wood, uncoated steel, shop primed steel, and aluminum.
 - 1. Two top coats and one coat primer.
 - 2. Top Coat(s): High Performance Architectural Interior Latex; MPI #138, 139, 140, 141, or 142.
 - a. Products (Basis of Design):
 - 1) Sherwin-Williams Pre-Catalyzed Waterbased Epoxy, Semi-Gloss. (MPI #141) (Laboratory and Bathroom)
 - 2) Sherwin-Williams ProMar 200 HP Series, Semi-Gloss. (MPI #138)
 - 3) Substitutions: Architect Pre-Approved Equal.
 - 3. Top Coat Sheen:
 - a. Semi-Gloss: MPI gloss level 5; use this sheen at all locations.
- B. Medium Duty Door/Trim: For surfaces subject to frequent contact by occupants, including metals and wood:
 - 1. Medium duty applications include doors and door frames.
 - 2. Two top coats and one coat primer.
 - 3. Top Coat(s): Interior Light Industrial Coating, Water Based; MPI #151, 153, or 154.
 - 4. Top Coat Sheen:
 - a. Semi-Gloss: MPI gloss level 5; use this sheen at all locations.
 - 5. Primer: As recommended by top coat manufacturer for specific substrate.

2.04 PRIMERS

- A. Primers: Provide the following unless other primer is required or recommended by manufacturer of top coats.
 - 1. Alkali Resistant Water Based Primer; MPI #3.
 - a. Products:
 - 1) Behr Premium Plus Interior/Exterior Multi-Surface Primer and Sealer [No.436]. (MPI #3)
 - 2) Diamond Vogel.
 - 3) Sherman Williams
 - 4) Benjamin Moore
 - 2. Interior Drywall Primer Sealer.
 - a. Products:
 - 1) Basis of Design: Behr Premium Plus Interior Drywall Primer and Sealer [No.73].

2.05 ACCESSORY MATERIALS

- A. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.

SECTION 099123

- C. Test shop-applied primer for compatibility with subsequent cover materials.
- D. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces is below the following maximums:
 - 1. Gypsum Wallboard: 12 percent.
 - 2. Interior Wood: 15 percent, measured in accordance with ASTM D4442.

3.02 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- D. Seal surfaces that might cause bleed through or staining of topcoat.
- E. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.
- F. Aluminum: Remove surface contamination and oils and wash with solvent according to SSPC-SP 1.
- G. Ferrous Metal:
 - 1. Solvent clean according to SSPC-SP 1.
 - 2. Shop-Primed Surfaces: Sand and scrape to remove loose primer and rust. Feather edges to make touch-up patches inconspicuous. Clean surfaces with solvent. Prime bare steel surfaces. Re-prime entire shop-primed item.
 - 3. Remove rust, loose mill scale, and other foreign substances using methods recommended in writing by paint manufacturer and blast cleaning in accordance with SSPC-SP 6/NACE No.3. Protect from corrosion until coated.
- H. Wood Surfaces to Receive Opaque Finish: Wipe off dust and grit prior to priming. Seal knots, pitch streaks, and sappy sections with sealer. Fill nail holes and cracks after primer has dried; sand between coats. Back prime concealed surfaces before installation.
- I. Wood Doors to be Field-Finished: Seal wood door top and bottom edge surfaces with clear sealer.

3.03 APPLICATION

- A. Remove unfinished louvers, grilles, covers, and access panels on mechanical and electrical components and paint separately.
- B. Apply products in accordance with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual".
- C. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
- D. Apply each coat to uniform appearance in thicknesses specified by manufacturer.
- E. Sand wood and metal surfaces lightly between coats to achieve required finish.
- F. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
- G. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.04 CLEANING

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.

3.05 PROTECTION

- A. Protect finishes until completion of project.

SECTION 099123

END OF SECTION 099123

SECTION 102800

SECTION 102800 TOILET, BATH, AND LAUNDRY ACCESSORIES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Commercial toilet accessories.
- B. Under-lavatory pipe supply covers.

1.02 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. ASTM C1036 - Standard Specification for Flat Glass; 2025.
- C. ASTM C1503 - Standard Specification for Silvered Flat Glass Mirror; 2024.

1.03 SUBMITTALS

- A. Product Data: Submit data on accessories describing size, finish, details of function, and attachment methods.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Commercial Toilet, Shower, and Bath Accessories:
 - 1. Bradley Corporation: www.bradleycorp.com/#sle.
 - 2. Georgia-Pacific Professional: www.gppro.com/#sle.
 - 3. Substitutions: Architect Pre-Approved Equal.

2.02 MATERIALS

- A. Accessories - General: Shop assembled, free of dents and scratches and packaged complete with anchors and fittings, steel anchor plates, adapters, and anchor components for installation.
- B. Mirror Glass: Annealed float glass, ASTM C1036 Type I, Class 1, Quality Q2, with silvering, protective and physical characteristics complying with ASTM C1503.
- C. Adhesive: Two component epoxy type, waterproof.
- D. Fasteners, Screws, and Bolts: Hot dip galvanized; tamper-proof; security type.

2.03 FINISHES

- A. Stainless Steel: Satin finish, unless otherwise noted.

2.04 COMMERCIAL TOILET ACCESSORIES

- A. Toilet Paper Dispenser: Double roll, surface mounted bracket type, stainless steel, spindleless type for tension spring delivery designed to prevent theft of tissue roll.
- B. Paper Towel Dispenser: Manual, roll paper type.
 - 1. Material: Thermoplastic polymer.
 - 2. Paper Discharge: Manual dispense by lever operation.
 - 3. Capacity: 8-inch diameter roll.
 - 4. Mounting: Surface mounted.
 - 5. Refill Indicator: Transparent viewing slot.
- C. Waste Receptacle: Stainless steel, freestanding style with swing top.
- D. Automated Soap Dispenser: Liquid soap dispenser, wall-mounted, with stainless steel cover and window to gauge soap level, tumbler lock.
 - 1. Minimum Capacity: 48 ounces (1.5 liters).
- E. Mirrors: Stainless steel framed, 1/4 inch (6 mm) thick annealed float glass; ASTM C1036.
 - 1. Annealed Float Glass: Silvering, protective and physical characteristics in compliance with ASTM C1503.

SECTION 102800

2. Frame: 0.05 inch (1.3 mm) angle shapes, with mitered and welded and ground corners, and tamperproof hanging system; satin finish.
 3. Backing: Full-mirror sized, minimum 0.03 inch (0.8 mm) galvanized steel sheet and nonabsorptive filler material.
- F. Grab Bars: Stainless steel, smooth surface.
1. Standard Duty Grab Bars:
 - a. Push/Pull Point Load: 250 pound-force (1112 N), minimum.
 - b. Dimensions: 1-1/4 inch (32 mm) outside diameter, minimum 0.05 inch (1.3 mm) wall thickness, exposed flange mounting, 1-1/2 inch (38 mm) clearance between wall and inside of grab bar.
 - c. Length and Configuration: As indicated on drawings.
- G. Sanitary Napkin Disposal Unit: Stainless steel, surface-mounted, self-closing door, locking bottom panel with full-length stainless steel piano-type hinge, removable receptacle.
- H. Coat Hook: Heavy-duty stainless steel, double-prong, rectangular-shaped bracket and backplate for concealed attachment, satin finish.

2.05 UNDER-LAVATORY PIPE AND SUPPLY COVERS

- A. Under-Lavatory Pipe and Supply Covers:
1. Insulate exposed drainage piping, including hot, cold, and tempered water supplies under lavatories or sinks to comply with ADA Standards.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify existing conditions before starting work.
- B. Verify exact location of accessories for installation.

3.02 INSTALLATION

- A. Install accessories in accordance with manufacturers' instructions in locations indicated on drawings.
- B. Install plumb and level, securely and rigidly anchored to substrate.
- C. Mounting Heights: As required by accessibility regulations, unless otherwise indicated.

3.03 PROTECTION

- A. Protect installed accessories from damage due to subsequent construction operations.

END OF SECTION 102800

SECTION 220500
BASIC PLUMBING REQUIREMENTS

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Requirements applicable to all Division 22 Sections. Also refer to Division 1 - General Requirements.
- B. All materials and installation methods shall conform to the applicable standards, guidelines and codes referenced herein and within each specification section.

1.02 SCOPE OF WORK

- A. This Specification and the associated drawings govern the furnishing, installing, testing and placing into satisfactory operation the Mechanical Systems.
- B. Each Contractor shall provide all new materials indicated on the drawings and/or in these specifications, and all items required to make the portion of the Mechanical Work a finished and working system.
- C. All work will be awarded under a single General Contract. The division of work listed below is for the Contractor's convenience and lists normal breakdown of the work.
- D. Scope of Work:
 - 1. Plumbing Work shall include, but is not necessarily limited to:
 - a. Furnish and install all items listed in the Plumbing Material List.
 - b. Extend existing domestic water piping system including cold, hot, and hot water circulating piping within the building. Insulate all piping as specified.
 - c. Extend existing sanitary sewer and vent system.
 - 2. Heating Work: Refer to Section 230500 "Basic HVAC Requirements".
 - 3. Air Conditioning and Ventilating Work: Refer to Section 230500 "Basic HVAC Requirements".
 - 4. Testing, Adjusting, and Balancing Work: Refer to Section 230500 "Basic HVAC Requirements".

1.03 DIVISION OF WORK BETWEEN MECHANICAL, ELECTRICAL & CONTROL CONTRACTORS

- A. Definitions:
 - 1. "Mechanical Contractors" refers to the following:
 - a. Plumbing Contractor.
 - b. Air Conditioning and Ventilating Contractor.
 - c. Testing, Adjusting, and Balancing Contractor.
 - 2. Control Motor: An electric device used to operate dampers, valves, etc. It may be two-position or modulating. Conventional characteristics of such a motor are 24 volts, 60 cycles, 1 phase, although other voltages may be encountered.
 - 3. Voltage is generally specified and scheduled as distribution voltage. Motor submittals may be based on utilization voltage if it corresponds to the correct distribution voltage.

Distribution/Nominal Voltage	Utilization Voltage
120	115
208	200
240	230

SECTION 220500

Distribution/Nominal Voltage	Utilization Voltage
277	265
480	460

B. General:

1. The purpose of these Specifications is to outline the Electrical and Mechanical Contractor's responsibilities related to electrical work required for items such as temperature controls, mechanical equipment, fans, chillers, compressors and the like. The exact wiring requirements for much of the equipment cannot be determined until the systems have been selected and submittals reviewed. Therefore, the electrical drawings show only known wiring related to such items. All wiring not shown on the electrical drawings, but required for mechanical systems, is the responsibility of the Mechanical Contractor.
2. Where the drawings require the Electrical Contractor to wire between equipment furnished by the Mechanical Contractor, such wiring shall terminate at terminals provided in the equipment. The Mechanical Contractor shall provide complete electrical power/controls wiring diagrams and supervision to the Electrical Contractor and designate the terminal numbers for correct wiring.
3. All electrical work shall conform to the National Electrical Code. All provisions of the Electrical Specifications concerning wiring, protection, etc., apply to wiring provided by the Mechanical Contractor unless noted otherwise.
4. Control low (24V) and control line (120V) voltage wiring, conduit, and related switches and relays required for the automatic control and/or interlock of motors and equipment, including final connection, are to be furnished and installed under Divisions 21, 22 and 23. Materials and installation to conform to Class 1 or 2 requirements.
5. All Contractors shall establish utility elevations prior to fabrication and shall coordinate their material and equipment with other trades. When a conflict arises, priority is as follows:
 - a. Light fixtures.
 - b. Gravity flow piping, including steam and condensate.
 - c. Electrical busduct.
 - d. Sheet metal.
 - e. Electrical cable trays, including access space.
 - f. Sprinkler piping and other piping.
 - g. Electrical conduits and wireway.

C. Electrical Contractor's Responsibility:

1. Provides all combination starters, manual starters and disconnect devices shown on the Electrical Drawings or indicated to be by the Electrical Contractor on the Mechanical Drawings or Specifications.
2. Installs and wires all remote control devices furnished by the Mechanical Contractor or Temperature Control Subcontractor when so noted on the Electrical Drawings.
3. Provides motor control and temperature control wiring, where so noted on the drawings.
4. Coordinate with the Mechanical Contractor for size of motors and/or other electrical devices involved with repair or replacement of existing equipment.
5. Furnishes, installs and connects all relays, etc., for automatic shutdown of certain fans upon actuation of the Fire Alarm System as indicated and specified in Division 28.
6. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

1.04 COORDINATION DRAWINGS

- A. Provide coordination drawings showing the complete, coordinated installation on mechanical, electrical, plumbing, fire protection, and other systems within available building spaces.
- B. Definitions:
 - 1. Coordination Drawings: Coordination drawings are defined as composite drawings or models that incorporate work of multiple trades and demonstrate coordinated routing, elevations, and clearances.
 - a. Mechanical trades shall include, but are not limited to, mechanical equipment, ductwork, fire protection systems, plumbing piping, medical gas systems, hydronic piping, steam and steam condensate piping, and any item that may impact coordination with other disciplines.
 - b. Electrical trades shall include, but are not limited to, electrical equipment, conduit 1.5" and larger, conduit racks, cable trays, pull boxes, transformers, raceway, busway, lighting, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - c. Technology trades shall include, but are not limited to, technology equipment, racks, conduit 1.5" and larger, conduit racks, cable trays, ladder rack, pull boxes, raceway, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - d. Maintenance clearances and code-required dedicated space shall be included.
 - e. The coordination drawings shall include all underground, underfloor, in-floor, in chase, and vertical trade items.
 - 2. Provide one complete, composite coordination drawing package for each building area, system, or phase demonstrating fully coordinated conditions.
 - 3. The composite coordination drawing package may be created from multiple trade-specific electronic files; however, the final deliverable shall clearly represent a single coordinated installation.
 - 4. Spaces with open/cloud ceiling architecture shall indicate the overhead utilities and locate equipment as required to maintain clearance above lights. The intent for the installation is to maintain a maximum allowable vertical clearance and an organized/clean manner in the horizontal. Notify Architect/Engineer of the maximum clearance which can be maintained. Failure to comply will result in modifications with no cost to Owner.
 - 5. The contractors shall use the coordination process to identify the proper sequence of installation of all utilities above ceilings and in other congested areas, to ensure an orderly and coordinated end result, and to provide adequate access for service and maintenance.
- C. Participation:
 - 1. The Contractor shall be responsible for coordinating all trades and preparing coordination drawings.
 - 2. One contractor shall be designated as the Coordinating Contractor for purposes of preparing a complete set of composite electronic CAD coordination drawings that include all applicable trades, and for coordinating the activities related to this process. The Coordinating Contractor for this project shall be the Mechanical Contractor.
 - a. The Coordinating Contractor shall utilize personnel familiar with requirements of this project and skilled as draftspersons/CAD operators, competent to prepare the required coordination drawings.
 - 3. Electronic CAD drawings shall be submitted to the Coordinating Contractor for addition of work by other trades. IMEG will provide electronic file copies of applicable drawings for contractor's use if the contractor signs and returns an "Electronic File Transfer" waiver

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provided by IMEG. IMEG will not consider blatant reproductions of original file copies an acceptable alternative for coordination drawings.

D. Drawing Requirements:

1. The file format and file naming convention shall be coordinated with and agreed to by all contractors participating in the coordination process and the Owner.
 - a. Scale of drawings:
 - 1) General plans: 1/4 Inch = 1'-0" (minimum).
 - 2) Mechanical, electrical, communication rooms, and including the surrounding areas within 10 feet: 1/2 Inch = 1'-0" (minimum).
 - 3) Shafts and risers: 1/2 Inch = 1'-0" (minimum).
 - 4) Sections of shafts and mechanical and electrical equipment rooms: 1/4 Inch = 1'-0" (minimum).
 - 5) Sections of congested areas: 1/2 Inch = 1'-0" (minimum).
2. Ductwork layout drawings shall be the baseline system for other components. Ductwork layout drawings shall be modified to accommodate other components as the coordination process progresses.
3. There may be more drawings required for risers, top and bottom levels of mechanical rooms, and shafts.
4. The minimum quantity of drawings will be established at the first coordination meeting and sent to the Architect/Engineer for review. Additional drawings may be required if other areas of congestion are discovered during the coordination process.

E. General:

1. Provide coordination drawing files to the Architect/Engineer for review for identified conflicts. The Architect/Engineer will not act as the project coordinator and is not responsible for coordination of the work. The Architect/Engineer will review only clearly identified conflicts submitted by the Contractor and will not perform clash detection or coordination. The Architect/Engineer will not compile or reconcile multiple trade files and will rely on the Contractor's composite coordination drawing package.
2. The Contractor remains solely responsible for coordination regardless of any review or comment provided by the Architect/Engineer.
3. A plotted set of coordination drawings shall be available at the project site.
4. Coordination drawings are not shop drawings and are not subject to approval. Receipt or review of coordination drawings does not constitute approval of routing, layout, means, methods, sequencing, or constructability.
5. The contract drawings are schematic in nature and do not show every fitting and appurtenance for each utility. Each contractor is expected to have included in the bid sufficient fittings, material, and labor to allow for adjustments in routing of utilities made necessary by the coordination process and to provide a complete and functional system.
6. The contractors will not be allowed additional costs or time extensions due to participation in the coordination process.
7. The contractors will not be allowed additional costs or time extensions for additional fittings, reroutings or changes of duct size, that are essentially equivalent sizes to those shown on the drawings and determined necessary through the coordination process.
8. The Architect/Engineer reserves the right to determine space priority of equipment in the event of spatial conflicts or interference between equipment, piping, conduit, ducts, and equipment provided by the trades.
9. Changes to the contract documents that are necessary for systems installation and coordination shall be brought to the attention of the Architect/Engineer.

10. Access panels shall preferably occur only in gypsum board walls or plaster ceilings where indicated on the drawings.
 - a. Access to mechanical, electrical, technology, and other items located above the ceiling shall be through accessible lay-in ceiling tile areas.
 - b. Potential layout changes shall be made to avoid additional access panels.
 - c. Additional access panels shall not be allowed without written approval from the Architect/Engineer at the coordination drawing stage.
 - d. Providing additional access panels shall be considered after other alternatives are reviewed and discarded by the Architect/Engineer and the Owner's Representative.
 - e. When additional access panels are required, they shall be provided without additional cost to the Owner.
11. Complete the coordination drawing process and obtain documented sign-off from all participating trades confirming that coordination drawings have been reviewed and coordinated prior to installation. Sign-off shall consist of signatures on the composite coordination log identifying participating trades and acceptance of the coordinated layout.
12. Do not begin installation of work in an area until coordination drawings for that direction prior to installation. Conflicts that result after the coordination drawings are signed off shall be the responsibility of the contractor or subcontractor who did not properly identify their work requirements, or installed their work without proper coordination. Conflicts identified after installation due to incomplete coordination shall be corrected at no additional cost to the Owner.
13. Updated coordination drawings that reflect as-built conditions may be used as record documents.

1.05 QUALITY ASSURANCE

- A. Contractor's Responsibility Prior to Submitting Pricing Data:
 1. The Contractor is responsible for constructing complete and operating systems. The Contractor acknowledges and understands that the Contract Documents are a two-dimensional representation of a three-dimensional object, subject to human interpretation. This representation may include imperfect data, interpreted codes, utility guidelines, three-dimensional conflicts, and required field coordination items. Such deficiencies can be corrected when identified prior to ordering material and starting installation. The Contractor agrees to carefully study and compare the individual Contract Documents and report at once in writing to the Design Team any deficiencies the Contractor may discover. The Contractor further agrees to require each subcontractor to likewise study the documents and report at once any deficiencies discovered.
 2. The Contractor shall resolve all reported deficiencies with the Architect/Engineer prior to awarding any subcontracts, ordering material, or starting any work with the Contractor's own employees. Any work performed prior to receipt of instructions from the Design Team will be done at the Contractor's risk.
- B. Qualifications:
 1. Only products of reputable manufacturers are acceptable.
 2. All Contractors and subcontractors shall employ only workers skilled in their trades.
- C. Compliance with Codes, Laws, Ordinances:
 1. Conform to all requirements of the State of Iowa's Codes, Laws, Ordinances and other regulations having jurisdiction.
 2. Conform to all State Codes.
 3. Conform to Federal Act S.3874 requiring the reduction of lead in drinking water.
 4. If there is a discrepancy between the codes and regulations and these specifications, the Architect/Engineer shall determine the method or equipment used.

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5. If the Contractor notes, at the time of bidding, that any parts of the drawings or specifications do not comply with the codes or regulations, Contractor shall inform the Architect/Engineer in writing, requesting a clarification. If there is insufficient time for this procedure, Contractor shall submit with the proposal a separate price to make the system comply with the codes and regulations.
 6. All changes to the system made after letting of the contract, to comply with codes or requirements of Inspectors, shall be made by the Contractor without cost to the Owner.
 7. If there is a discrepancy between manufacturer's recommendations and these specifications, the manufacturer's recommendations shall govern.
 8. All rotating shafts and/or equipment shall be completely guarded from all contact. Partial guards and/or guards that do not meet all applicable OSHA standards are not acceptable. Contractor is responsible for providing this guarding if it is not provided with the equipment supplied.
- D. Permits, Fees, Taxes, Inspections:
1. Procure all applicable permits and licenses.
 2. Abide by all laws, regulations, ordinances, and other rules of the State or Political Subdivision where the work is done, or as required by any duly constituted public authority.
 3. Pay all charges for permits or licenses.
 4. Pay all fees and taxes imposed by the State, Municipal and/or other regulatory bodies.
 5. Pay all charges arising out of required inspections by an authorized body.
 6. Pay all charges arising out of required contract document reviews associated with the project and as initiated by the Owner or authorized agency/consultant.
 7. Where applicable, all fixtures, equipment and materials shall be approved or listed by Underwriter's Laboratories, Inc.
- E. Examination of Drawings:
1. The drawings for the plumbing work are completely diagrammatic, intended to convey the scope of the work and to indicate the general arrangements and locations of equipment, outlets, etc., and the approximate sizes of equipment.
 2. Contractor shall determine the exact locations of equipment and rough-ins, and the exact routing of pipes and ducts to best fit the layout of the job.
 3. Scaling of the drawings is not sufficient or accurate for determining these locations.
 4. Where job conditions require reasonable changes in indicated arrangements and locations, such changes shall be made by the Contractor at no additional cost to the Owner.
 5. Because of the scale of the drawings, certain basic items, such as fittings, boxes, valves, unions, etc., may not be shown, but where required by other sections of the specifications or required for proper installation of the work, such items shall be furnished and installed.
 6. If an item is either on the drawings or in the specifications, it shall be included in this contract.
 7. Determination of quantities of material and equipment required shall be made by the Contractor from the documents. Where discrepancies arise between drawings, schedules and/or specifications, the greater number shall govern.
 8. Where used in mechanical documents, the word "furnish" shall mean supply for use, the word "install" shall mean connect complete and ready for operation, and the word "provide" shall mean to supply for use and connect complete and ready for operation.
 - a. Any item listed as furnished shall also be installed, unless otherwise noted.
 - b. Any item listed as installed shall also be furnished, unless otherwise noted.

F. Field Measurements:

1. Verify all pertinent dimensions at the job site before ordering any materials or fabricating any supports, pipes or ducts.

G. Electronic Media/Files:

1. Construction drawings for this project have been prepared utilizing Revit.
2. Contractors and Subcontractors may request electronic media files of the contract drawings and/or copies of the specifications. Specifications will be provided in PDF format.
3. Upon request for electronic media, the Contractor shall complete and return a signed "Electronic File Transmittal" form provided by IMEG.
4. If the information requested includes floor plans prepared by others, the Contractor will be responsible for obtaining approval from the appropriate Design Professional for use of that part of the document.
5. The electronic contract documents can be used for preparation of shop drawings and as-built drawings only. The information may not be used in whole or in part for any other project.
6. The drawings prepared by IMEG for bidding purposes may not be used directly for ductwork layout drawings or coordination drawings.
7. The use of these CAD documents by the Contractor does not relieve them from their responsibility for coordination of work with other trades and verification of space available for the installation.
8. The information is provided to expedite the project and assist the Contractor with no guarantee by IMEG as to the accuracy or correctness of the information provided. IMEG accepts no responsibility or liability for the Contractor's use of these documents.

1.06 WEB-BASED PROJECT SOFTWARE

- A. The General Contractor shall provide a web-based project software site for the purpose of hosting and managing project communication and documentation until completion of the warranty phase.
- B. The web-based project software shall include, at a minimum, the following features: construction schedule, submittals, RFIs, ASIs, construction change directives, change orders, drawing management, specification management, payment applications, contract modifications, meeting minutes, construction progress photos.
- C. Provide web-based project software user licenses for use by the Architect/Engineer. Access will be provided from the start of the project through the completion of the warranty phase.
- D. At project completion, provide digital archive of entire project in format that is readable by common desktop software applications in format acceptable to Architect/Engineer. Provide data in locked format to prevent further changes.

1.07 SUBMITTALS

- A. Submittals shall be required for the following items, and for additional items where required elsewhere in the specifications or on the drawings.

1. Submittals List:

Referenced Specification Section	Submittal Item
22 05 29	Hangers and Supports
22 07 19	Plumbing Pipe Insulation
22 10 00	Plumbing Piping Systems and Valves

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Referenced Specification Section	Submittal Item
22 10 30	Plumbing Specialties
22 40 00	Plumbing Fixtures

B. General Submittal Procedures: In addition to the provisions of Division 1, the following are required:

1. Transmittal: Each transmittal shall include the following:
 - a. Date
 - b. Project title and number
 - c. Contractor's name and address
 - d. Division of work (e.g., plumbing, heating, ventilating, etc.)
 - e. Description of items submitted and relevant specification number
 - f. Notations of deviations from the contract documents
 - g. Other pertinent data
2. Submittal Cover Sheet: Each submittal shall include a cover sheet containing:
 - a. Date
 - b. Project title and number
 - c. Architect/Engineer
 - d. Contractor and subcontractors' names and addresses
 - e. Supplier and manufacturer's names and addresses
 - f. Division of work (e.g., plumbing, heating, ventilating, etc.)
 - g. Description of item submitted (using project nomenclature) and relevant specification number
 - h. Notations of deviations from the contract documents
 - i. Other pertinent data
 - j. Provide space for Contractor's review stamps
3. Composition:
 - a. Submittals shall be submitted using specification sections and the project nomenclature for each item.
 - b. Individual submittal packages shall be prepared for items in each specification section. All items within a single specification section shall be packaged together where possible. An individual submittal may contain items from multiple specifications sections if the items are intimately linked (e.g., pumps and motors).
 - c. All sets shall contain an index of the items enclosed with a general topic description on the cover.
4. Content: Submittals shall include all fabrication, erection, layout, and setting drawings; manufacturers' standard drawings; schedules; descriptive literature, catalogs and brochures; performance and test data; electrical power criteria (e.g., voltage, phase, amps, horsepower, kW, etc.) wiring and control diagrams; Short Circuit Current Rating (SCCR); dimensions; shipping and operating weights; shipping splits; service clearances; and all other drawings and descriptive data of materials of construction as may be required to show that the materials, equipment or systems and the location thereof conform to the requirements of the contract documents.

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5. Contractor's Approval Stamp:
 - a. The Contractor shall thoroughly review and approve all shop drawings before submitting them to the Architect/Engineer. The Contractor shall stamp, date and sign each submittal certifying it has been reviewed.
 - b. Unstamped submittals will be rejected.
 - c. The Contractor's review shall include, but not be limited to, verification of the following:
 - 1) Only approved manufacturers are used.
 - 2) Addenda items have been incorporated.
 - 3) Catalog numbers and options match those specified.
 - 4) Performance data matches that specified.
 - 5) Electrical characteristics and loads match those specified.
 - 6) Equipment connection locations, sizes, capacities, etc. have been coordinated with other affected trades.
 - 7) Dimensions and service clearances are suitable for the intended location.
 - 8) Equipment dimensions are coordinated with support steel, housekeeping pads, openings, etc.
 - 9) Constructability issues are resolved (e.g., weights and dimensions are suitable for getting the item into the building and into place, sinks fit into countertops, etc.).
 - d. The Contractor shall review, stamp and approve all subcontractors' submittals as described above.
 - e. The Contractor's approval stamp is required on all submittals. Approval will indicate the Contractor's review of all material and a complete understanding of exactly what is to be furnished. Contractor shall clearly mark all deviations from the contract documents on all submittals. If deviations are not marked by the Contractor, then the item shall be required to meet all drawing and specification requirements.
6. Submittal Identification and Markings:
 - a. The Contractor shall clearly mark each item with the same nomenclature applied on the drawings or in the specifications.
 - b. The Contractor shall clearly indicate the size, finish, material, etc.
 - c. Where more than one model is shown on a manufacturer's sheet, the Contractor shall clearly indicate exactly which item and which data is intended.
 - d. All marks and identifications on the submittals shall be unambiguous.
7. Schedule submittals to expedite the project. Coordinate submission of related items.
8. Identify variations from the contract documents and product or system limitations that may be detrimental to the successful performance of the completed work.
9. Reproduction of contract documents alone is not acceptable for submittals.
10. Incomplete submittals will be rejected without review. Partial submittals will only be reviewed with prior approval from the Architect/Engineer.
11. Submittals not required by the contract documents may be returned without review.
12. The Architect/Engineer's responsibility shall be to review one set of shop drawing submittals for each product. If the first submittal is incomplete or does not comply with the drawings and/or specifications, the Contractor shall be responsible to bear the cost for the Architect/Engineer to recheck and handle the additional shop drawing submittals.

13. Submittals shall be reviewed and approved by the Architect/Engineer **before** releasing any equipment for manufacture or shipment.
14. Contractor's responsibility for errors, omissions, or deviation from the contract documents in submittals is not relieved by the Architect/Engineer's approval.
15. Schedule shall allow for adequate time to perform orderly and proper review of submittals, including time for consultants and Owner if required, and resubmittals by Contractor if necessary, and to cause no delay in Work or in activities of Owner or other contractors.
 - a. Allow at least two weeks for Architect's/Engineer's review and processing of each submittal.
16. Architect/Engineer reserves the right to withhold action on a submittal which, in the Architect/Engineer's opinion, requires coordination with other submittals until related submittals are received. The Architect/Engineer will notify the Contractor, in writing, when they exercise this right.

C. Electronic Submittal Procedures:

1. Distribution: Email submittals as attachments to all parties designated by the Architect/Engineer, unless a web-based submittal program is used.
2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. Submittal file name: 22 XX XX.description.YYYYMMDD
 - b. Transmittal file name: 22 XX XX.description.YYYYMMDD
5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.

1.08 CHANGE ORDERS

- A. A detailed material and labor takeoff shall be prepared for each change order, along with labor rates and markup percentages. Change orders shall be broken down by sheet or associated individual line item indicated in the change associated narrative, whichever provides the most detailed breakdown. Change orders with inadequate breakdown will be rejected.
- B. Itemized pricing with unit cost shall be provided from all distributors and associated subcontractors.
- C. Change order work shall not proceed until authorized.

1.09 PRODUCT DELIVERY, STORAGE, HANDLING & MAINTENANCE

- A. Exercise care in transporting and handling to avoid damage to materials. Store materials on the site to prevent damage. Keep materials clean, dry and free from harmful conditions. Immediately remove any materials that become wet or that are suspected of becoming contaminated with mold or other organisms.

- B. Protect equipment, components, and openings with airtight covers and exercise care at every stage of storage, handling, and installation of equipment to prevent airborne dust and dirt from entering or fouling equipment to include, but not limited to:
 - 1. Ventilation openings.
 - 2. Bearings.
 - 3. Equipment pipe and accessories connection openings. (e.g. boiler connections, coil connections, etc.)
- C. Equipment and components that are visibly damaged or have been subject to environmental conditions prior to building turnover to Owner that could shorten the life of the component (for example, water damage, humidity, dust and debris, excessive hot or cold storage location, etc.) shall be repaired or replaced with new equipment or components without additional cost to the building owner.
- D. Keep all bearings properly lubricated and all belts properly tensioned and aligned.
- E. Coordinate the installation of heavy and large equipment with the General Contractor and/or Owner. If the Mechanical Contractor does not have prior documented experience in rigging and lifting similar equipment, he/she shall contract with a qualified lifting and rigging service that has similar documented experience. Follow all equipment lifting and support guidelines for handling and moving.
- F. Contractor is responsible for moving equipment into the building and/or site. Contractor shall review site prior to bid for path locations and any required building modifications to allow movement of equipment. Contractor shall coordinate the work with other trades.

1.10 WARRANTY

- A. Provide one-year warranty, unless otherwise noted, to the Owner for all fixtures, equipment, materials, and workmanship.
- B. The warranty period for all work in this Division of the specifications shall commence on the date of final acceptance, unless a whole or partial system or any separate piece of equipment or component is put into use for the benefit of any party other than the installing contractor with prior written authorization. In this instance, the warranty period shall commence on the date when such whole system, partial system or separate piece of equipment or component is placed in operation and accepted in writing by the Owner.
- C. Warranty requirements shall extend to correction, without cost to the Owner, of all Work found to be defective or nonconforming to the contract documents. The Contractor shall bear the cost of correcting all damage resulting from defects or nonconformance with contract documents.

1.11 INSURANCE

- A. Contractor shall maintain insurance coverage as set forth in Division 0 of these specifications.

1.12 MATERIAL SUBSTITUTION

- A. Where several manufacturers' names are given, the first manufacturer is the basis for job design and establishes the quality.
- B. Equivalent equipment manufactured by the other listed manufacturers may be used. Contractor shall ensure that all items submitted by these other manufacturers meet all requirements of the drawings and specifications and fits in the allocated space. When using other listed manufacturers, the Contractor shall assume responsibility for any and all modifications necessary (including, but not limited to structural supports, electrical connections, piping and ductwork connections and arrangement, plumbing connections and rough-in, and regulatory agency approval, etc.) and coordinate such with other contractors.
- C. Any material, article or equipment of other unnamed manufacturers which will adequately perform the services and duties imposed by the design and is of a quality equal to or better than the material, article or equipment identified by the drawings and specifications may be used if approval is secured in writing from the Architect/Engineer not later than ten days prior to the bid opening.

- D. This Contractor assumes all costs incurred as a result of using the offered material, article or equipment, on the Contractor's part or on the part of other Contractors whose work is affected.
- E. This Contractor may list voluntary add or deduct prices for alternate materials on the bid form. These items will not be used in determining the low bidder.
- F. All material substitutions requested later than ten (10) days prior to bid opening must be listed as voluntary changes on the bid form.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.01 JOBSITE SAFETY

- A. Neither the professional activities of the Architect/Engineer, nor the presence of the Architect/Engineer or the employees and subconsultants at a construction site, shall relieve the Contractor and other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Architect/Engineer and personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Contractor is solely responsible for jobsite safety. The Architect/Engineer and the Architect/Engineer's consultants shall be indemnified and shall be made additional insureds under the Contractor's general liability insurance policy.

3.02 EXCAVATION, FILL, BACKFILL, COMPACTION

- A. General:
 - 1. Prior to the commencement of any excavation or digging, the Contractor shall verify all underground utilities with the regional utility locator. Provide prior notice to the locator before excavations. Contact information for most regional utility locators can be found at the following website (<https://call811.com/>) or by calling 811.
 - 2. The Contractor shall do all excavating, filling, backfilling and compacting associated with the work.
- B. Excavation:
 - 1. Make all excavations to accurate, solid, undisturbed earth, and to proper dimensions.
 - 2. Where excavations are made in error below foundations, concrete of same strength as specified for the foundations or thoroughly compacted sand-gravel fill, as determined by the Architect/Engineer, shall be placed in such excess excavations. Place thoroughly compacted, clean, stable fill in excess excavations under slabs on grade, at the Contractor's expense.
 - 3. Trim bottom and sides of excavations to grades required for foundations.
 - 4. Protect excavations against frost and freezing.
 - 5. Take care in excavating not to damage surrounding structures, equipment, or buried pipe. Do not undermine footing or foundation.
 - 6. Perform all trenching in a manner to prevent cave-ins and risk to workers.
 - 7. Where original surface is pavement or concrete, the surface shall be saw cut to provide clean edges and assist in the surface restoration.
 - 8. Where satisfactory bearing soil for foundations is not found at the indicated levels, the Architect/Engineer or their representative shall be notified immediately, and no further work shall be done until further instructions are given by the Architect/Engineer or their representative.

C. Underground Obstructions:

1. Known underground piping, foundations, and other obstructions in the vicinity of construction are shown on the drawings. Use great care in making installations near underground obstruction.
2. If objects not shown on the drawings are encountered, remove, relocate, or perform extra work as directed by the Architect/Engineer.

D. Fill and Backfilling:

1. Utilities Bedding: Lay underground utilities on minimum of 6" sand bedding or CA6 crushed stone. Compact bedding under utilities smooth, with no sharp edges protruding, to protect the utilities from puncture. Shape bedding to provide continuous support for bells, joints, and barrels of utilities and for joints and fittings.
2. Envelope Around Utilities to 6" Above Utilities: Place sand or CA6 crushed stone to a height of 6" over utilities in 6" layers. After connection joints are made, any misalignment can be corrected by tamping backfill around the utilities.
3. Backfill From 6" Above Utilities to Earthen Grade: Place all backfill materials above the utilities in uniform layers not exceeding 6" deep.
4. Backfill From 6" Above Utilities to Below Slabs or Paved Area: Where the sand or CA6 crushed stone fill and backfill will ultimately be under a building, floor or paving, each layer of backfill materials shall be compacted to 95% of the maximum density determined by AASHTO Designation T 99 or ASTM Designation D 698. Moisture content of soil at time of compaction shall not exceed plus or minus 2% of optimum moisture content determined by AASHTO T 99 or ASTM D 698 test.
5. Backfill Materials:
 - a. Sand, CA6: Each layer shall be placed, then carefully and uniformly tamped, to eliminate lateral or vertical displacement.
 - b. Native Soil: Native soil materials may be used as backfill if approved by the Geotechnical Engineer. Native soils shall be free of rock or gravel larger than 3" in any dimension and shall be free of debris, waste, frozen materials, vegetation, high void content, and other deleterious materials. Each layer shall be placed, then carefully and uniformly tamped, to eliminate lateral or vertical displacement.
 - c. Flowable Fill: Cementitious, self-leveling, self-compacting slurry as defined by the ACI with compressive strength of 50-100psi at 28 days; consisting of a mixture of fine aggregate or filler, water and cementitious materials. Filler material consists of sand, fly ash, spent foundry sand, quarry fines, baghouse dust. Cementitious materials consist of Portland cement, pozzolanic materials, and self-cementing materials. Flowable fill may be placed in a pour instead of 6" layers noted above.
6. Water shall not be permitted to rise in unbackfilled trenches.
7. Dispose of excess excavated earth as directed.
8. Backfill all trenches and excavations immediately after installing utilities or removal of forms, unless other protection is provided.
9. Around piers and isolated foundations and structures, backfill and fill shall be placed and consolidated simultaneously on all sides to prevent wedge action and displacement. Fill and backfill materials shall be spread in 6 inch uniform horizontal layers with each layer compacted separately to required density.

E. Surface Restoration:

1. Where trenches are cut through existing graded, planted, or landscaped areas, the areas shall be restored to the original condition. Replace all planting removed or damaged to its original condition. A minimum of 6 inches of topsoil shall be applied where disturbed areas are to be seeded or sodded.

2. Concrete or asphalt type pavement, seal coat, rock, gravel or earth surfaces removed or damaged shall be replaced with comparable materials and restored to original condition.

3.03 ARCHITECT/ENGINEER OBSERVATION OF WORK

- A. The Contractor shall provide seven (7) calendar days' notice to the Architect/Engineer prior to:
 1. Placing fill over underground and underslab utilities.
 2. Covering exterior walls, interior partitions and chases.
 3. Installing hard or suspended ceilings and soffits.
- B. The Architect/Engineer will have the opportunity to review the installation and provide a written report noting deficiencies requiring correction. The Contractor's schedule shall account for these reviews and show them as line items in the approved schedule.
- C. Above-Ceiling Final Observation
 1. All work above the ceilings must be complete prior to the Architect/Engineer's review. This includes, but is not limited to:
 - a. Pipe insulation is installed and fully sealed.
 - b. Pipe wall penetrations are sealed.
 - c. Pipe identification and valve tags are installed.
 2. In order to prevent the Above-Ceiling Final Observation from occurring too early, the Contractor shall review the status of the work and certify, in writing, that the work is ready for the Above-Ceiling Final Observation.
 3. It is understood that if the Architect/Engineer finds the ceilings have been installed prior to this review and prior to 7 days elapsing, the Architect/Engineer may not recommend further payments to the contractor until such time as full access has been provided.

3.04 PROJECT CLOSEOUT

- A. The following paragraphs supplement the requirements of Division 1.
- B. Final Jobsite Observation:
 1. In order to prevent the Final Jobsite Observation from occurring too early, the Contractor is required to review the completion status of the project and certify that the job is ready for the final jobsite observation.
 2. Attached to the end of this section is a typical list of items that represent the degree of job completeness expected prior to requesting a review.
 3. Upon Contractor certification that the project is complete and ready for a final observation, the Contractor shall sign the attached certification and return it to the Architect/Engineer so that the final observation can be scheduled.
 4. It is understood that if the Architect/Engineer finds the job not ready for the final observation and that additional trips and observations are required to bring the project to completion, the costs incurred by the Architect/Engineer's additional time and expenses will be deducted from the Contractor's contract retainage prior to final payment at the completion of the job.
- C. Before final payment is authorized, this Contractor must submit the following:
 1. Operation and maintenance manuals with copies of approved shop drawings.
 2. Record documents including marked-up or reproducible drawings and specifications.
 3. A report documenting the instructions given to the Owner's representatives complete with the number of hours spent in the instruction. The report shall bear the signature of an authorized agent of This Contractor and shall be signed by the Owner's representatives.
 4. Start-up reports on all equipment requiring a factory installation inspection or start-up.

5. Provide spare parts, maintenance, and extra materials in quantities specified in individual specification sections. Deliver to project site; receipt by Architect/Engineer required prior to final payment approval.

3.05 OPERATION AND MAINTENANCE MANUALS

A. General:

1. Provide an electronic copy of the O&M manuals as described below for Architect/Engineer's review and approval. The electronic copy shall be corrected as required to address the Architect/Engineer's comments. Once corrected, electronic copies and paper copies shall be distributed as directed by the Architect/Engineer.
2. Approved O&M manuals shall be completed and in the Owner's possession prior to Owner's acceptance and at least 10 days prior to instruction of operating personnel.

B. Electronic Submittal Procedures:

1. Distribution: Email the O&M manual as attachments to all parties designated by the Architect/Engineer.
2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. O&M file name: O&M.div22.contractor.YYYYMMDD
 - b. Transmittal file name: O&Mtransmittal.div22.contractor.YYYYMMDD
5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.
6. Provide the Owner with an approved copy of the O&M manual on compact discs (CD), digital video discs (DVD), or flash drives with a permanently affixed label, printed with the title "Operation and Maintenance Instructions", title of the project and subject matter of disc/flash drive when multiple disc/flash drives are required.
7. All text shall be searchable.
8. Bookmarks shall be used, dividing information first by specification section, then systems, major equipment and finally individual items. All bookmark titles shall include the nomenclature used in the construction documents and shall be an active link to the first page of the section being referenced.

C. Operation and Maintenance Instructions shall include:

1. Title Page: Include title page with project title, Architect, Engineer, Contractor, all subcontractors, and major equipment suppliers, with addresses, telephone numbers, website addresses, email addresses and point of contacts. Website URLs and email addresses shall be active links in the electronic submittal.
2. Table of Contents: Include a table of contents describing specification section, systems, major equipment, and individual items.
3. Copies of all final approved shop drawings and submittals. Include Architect's/Engineer's shop drawing review comments. Insert the individual shop drawing directly after the Operation and Maintenance information for the item(s) in the review form.
4. Copy of final approved test and balance reports.
5. Copies of all factory inspections and/or equipment startup reports.

6. Copies of warranties.
7. Schematic electrical power/controls wiring diagrams of the equipment that have been updated for field conditions. Field wiring shall have label numbers to match drawings.
8. Dimensional drawings of equipment.
9. Capacities and utility consumption of equipment.
10. Detailed parts lists with lists of suppliers.
11. Operating procedures for each system.
12. Maintenance schedule and procedures. Include a chart listing maintenance requirements and frequency.
13. Repair procedures for major components.
14. List of lubricants in all equipment and recommended frequency of lubrication.
15. Instruction books, cards, and manuals furnished with the equipment.
16. Owner and Contractor attendance list for domestic water systems operation, maintenance, and flushing training.

3.06 INSTRUCTING THE OWNER'S REPRESENTATIVES

- A. Adequately instruct the Owner's designated representatives in the maintenance, care, and operation of all systems installed under this contract.
- B. Provide verbal and written instructions to the Owner's representatives by FACTORY PERSONNEL in the care, maintenance, and operation of the equipment and systems.
- C. The Owner has the option to make a video recording of all instructions. Coordinate schedule of instructions to facilitate this recording.
- D. The instructions shall include:
 1. Explanation of all system flow diagrams.
 2. Maintenance of equipment.
 3. Start-up procedures for all major equipment.
 4. Explanation of seasonal system changes.
 5. Explanation of Owner's Responsibilities to operate, maintain, and flush domestic water system (i.e., ASHRAE Standard 188).
- E. Notify the Architect/Engineer of the time and place for the verbal instructions to be given to the Owner's representative so a representative can attend if desired.
- F. Minimum hours of instruction for each item shall be:
 1. All Domestic Water Systems operation, maintenance and flushing of all fixtures and dead legs - 0.5 hours
- G. The Contractor shall prepare a detailed, written training agenda and submit it to the Architect/Engineer a minimum of two weeks prior to the formal training for approval. The written agenda shall include specific training points within the items described above. For example: how to adjust setpoints, troubleshooting, proper start-up, proper shut-down, seasonal changes, draining, venting, changing filters, changing belts, etc. Failure to provide and follow an approved training agenda may result in additional training required at the expense of the Contractor.
- H. Operating Instructions:
 1. Contractor is responsible for all instructions to the Owner's representatives for the mechanical and control systems.
 2. If the Contractor does not have staff that can adequately provide the required instructions the Contractor shall include in the bid an adequate amount to reimburse the Owner for the Architect/Engineer to perform these services.

3.07 SYSTEM STARTING AND ADJUSTING

- A. The plumbing systems shall be complete and operating. System startup, testing, adjusting, and balancing to obtain satisfactory system performance is the responsibility of the Contractor. This includes calibration and adjustments of all controls, noise level adjustments and final adjustments as required.
- B. Contractor shall adjust the plumbing systems and controls at season changes during the one year warranty period, as required, to provide satisfactory operation and to prove performance of all systems in all seasons.
- C. All operating conditions and control sequences shall be tested during the start-up period. Test all interlocks, safety shutdowns, controls, and alarms.
- D. The Contractor, subcontractors, and equipment suppliers shall have skilled technicians to ensure that all systems perform properly. If the Architect/Engineer is requested to visit the job site for troubleshooting, assisting in start-up, obtaining satisfactory equipment operation, resolving installation and/or workmanship problems, equipment substitution issues or unsatisfactory system performance, including call backs during the warranty period, through no fault of the design; the Contractor shall reimburse the Owner on a time and materials basis for services rendered at the Architect/Engineer's standard hourly rates in effect when the services are requested. The Contractor shall pay the Owner for services required that are product, installation or workmanship related. Payment is due within 30 days after services are rendered.

3.08 RECORD DOCUMENTS

- A. The following paragraphs supplement Division 1 requirements.
- B. Maintain at the job site a separate and complete set of plumbing drawings and specifications with all changes made to the systems clearly and permanently marked in complete detail.
- C. Mark drawings to indicate revisions to piping size and location, both exterior and interior; including locations of devices, requiring periodic maintenance or repair; actual equipment locations, dimensioned from column lines; actual invert and locations of underground piping; concealed equipment, dimensioned from column lines; mains and branches of piping systems, with valves and control devices located and numbered, concealed unions located, and with items requiring maintenance located; Change Orders; concealed control system devices.
- D. Mark specifications to show approved substitutions; Change Orders, and actual equipment and materials used.
- E. Record changes daily and keep the marked drawings available for the Architect/Engineer's examination at any normal work time.
- F. Upon completing the job, and before final payment is made, give the marked-up drawings to the Architect/Engineer.

3.09 ADJUST AND CLEAN

- A. Thoroughly clean all equipment and systems prior to the Owner's final acceptance of the project. Clean all foreign paint, grease, oil, dirt, labels, stickers, and other foreign material from all equipment.
- B. Clean all areas where moisture is present. Immediately report any mold, biological growth, or water damage.
- C. Remove all rust, scale, dirt, oils, stickers and thoroughly clean exterior of all exposed piping, hangers, and accessories.
- D. Remove all rubbish, debris, etc., accumulated during construction from the premises.

3.10 SPECIAL REQUIREMENTS

- A. Contractor shall coordinate the installation of all equipment, valves, dampers, operators, etc., with other trades to maintain clear access area for servicing.
- B. All equipment shall be installed in such a way to maximize access to parts needing service or maintenance. Review the final field location, placement, and orientation of equipment with the Owner's designated representative prior to setting equipment.
- C. Installation of equipment or devices without regard to coordination of access requirements and confirmation with the Owner's designated representative will result in removal and reinstallation of the equipment at the Contractor's expense.

3.11 IAQ MAINTENANCE FOR OCCUPIED FACILITIES UNDER CONSTRUCTION

- A. Contractors shall make all reasonable efforts to prevent construction activities from affecting the air quality of the occupied areas of the building or outdoor areas near the building. These measures shall include, but not be limited to:
 - 1. All contractors shall endeavor to minimize the amount of contaminants generated during construction. Methods to be employed shall include, but not be limited to:
 - a. Minimizing the amount of dust generated.
 - b. Reducing solvent fumes and VOC emissions.
 - c. Maintain good housekeeping practices, including sweeping and periodic dust and debris removal. There should be no visible haze in the air.
 - d. Protect stored on-site and installed absorptive materials from moisture damage.
 - 2. Request that the Owner designate an IAQ representative.
 - 3. Review and receive approval from the Owner's IAQ representative for all IAQ-related construction activities and negative pressure containment plans.
 - 4. Inform the IAQ representative of all conditions that could adversely impact IAQ, including operations that will produce higher than normal dust production or odors.
 - 5. Schedule activities that may cause IAQ conditions that are not acceptable to the Owner's IAQ representative during unoccupied periods.
 - 6. Request copies of and follow all of the Owner's IAQ and infection control policies.
 - 7. Unless no other access is possible, the entrance to construction site shall not be through the existing facility.
 - 8. To minimize growth of infectious organisms, do not permit damp areas in or near the construction area to remain for over 24 hours.
 - 9. In addition to the criteria above, provide measures as recommended in the SMACNA "IAQ Guidelines for Occupied Buildings Under Construction".

READINESS CERTIFICATION PRIOR TO FINAL JOBSITE OBSERVATION

To prevent the final job observation from occurring too early, we require that the Contractor review the completion status of the project and, by copy of this document, certify that the job is indeed ready for the final job observation. The following is a typical list of items that represent the degree of job completeness expected prior to requesting a final job observation.

1. Penetrations fire sealed and labeled in accordance with specifications.
2. All plumbing fixtures installed and caulked.
3. Pipe insulation complete, pipes labeled and valves tagged.
4. Owner and Contractor attendance list for domestic water systems operation, maintenance, and flushing training.

Accepted by:

Prime Contractor _____

By _____ Date _____

Upon Contractor certification that the project is complete and ready for a final job observation, we require the Contractor to sign this agreement and return it to the Architect/Engineer so that the final observation can be scheduled.

It is understood that if the Architect/Engineer finds the job not ready for the final observation and that additional trips and observations are required to bring the project to completion, the costs incurred by the Architect/Engineer for additional time and expenses will be deducted from the Contractor's contract retainage prior to final payment at the completion of the job.

END OF SECTION 220500

**SECTION 220505
PLUMBING DEMOLITION FOR REMODELING**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Mechanical Demolition.
- B. Cutting and Patching.

PART 2 - PRODUCTS

2.01 MATERIALS AND EQUIPMENT

- A. Materials and equipment shall be as specified in individual Sections.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. THE DRAWINGS ARE INTENDED TO INDICATE THE GENERAL SCOPE OF WORK AND DO NOT SHOW EVERY PIPE, DUCT, OR PIECE OF EQUIPMENT THAT MUST BE REMOVED. THE CONTRACTOR SHALL VISIT THE SITE AND VERIFY CONDITIONS PRIOR TO SUBMITTING A BID.
- B. Where walls, ceilings, etc., are shown as being removed on general drawings, the Contractor shall remove all mechanical equipment, devices, fixtures, piping, ducts, systems, etc., from the removed area.
- C. Where ceilings, walls, partitions, etc., are temporarily removed and replaced by others, This Contractor shall remove, store, and replace equipment, devices, fixtures, pipes, ducts, systems, etc.
- D. Verify that abandoned utilities serve only abandoned equipment or facilities. Extend services to facilities or equipment that shall remain in operation following demolition.
- E. Coordinate work with all other Contractors and the Owner. Schedule removal of equipment to avoid conflicts.
- F. This Contractor shall verify all existing equipment sizes and capacities where equipment is scheduled to be replaced or modified, prior to ordering new equipment.
- G. Bid submittal shall mean the Contractor has visited the project site and verified existing conditions and scope of work.

3.02 PREPARATION

- A. Disconnect plumbing systems in walls, floors, and ceilings scheduled for removal.
- B. Provide temporary connections to maintain existing systems in service during construction. When work must be performed on operating equipment, use personnel experienced in such operations.
- C. Existing Plumbing System: Maintain service to all plumbing fixtures until new piping is installed. Obtain permission from Owner at least 48 hours before shutting down system for any reason. Make changeover to new piping with minimum outage. Do not disconnect any roof drainage piping until new piping is in place and operational.

3.03 DEMOLITION AND EXTENSION OF EXISTING MECHANICAL WORK

- A. Demolish and extend existing plumbing work under provisions of Division 2 and this Section.
- B. Remove, relocate, and extend existing installations to accommodate new construction.
- C. Remove abandoned piping to source of supply and/or main lines.
- D. Remove exposed abandoned pipes, including abandoned pipes above accessible ceilings. Cut pipes above ceilings, below floors and behind walls. Cap remaining lines. Repair building construction to match original. Remove all clamps, hangers, supports, etc. associated with pipe and duct removal.

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- E. Disconnect and remove mechanical devices and equipment serving equipment that has been removed.
- F. Repair adjacent construction and finishes damaged during demolition and extension work.
- G. Extend existing installations using materials and methods compatible with existing installations, or as specified.
- H. Remove unused sections of domestic water piping back to active mains and cap. Capped pipe length shall be less than 1.5 times the capped pipe diameter to prevent "dead legs".
- I. Temporarily cap all openings to the sanitary and vent system to prevent odor from entering the work area and building.

3.04 CUTTING AND PATCHING

- A. This Contractor is responsible for all penetrations of existing construction required to complete the work of this project. Refer to Section 220529 for additional requirements.
- B. Penetrations in existing construction should be reviewed carefully prior to proceeding with any work.
- C. Penetrations shall be neat and clean with smooth and/or finished edges. Core drill where possible for clean opening.
- D. Repair existing construction as required after penetration is complete to restore to original condition. Use similar materials and match adjacent construction unless otherwise noted or agreed to by the Architect/Engineer prior to start of work.
- E. Floor slab on grade is a structural slab. All penetrations shall be X-rayed prior to cutting and/or drilling to avoid rebar or utilities encased in floor construction. Provide rebar dowels to replace damaged rebar and pin existing slab with patched slab. Refer to discipline plans for additional information.
- F. Floor slabs may contain conduit systems. This Contractor is responsible for taking any measures required to ensure no conduits or other services are damaged. This includes X-ray or similar non-destructive means.
- G. This Contractor is responsible for all costs incurred in repair, relocations, or replacement of any cables, conduits, or other services if damaged without proper investigation.

3.05 CLEANING AND REPAIR

- A. Clean and repair existing materials and equipment which remain or are to be reused.
- B. Clean all systems adjacent to project which are affected by the dust and debris caused by this construction.
- C. PLUMBING ITEMS REMOVED AND NOT RELOCATED REMAIN THE PROPERTY OF THE OWNER. CONTRACTOR SHALL PLACE ITEMS RETAINED BY THE OWNER IN A LOCATION COORDINATED WITH THE OWNER. THE CONTRACTOR SHALL DISPOSE OF MATERIAL THE OWNER DOES NOT WANT TO REUSE OR RETAIN FOR MAINTENANCE PURPOSES.

3.06 SPECIAL REQUIREMENTS

- A. Install temporary filter media over outside air intakes which are within 100 feet of the limits of construction. This Contractor shall complete any cleaning required for existing systems which are affected by construction dust and debris.
- B. Review locations of all new penetrations in existing floor slabs or walls. Determine construction type and review for possible interferences. Bring all concerns to the attention of the Architect/Engineer before proceeding.

END OF SECTION 220505

SECTION 220529
PLUMBING SUPPORTS AND ANCHORS

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Hangers, Supports, and Associated Anchors.
- B. Sleeves and Seals.
- C. Cutting of Openings.
- D. Escutcheon Plates and Trim.

1.02 REFERENCES

- A. MSS SP-58 - Pipe Hangers and Supports - Materials, Design, Manufacture, Selection, Application, and Installation.
- B. MSS SP-69 - Pipe Hangers and Supports - Selection and Application.
- C. MSS SP-89 - Pipe Hangers and Supports - Fabrication and Installation Practices

1.03 SUBMITTALS

- A. Submit shop drawings and product data under provisions of Section 220500. Include plastic pipe manufacturers' support spacing requirements.

1.04 WORK FURNISHED BUT INSTALLED UNDER OTHER SECTIONS

- A. Furnish sleeves and hanger inserts to General Contractor for placement into formwork.

PART 2 - PRODUCTS**2.01 HANGER RODS**

- A. Hanger rods for single rod hangers shall conform to the following:
 - 1. Steel, Cast Iron, and Glass Pipe:
 - a. Hanger Rod Diameter:
 - 1) 2" and smaller: 3/8"
 - 2) 2-1/2" through 3-5/8": 1/2"
 - 2. Copper Pipe:
 - a. Hanger Rod Diameter:
 - 1) 2" and smaller: 3/8"
 - 2) 2-1/2" through 3-5/8": 1/2"
- B. Rods for double rod hangers may be reduced one size. Minimum rod diameter is 3/8 inches.
- C. Hanger rods and accessories used in mechanical spaces or otherwise dry areas shall have ASTM B633 electro-plated zinc finish.

2.02 PIPE AND STRUCTURAL SUPPORTS

- A. General:
 - 1. Pipe hangers, clamps, and supports shall conform to Manufacturers Standardization Society MSS SP-58, -69, and -89 (where applicable).
 - 2. On all insulated piping, provide at each support an insert of same thickness and contour as adjoining insulation, between the pipe and insulation jacket, to prevent insulation from sagging and crushing. Refer to insulation specifications for materials and additional information.

3. Copper piping located in an exposed area, including indirect waste piping in janitor's closets, shall use split ring standoff hangers for copper tubing. Support shall include plastic pipe insert similar to Unistrut Cush-A-Clamp, Hydra-Zorb, nVent Cushion Clamp or Eaton Vibra-Clamp. Use electro-galvanized or more corrosion resistant and threaded rod for floor applications. Use anchors applicable to the wall type with corrosion resistant threaded rod for wall applications.
 - a. Products:
 - 1) nVent/M-Co Model #456
 - 2) Eaton Fig. 3198HCT
 - 3) Anvil Fig. CT138R
- B. Hangers and Clamps:
 1. Oversize all hangers, clamps, and supports on insulated piping to allow insulation and jacket to pass through unbroken. This applies to both hot and cold pipes.
 2. Hangers in direct contact with bare copper pipe shall include plastic pipe insert similar to Unistrut Cush-A-Clamp, Hydra-Zorb, nVent Cushion Clamp or Eaton Vibra-Clamp within their temperature limits of -65F to +275F.
 3. Vertical cold pipe drops and rough-ins to fixtures shall be supported by insulated pipe clamps to prevent thermal bridging and condensation.
 4. On all insulated piping, provide a semi-cylindrical metallic shield and vapor barrier jacket.
 5. Unless otherwise indicated, hangers shall be as follows:
 - a. Clevis Type: Bare Metal Pipe, Insulated Cold Pipe, Insulated Hot Pipe - 3 inches & Smaller
 - 1) Products: Bare Steel Plastic or Insulated Pipe:
 - a) Anvil Fig. 260
 - b) Eaton Fig. 3100
 - c) nVent Model 400
 - 2) Products: Bare Copper Pipe Felt:
 - a) Eaton Fig. B3104F or B3100CTC
 - b) Anvil Fig. CT65
 - c) nVent Fig. 402
 - b. Adjustable Swivel Ring Type: Bare Metal Pipe - 4 inches and Smaller
 - 1) Products: Bare Copper Pipe:
 - a) Eaton Fig. B3170CTC
 - b) nVent 102A0 Series
 - c) Anvil Fig. CT-69
 6. Support may be fabricated from U-channel strut or similar shapes. Piping less than 4" in diameter shall be secured to strut with clamps of proper design and capacity as required to maintain spacing and alignment. Strut shall be independently supported from hanger drops or building structure. Size and support shall be per manufacturer's installation requirements for structural support of piping. Clamps shall not interrupt piping insulation.
 - a. Strut used in damp areas listed in hanger rods shall have ASTM A123 hot-dip galvanized finish applied after fabrication.

7. Unless otherwise indicated, pipe supports for use with struts shall be as follows:
 - a. Clamp Type: Bare Metal Pipe, Insulated Cold Pipe, Insulated Hot Pipe - 3 inches and smaller
 - 1) Clamps in direct contact with copper pipe shall include plastic pipe insert similar to Unistrut Cush-A-Clamp, Hydra-Zorb, nVent Cushion Clamp or Eaton Vibra-Clamp.
 - 2) Pipes subject to expansion and contraction shall have clamps oversized to allow limited pipe movement.
 - 3) Products: Bare Steel, Plastic or Insulated Pipe:
 - a) Unistrut Fig. P1100 or P2500
 - b) Eaton Fig. B2000 or B2400
 - c) Anvil Fig. AS1200
 - d) nVent USC
 - 4) Products: Bare Copper Pipe:
 - a) Eaton Fig. BVT
 - b) nVent CADDY Cushion Clamp

C. Upper (Structural) Attachments:

1. Unless otherwise shown, upper attachments for hanger rods or support struts shall be as follows:
 - a. Steel Structure Clamps: C-Type Wide Flange Beam Clamps (for use on top and/or bottom of wide flanges. Not permitted for use with bar-joists.):
 - 1) Products:
 - a) Anvil Fig. 86
 - b) Eaton Fig. B3033/B3034
 - c) nVent Model 300 & 310
 - b. Steel Structure Clamps: Scissor Type Beam Clamps (for use with bar-joists and wide flange):
 - 1) Products:
 - a) Anvil Fig. 228, 292
 - b) Eaton Fig. B3054
 - c) nVent Model 360
 - c. Concentrically Loaded Open Web Joist Hangers (for use with bar joists):
 - 1) Products:
 - a) MCL. M1, M2 or M3

2.03 OPENINGS IN FLOORS, WALLS AND CEILINGS

- A. Exact locations of all openings for the installation of materials shall be determined by the Contractor and given to the General Contractor for installation or construction as the structure is built.
- B. Coordinate all openings with other Contractors.
- C. Hire the proper tradesman and furnish all labor, material and equipment to cut openings in or through existing structures, or openings in new structures that were not installed, or additional openings. Repair all spalling and damage to the satisfaction of the Architect/Engineer. Make saw cuts before breaking out concrete to ensure even and uniform opening edges.

- D. Said cutting shall be at the complete expense of each Contractor. Failure to coordinate openings with other Contractors shall not exempt the Contractor from providing openings at Contractor's expense.
- E. Do not cut structural members without written approval of the Architect or Structural Engineer.

2.04 ESCUTCHEON PLATES AND TRIM

- A. Fit escutcheons to all insulated or uninsulated exposed pipes passing through walls, floors, or ceilings of finished rooms.
- B. Escutcheons shall be heavy gauge, cold rolled steel, copper coated under a chromium plated finish, heavy spring clip, rigid hinge and latch.
- C. Install galvanized steel (unless otherwise indicated) trim strip to cover vacant space and raw construction edges of all rectangular openings in finished rooms. This includes pipe openings.

2.05 PIPE PENETRATIONS

- A. Seal all pipe penetrations. Seal non-rated walls and floor penetrations with grout or caulk. Backing material may be used.
- B. Seal fire rated wall and floor penetrations with fire seal system as specified.

2.06 FINISH

- A. Prime coat exposed steel hangers and supports. Hangers and supports in crawl spaces, pipe shafts, and suspended ceiling spaces are not considered exposed.

PART 3 - EXECUTION

3.01 PLUMBING SUPPORTS AND ANCHORS

- A. General Installation Requirements:
 1. Install all items per manufacturer's instructions.
 2. Coordinate the location and method of support of piping systems with all installations under other Divisions and Sections of the Specifications.
 3. Where pipe support members are welded to structural building framing, scrape, brush clean, and apply one coat of zinc rich primer to welding.
 4. Supports shall extend directly to building structure. Do not support piping from duct hangers unless coordinated with Sheet Metal Contractor prior to installation. Do not allow lighting or ceiling supports to be hung from piping supports.
- B. Supports Requirements:
 1. Where building structural steel is fireproofed, all hangers, clamps, auxiliary steel, etc., which attach to it shall be installed prior to application of fireproofing. Repair all fireproofing damaged during pipe installation.
 2. Furnish, install and prime all auxiliary structural steel for support of piping systems that are not shown on the Drawings as being by others.
 3. Install hangers and supports complete with lock nuts, clamps, rods, bolts, couplings, swivels, inserts and required accessories.
 4. Hangers for horizontal piping shall have adequate means of vertical adjustment for alignment.
- C. Pipe Requirements:
 1. Support all piping and equipment, including valves, strainers, traps and other specialties and accessories to avoid objectionable or excessive stress, deflection, swaying, sagging or vibration in the piping or building structure during erection, cleaning, testing and normal operation of the systems.
 2. Do not, however, restrain piping to cause it to snake or buckle between supports or to prevent proper movement due to expansion and contraction.

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3. Support piping at equipment and valves so they can be disconnected and removed without further supporting the piping.
 4. Piping shall not introduce strains or distortion to connected equipment.
 5. Parallel horizontal pipes may be supported on trapeze hangers made of structural shapes and hanger rods; otherwise, pipes shall be supported with individual hangers.
 6. Trapeze hangers may be used where ducts interfere with normal pipe hanging.
 7. Provide additional supports where pipe changes direction, adjacent to flanged valves and strainers, at equipment connections and heavy fittings.
 8. Provide at least one hanger adjacent to each joint in grooved end steel pipe with mechanical couplings.
- D. Provided the installation complies with all loading requirements of truss and joist manufacturers, the following practices are acceptable:
1. For attachments to joists that are concentrically loaded on the joist, a max of 100 lbs. may be attached to the joist within a chord panel.
 2. For attachments to joists that are eccentrically loaded, a max of 25 lbs. may be attached to the joist within a chord panel without an additional angle.
 3. Multiple attachments are allowed in each chord panel as long as the sum of the loads do not exceed the max load indicated.
 4. For loads between 100 lbs. - 200 lbs., additional L2x2x3/16" (L51xL51x4.8) ASTM A36 structural steel angles are required and joist must be concentrically loaded.
 5. For loading conditions noted above, total sum of loads shall not exceed 200 lbs. for an 8 ft segment of joist. For loads greater than 200 lbs. and not noted on the drawings, contact engineer prior to installation.
 6. No loads shall be supported from joist bridging.
 7. It is prohibited to cantilever a load using an angle or other structural component that is attached to a truss or joist in such a fashion that a torsional force is applied to that structural member.
 8. If conditions cannot be met, coordinate installation with truss or joist manufacturer and contact Architect/Engineer.
- E. After piping and insulation installation are complete, cut hanger rods back at trapeze supports so they do not extend more than 3/4" below bottom face of lowest fastener and blunt any sharp edges.
- F. Do not exceed 25 lbs. per hanger and a minimum spacing of 2'-0" on center when attaching to metal roof decking (limitation not required with concrete on metal deck). This 25 lbs. load and 2'-0" spacing include adjacent electrical and architectural items hanging from deck. If the hanger restrictions cannot be achieved, supplemental framing off steel framing will need to be added.
- G. Do not exceed the manufacturer's recommended maximum load for any hanger or support.
- H. Steel Structure: Spacing of hangers shall not exceed the compressive strength of the insulation inserts, and in no case shall exceed the following:
1. Hard Drawn Copper & Brass (Liquid Service):
 - a. Maximum Spacing:
 - 1) 3/4" and under: 5'-0"
 - 2) 1": 6'-0"
 - 3) 1-1/4": 7'-0"
 - 4) 1-1/2" 8'-0"

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- 5) 2": 8'-0"
- 6) 2-1/2": 9'-0"
- I. Installation of hangers shall conform to MSS SP-58, -69, -89, and the applicable Plumbing Code.

END OF SECTION 220529

**SECTION 220719
PLUMBING PIPING INSULATION**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Piping Insulation.

1.02 QUALITY ASSURANCE

- A. Applicator: Company specializing in piping insulation application with five years minimum experience.
- B. Materials: Listed and labeled for flame spread/smoke developed rating of no more than 25/50 when tested per ASTM E84 or UL 723 as required by code. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers with appropriate markings of applicable testing agency.
- C. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- D. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- E. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.

1.03 REFERENCES

- A. ANSI/ASHRAE/IES Standard 90.1 (latest published edition) - Energy Standard for Buildings Except Low-Rise Residential Buildings.
- B. ANSI/ASTM C534 - Elastomeric Foam Insulation.
- C. ASTM C1126 - Standard Specification for Faced or Unfaced Rigid Cellular Phenolic Thermal Insulation.
- D. ASTM E84 - Surface Burning Characteristics of Building Materials.
- E. NFPA 255 - Surface Burning Characteristics of Building Materials.
- F. UL 723 - Surface Burning Characteristics of Building Materials.
- G. National Commercial & Industrial Insulation Standards - 1999 Edition - as published by Midwest Insulation Contractors Association and endorsed by National Insulation Contractors Association.

1.04 SUBMITTALS

- A. Submit shop drawings per Section 220500. Include product description, list of materials and thickness for each service, and locations.

PART 2 - PRODUCTS

2.01 INSULATION

- A. Type A: Glass fiber; ANSI/ASTM C547; 0.24 maximum 'K' value at 75F; non-combustible, minimum density 3.0 lb/cu. ft (48kg/m3). All-purpose polymer or polypropylene service jacket, listed and labeled at no more than 25/50 when tested per ASTM E84 or UL 723 as required by code.
- B. Type B: Flexible elastomeric foam insulation; closed-cell, sponge or expanded rubber (polyethylene type is not permitted); ANSI/ASTM C534 Grade 1 Type I for tubular materials; flexible plastic; 0.25 maximum 'K' value at 75F, minimum density 3.0 lb/cu. ft (48kg/m3), listed and labeled at no more than 25/50 when tested per ASTM E84 or UL 723 as required by code. Maximum 1" thick per layer where multiple layers are specified.

2.02 VAPOR BARRIER JACKETS

- A. All-purpose polymer or polypropylene service jacket vapor barrier with self-sealing adhesive joints. Beach puncture resistance ratio of at least 50 units. Tensile strength: 35 psi minimum. Single, self-seal acrylic adhesive on longitudinal jacket laps and butt strips.
- B. Polyvinylidene Chloride (PVDC or Saran) film and tape: Durable and highly moisture and moisture vapor resistant. Please refer to manufacturer's recommended installation guidelines.

PART 3 - EXECUTION**3.01 PREPARATION**

- A. Install insulation after piping has been tested. Pipe shall be clean, dry and free of rust before applying insulation.

3.02 INSTALLATION

- A. General Installation Requirements:
 - 1. Install materials per manufacturer's instructions, building codes and industry standards.
 - 2. Continue insulation with vapor barrier through penetrations. This applies to all insulated piping. Maintain fire rating of all penetrations.
- B. Insulated Piping Operating Below 60F:
 - 1. Insulate fittings, valves, unions, flanges, strainers, flexible connections, flexible hoses, and expansion joints. Seal all penetrations of vapor barrier.
 - 2. All balance valves with fluid operating below 60F shall be insulated with a removable plug wrapped with vapor barrier tape to allow reading and adjusting of the valve.
- C. Insulated Piping Operating Between 60F and 140F:
 - 1. Do not insulate flanges and unions, but bevel and seal ends of insulation at such locations. Insulate all fittings, valves and strainers.

3.03 SUPPORT PROTECTION

- A. Insulation with pipe size greater than 1-1/2" (38mm) shall be protected from sagging and crushing by one of the following means.
 - 1. High Compressive Strength Insert: On all insulated piping greater than 1-1/2", provide shield with insulation insert of same thickness and contour as adjoining insulation at each support, between the pipe and insulation jacket, to prevent insulation from sagging and crushing. Inserts shall be as follows:
 - a. The insert shall be suitable for planned temperatures, be suitable for use with specific pipe material, and shall be a minimum 180-degree cylindrical segment the same length as metal shields. Inserts shall be:
 - b. Cellular glass (Type C) (for all temperature ranges) with a minimum compressive strength of 90 psi is acceptable for pipe sizes 14" and below. For pipe sizes larger than 14", provide rolled steel plate in addition to the shield.
 - c. Molded hydrous calcium silicate (Type D) (only use for pipes with operating temperatures above 90F, with a minimum compressive strength of 100 psi is acceptable for pipe sizes 14" and below. For pipe sizes larger than 14", provide rolled steel plate in addition to the shield.
 - d. Polyisocyanurate insulation (Type E) (for pipes below 300F with a minimum compressive strength of 24 psi is acceptable for pipe sizes 3" and below, minimum 60 psi for pipe sizes 4" to 10". For pipe sizes larger than 10", provide rolled steel plate in addition to the shield. Where insulation is installed on piping located within return air plenums and mechanical rooms, insulation shall be listed and labeled at no more than 25/50 when tested per ASTM E84 or UL 723 as required by code.

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- e. Provide metal shields between hangers or supports and the pipe insulation/insert. Shields shall be galvanized sheet metal, half-round with flared edges. Adhere shields to insulation. On cold piping, seal the shields vapor-tight to the insulation as required to maintain the vapor barrier, or add separate vapor barrier jacket.
 - 1) Shields shall be at least the following lengths and gauges:

Pipe Size	Shield Size
1/2" to 3-1/2"	12" long x 18 gauge
 - f. Where rolled steel plate is noted above, provide minimum 1/4" (6mm) rolled galvanized steel plates in addition to the shield as reinforcement on large pipes as noted above to reduce point loading on roller, trapeze hanger and strut support locations depending on insulation compressive strength.
 - 2. Premanufactured Insulation Insert/Shield: As an alternative to separate pipe insulation insert and saddle, properly sized manufactured integral rigid insulation insert and shield assemblies may be used.
 - a. Products:
 - 1) Buckaroo CoolDry
 - 2) Cooper/B-Line Fig. B3380 through B3384
 - 3) Pipe Shields A1000, A2000
 - 3. Premanufactured Insulation Couplings:
 - a. Molded thermoplastic slip coupling, -65F to 275F, sizes up to 4-1/8" OD, and receive insulation thickness up to 1". Suitable for use indoors or outdoors with UV stabilizers. Vertical insulation riser clamps shall have a 1,000 lb. vertical load rating. On cold pipes operating below 60F, cover joint and coupling with vapor barrier mastic to ensure continuous vapor barrier.
 - b. PET thermoplastic foam load bearing core with elastomeric foam ends and lap-seal jacket.
 - c. Horizontal Strut Mounted Insulated Pipe Manufacturers:
 - 1) Klo-Shure or equal
 - 2) Armafix Ecolight
 - d. Vertical:
 - 1) Manufacturers: Klo-Shure Titan or equal
 - 4. Premanufactured shield/saddle for use with Elastomeric Foam (Type B): Molded thermoplastic rigid pipe saddle sized for insulation outside diameter. Length as required by manufacturer.
- B. Rectangular blocks, plugs, or wood material are not acceptable.
 - C. Temporary wood blocking may be used by the Piping Contractor for proper height; however, these must be removed and replaced with proper inserts by the Insulation Contractor. Refer to Supports and Anchors specification section for additional information.
 - D. Neatly finish insulation at supports, protrusions, and interruptions.
 - E. Ferrous hot piping 4 inches and larger, provide steel saddle at rollers as described in Section 220529 "Plumbing Supports and Anchors".

3.04 INSULATION

- A. Type A Insulation:
 - 1. All Service Jackets: Seal all longitudinal joints with self-seal laps using a single pressure sensitive adhesive system. Do not staple.
 - 2. Insulation without self-seal lap may be used if installed with Benjamin Foster 85-20 or equivalent Chicago Mastic, 3M or Childers lap adhesive.

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3. Apply insulation with laps on top of pipe.
4. Fittings, Valve Bodies and Flanges: For 4" and smaller pipes, insulate with 1 lb. density insulation wrapped under compression to a thickness equal to the adjacent pipe insulation. For pipes over 4", use mitered segments of pipe insulation. Finish with preformed plastic fitting covers. Secure fitting covers with pressure sensitive tape at each end. Overlap tape at least 2" on itself. For pipes operating below 60F, seal fitting covers with vapor retarder mastic in addition to tape.

B. Type B Insulation:

1. Install per manufacturer's instructions or ASTM C1710.
2. Elastomeric Cellular Foam: Where possible, slip insulation over the open end of pipe without slitting. Seal all butt ends, longitudinal seams, and fittings with adhesive. At elbows and tees, use mitered connections. Do not compress or crush insulation at cemented joints. Joints shall be sealed completely and not pucker or wrinkle. Exterior installations shall contain factory applied polymeric, moisture, and UV resistant covering with ends sealed with adhesive and similar cover; or Contractor shall paint the outside of outdoor insulation with two coats of latex enamel paint recommended by the manufacturer.
3. Insulation Installation on Straight Pipes and Tubes:
 - a. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
 - b. Insulation must be installed in compression to allow for expansion and contraction. Insulation shall be pushed onto the pipe, never pulled. Stretching of insulation may result in open seams and joints.
4. Insulation Installation on Valves and Pipe Specialties:
 - a. Install preformed sections of same material as straight segments of pipe insulation when available.
 - b. When preformed sections are not available, install mitered sections of pipe insulation to valve body.
 - c. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.

3.05 SCHEDULE

- A. Refer to drawings for insulation schedule.

END OF SECTION 220719

**SECTION 221000
PLUMBING PIPING**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Pipe and Pipe Fittings.
- B. Valves.
- C. Check Valves.

1.02 QUALITY ASSURANCE

- A. Valves: Manufacturer's name and pressure rating marked on valve body. Remanufactured valves are not acceptable.
- B. All grooved couplings, fittings, valves, and specialties shall be the products of a single manufacturer. Grooving tools shall be of the same manufacturer as the grooved components.
 - 1. All castings used for couplings housings, fittings, or valve and specialty bodies shall be date stamped for quality assurance and traceability.
- C. Piping, Fittings, Valves, and Flux for Potable Water Systems: All components shall be lead free per Federal Act S.3874, Reduction of Lead in Drinking Water Act.
- D. Pipe hangers and supports shall be spaced per 2019 CPC, Table 313.3, as applied to each pipe system listed. Refer to Section 220529 for hanger and support components. Seismic supports shall be submitted as a deferred approval using OPM guidelines. Shop drawings shall be submitted for review to the AHJ: State, local or agency reviewing the project, DSA, HCAI. Upon approval, these shop drawings shall be included in the record set.
- E. Potable water piping and fittings shall comply with California Assembly Bill AB1953 limiting lead content. Also described in 2019 CPC: 604.2 Lead Content.
- F. Valves for potable water systems shall comply with California Assembly Bill AB1953 limiting lead content. Also described in 2019 CPC: 604.2 Lead Content.
- G. Hubless clamps shall meet FM 1680 for HCAI 1, 2 and 3.

1.03 REFERENCES

- A. ASME B16.18 - Cast Copper Alloy Solder Joint Pressure Fittings.
- B. ASME B16.22 - Wrought Copper and Bronze Solder-Joint Pressure Fittings.
- C. ASME B16.23 - Cast Copper Alloy Solder Joint Drainage Fittings - DWV.
- D. ASME B16.29 - Wrought Copper and Wrought Copper Alloy Solder Joint Drainage Fittings - DWV.
- E. ASME B16.51 - Copper and Copper Alloy Press-Connect Pressure Fittings.
- F. ASME B16.3 - Malleable Iron Threaded Fittings Class 150 NS 300.
- G. ASME B16.5 - Pipe Flanges and Flanged Fittings.
- H. ASME Sec 9 - Welding and Brazing Qualifications.
- I. ASTM B1029 - Standard Practice for Making Press-Connect Joints with Seamless Copper and Copper Alloy Tube and Press Fittings.
- J. ASTM D2466 - PVC Plastic Pipe Fittings, Schedule 40.
- K. ANSI/AWWA C111 - Rubber-Gasket Joints for Ductile Iron and Gray Iron Pressure Pipe and Fittings.
- L. ANSI/AWWA C151 - Ductile Iron Pipe, Centrifugally Cast in Metal Molds or Sand-Lined Molds, for Water or Other Liquids.
- M. ASSE 1003 - Water Pressure Reducing Valves for Domestic Water Supply Systems.
- N. ASTM A888 - Hubless Cast Iron Soil Pipe and Fittings.

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- O. ASTM B88 - Seamless Copper Water Tube.
- P. ASTM C564 - Rubber Gaskets for Cast Iron Soil Pipe and Fittings.
- Q. ASTM D1784 - Standard Specification for Rigid Poly (Vinyl Chloride) (PVC) Compounds and Chlorinated Poly (Vinyl Chloride) (CPVC) Compounds.
- R. ASTM D1785 - Polyvinylchloride (PVC) Plastic Pipe, Schedules 40, 80 and 120.
- S. ASTM D2665 - PVC DWV Pipe & Fittings.
- T. ASTM D3034 - Type PSM (Polyvinylchloride) (PVC) Sewer Pipe and Fittings.
- U. ASTM F402 - Standard Practice for Safe Handling of Solvent Cements, Primers, and Cleaners Used for Joining Thermoplastic Pipe and Fittings.
- V. ASTM F437 - Standard Specification for Threaded Chlorinated Poly (Vinyl Chloride) (CPVC) Plastic Pipe Fittings, Schedule 80.
- W. ASTM F439 - Standard Specification for Socket-Type Chlorinated Poly (Vinyl Chloride) (CPVC) Plastic Pipe Fittings, Schedule 80.
- X. ASTM F477 - Elastomeric Seals (Gaskets) for Joining Plastic Pipes.
- Y. ASTM F493 - Standard Specification for Solvent Cements for Chlorinated Poly (Vinyl Chloride) (CPVC) Plastic Pipe and Fittings.
- Z. ASTM F656 - Standard Specification for Primers for Use in Solvent Cement Joints of Poly (Vinyl Chloride) (PVC) Plastic Pipe and Fittings
- AA. ASTM F876 - Standard Specification for Crosslinked Polyethylene (PEX) Tubing.
- BB. ASTM F1412 - Standard Specification for Polyolefin Pipe and Fittings for Corrosive Waste Drainage Systems.
- CC. ASTM F3226 - Standard Specification for Metallic Press-Connect Fittings for Piping and Tubing Systems.
- DD. NSF - National Sanitation Foundation

1.04 SUBMITTALS

- A. Submit shop drawings per Section 220500.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store valves in shipping containers with labeling in place.

1.06 COORDINATION DRAWINGS

- A. Reference Coordination Drawings article in Section 220500 for required plumbing systems electronic CAD drawings to be provided to Coordinating Contractor for inclusion into composite coordination drawings.

PART 2 - PRODUCTS

2.01 CAST IRON PIPE

- A. Cast Iron; Standard Weight; No-Hub Sleeve Gaskets:
 - 1. Pipe: Standard weight no-hub cast iron soil pipe, bituminous corrosion protective coating inside and outside, CISPI 301 or ASTM A888.
 - 2. Design Pressure: Gravity Maximum Design Temperature: 180F.
 - 3. Joints: ASTM C1540, FM 1680, and ASTM C-564.
 - a. Super Duty, Shielded Stainless Steel Couplings: Neoprene sleeve gasket, 0.015" thick 304 stainless steel shield , stainless steel 3/8" screw type clamps, minimum of four clamps for 1-1/2" to 4" and six clamps for 5" and larger pipe sizes. Clamps shall be tightened to minimum 80 inch pounds or as manufacturer requires. Husky SD-4000 or equal.

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- b. Heavy Duty, Shielded Stainless Steel Couplings: Neoprene sleeve gasket, 0.010" thick 304 stainless steel shield, stainless steel 5/16" screw type clamps, minimum of four clamps for 1-1/2" to 4" and six clamps for 5" and larger pipe sizes. Clamps shall be tightened to minimum 80 inch pounds or as manufacturer requires. Husky HD-2000 or equal.
- 4. Restraints: Install pipe and fittings per the Cast Iron Soil Pipe Institute's Designation 310. Restrain pipe and fittings using an engineered and tested product manufactured for restraining no-hub cast iron soil pipe. Install per manufacturer's recommendations.
- 5. Adapters: Transition from cast iron soil pipe to other pipe materials with manufactured adapters specifically for the application. Adapter must meet the same requirements as the joints listed above. ASTM C1460. Sticker identifying transition fitting application must be visible to view. For example, the most commonly used transition fitting from cast iron no-hub to PVC would be the Husky SD-4200 series.

2.02 COPPER PIPE

- A. Copper Pipe; Type L; Solder Joints:
 - 1. Pipe: Type L hard drawn seamless copper tube, ASTM B88.
 - 2. Design Pressure: 175 psi; Maximum Design Temperature: 200F.
 - 3. Joints: Solder with 100% lead-free solder and flux, ASTM B32, B819, and B828.
 - 4. Fittings: Wrought copper solder joint, ASME B16.22.
- B. Copper Pipe; Type L; Mechanical Press Connection:
 - 1. Pipe: Type L hard drawn seamless copper tube, ASTM B88.
 - 2. Design Pressure: 175 psi; Maximum Design Temperature: 200F.
 - 3. Joints: Mechanical press connection.
 - 4. Fittings: Copper, ASME B-16.51, with embedded EPDM O-ring / sealing element engineered for this application, NSF-61. Suitable for 0F (-17C) to 250F (121C).
 - 5. Fitting Identification: Press ends shall provide the ability to identify an unpressed fitting from the floor prior to testing. The function of this feature is to provide the installer quick and easy identification of connections that have not been pressed prior to putting the system into operation.
 - 6. Special Requirements: Mechanical press-connect fitting manufacturer shall provide Contractor training prior to installation.
 - 7. Manufacturers:
 - a. Viega North America
 - b. Apollo Press, a division of Aalberts - IPS
 - c. NIBCO Press System Fittings and Valves
 - d. Merit Brass
 - e. Mueller Streamline PRS
- C. Copper Pipe; Type K; Mechanical Press Connection:
 - 1. Pipe: Type K annealed copper tube, ASTM B88.
 - 2. Design Pressure: 150 psi. Maximum Design Temperature: 200F.
 - 3. Joints: Mechanical press connection.
 - 4. Fittings: Copper, ASME B-16.51, with embedded EPDM O-ring, NSF-61 / sealing element engineered for this application. Suitable for 0F (-17C) to 250F (121C).

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5. Fitting Identification: Press ends shall provide the ability to identify an unpressed fitting from the floor prior to testing. The function of this feature is to provide the installer quick and easy identification of connections that have not been pressed prior to putting the system into operation.
6. Special Requirements: Mechanical press-connect fitting manufacturer shall provide contractor training prior to installation.
7. Corrosion Reducing Wrap: ASTM D-1248, Polyken #930, Northtown Polywrap-C, or equal alternative for copper pipe installed below grade.
8. Manufacturers:
 - a. Viega North America
 - b. Apollo Press, a division of Aalberts - IPS
 - c. NIBCO Press System Fittings and Valves
 - d. Merit Brass
 - e. Mueller Streamline PRS.

2.03 PLASTIC PIPE

- A. PVC-DWV or ABS-DWV; Schedule 40; Solvent Weld Joints:
 1. Pipe: Schedule 40 rigid, PVC-DWV, or ABS-DWV, cell classification 12454 for PVC per ASTM D1784 or 42222 for ABS per ASTM D3965, with plain ends, conforming to ASTM Standards D2665 or D2661. Cellular core piping is not acceptable.
 2. Design Pressure/Temperature: Gravity at 140F.
 3. Joints: Solvent-weld socket type with solvent recommended by pipe manufacturer.
 4. Fittings: PVC-DWV, or ABS-DWV, cell classification 12454 for PVC per ASTM D1784 or 42222 for ABS per ASTM D3965, with solvent-weld socket type ends for Schedule 40 pipe.
 5. Limits: Schedule 40 PVC-DWV, or ABS-DWV pipe must not be threaded. Do not use where exposed to damage. Do not use in return air plenums. Do not use where not allowed by local jurisdiction. Comply with all local jurisdiction special requirements or limitations.
 6. Special Requirements: Provide expansion loop(s) and/or expansion joints in the piping system per the manufacturer's guidelines and as shown on the drawings. Refer to Section 220516 for expansion joint requirements.
- B. Chlorinated Polyvinyl Chloride (CPVC); Schedule 40 Drainage; Solvent Weld Joints:
 1. Pipe: Chlorinated polyvinyl chloride (CPVC) Schedule 40 drainage pipe, ASTM F2618, NSF Listed.
 2. Joints: Solvent-weld socket type with solvent recommended by pipe manufacturer, ASTM F493.
 3. Fittings: Chlorinated polyvinyl chloride (CPVC) DWV pattern with socket ends for Schedule 40 pipe.
 4. Limitations: CPVC shall not be used in a return air plenum unless it is specifically listed to ASTM E84 and/or UL723. CAN ULC S102.2 listing is not acceptable.
 5. Special Requirements: Provide expansion loop(s) and/or expansion joints in the piping system per the manufacturer's guidelines and as shown on the drawings. Refer to Section 220516 for expansion joint requirements.

2.04 VALVES**A. Shutoff Valves:**

1. For pipe systems where mechanical press connections are allowed, shutoff valves with mechanical press connections are acceptable subject to the requirements in the paragraphs below.
2. Ball Valves:
 - a. BA-1: 3" and under, 150 psi saturated steam, 600 psi CWP, full port, threaded or solder ends (acceptable only if rated for soldering in line with 470F melting point of lead-free solder), stainless steel ball and trim, Teflon seats and seals.
 - 1) Body: Lead free NSF-372, two-piece bronze of a copper alloy containing less than 15% zinc. Apollo Valves; a division of Aalberts-IPS #77CLF140/240 Series, Milwaukee #UPBA450S, Watts #LFB6080G2-SS, NIBCO #T-585-66-LF, Jomar T-200CSSG.
 - 2) Body: Dezincification resistant brass alloy, lead free NSF-372. Jomar T-100CSSG.
 - 3) Provide solid extended shaft for all insulated piping. (For example, Apollo adds option -04 Stem Extension, NIBCO Nib-Seal Handle-NS, and Jomar modifies valve part number with -IH for insulated handle.)
 - 4) Provide lock out trim for all valves opening to atmosphere installed in domestic water piping over 120F, heating water piping over 120F, steam, condensate, boiler feed water piping, and gasoline/kerosene piping, and as indicated on the drawings. Solid extended shaft is not required on valves with lockout trim. (For example, Jomar and NIBCO modify valve part number with -LH for locking handle.)

2.05 CHECK VALVES

- A. For pipe systems where mechanical press connections are allowed, check valves with mechanical press connections are acceptable subject to the requirements in the paragraphs below.
- B. CK-1: Threaded Ends, 2" and under, 125 psi steam at 406F, 200 psi CWP at 150F, threaded connection, lead free bronze body with brass or bronze disc, horizontal swing. Hammond #UP904, Milwaukee #UP509, NIBCO T-413-Y-LF, Jomar T-511G, Apollo Valves, a division of Aalberts-IPS #161T-LF.

2.06 CONNECTIONS BETWEEN DISSIMILAR METALS**A. General:**

1. Provide dielectric isolation at all pipe-to-pipe and pipe-to-equipment connections where dissimilar metals are joined, unless specifically noted otherwise below.
2. Dielectric fittings shall:
 - a. Prevent direct metal-to-metal contact between dissimilar metals.
 - b. Interrupt the electrical path to prevent galvanic current flow.
 - c. Be rated for the full operating pressure, temperature, and system test conditions.
 - d. Be listed and labeled for the intended service.

B. Materials Requiring Isolation

1. Isolation is required between aluminum, iron, steel, galvanized steel, stainless steel, copper, brass, and bronze, except as follows:
 - a. Iron and steel connected to each other.
 - b. Brass, copper, and bronze connected to each other.
 - c. Brass or bronze valves and specialties installed within closed hydronic systems and connected to steel, iron, or stainless steel piping on both sides.

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2. Brass or bronze valves and specialties shall not be used as the sole dielectric separation between different pipe materials.
- C. Pipe-to-Equipment Connections
 1. Provide dielectric isolation at connections to equipment constructed of a material different than the piping system.
- D. Threaded Dielectric Fittings
 1. Acceptable for pipe sizes 2 inches and smaller.
 2. Minimum pressure rating: 300 psi CWP.
 3. Minimum temperature rating: 225F.
 4. Provide fittings specifically manufactured as dielectric fittings. Field-fabricated isolators are not permitted.
 5. Acceptable manufacturers (threaded configuration or Press-Connect):
 - a. Elster Group ClearFlow
 - b. Viega North America
 - c. Victaulic Series 647 (threaded configuration)
 - d. Grinnell Series 407 (threaded configuration)
 - e. Matco-Norca
- E. Grooved Dielectric Fittings
 1. Provide factory-manufactured dielectric fittings listed for grooved piping systems and rated for system pressure and temperature.
 2. Acceptable manufacturers (grooved configuration):
 - a. Victaulic Series 647
 - b. Grinnell Series 407

PART 3 - EXECUTION

3.01 PREPARATION

- A. Install all products per manufacturer's recommendations.
- B. Ream pipe and tube ends. Remove burrs. Bevel plain end ferrous pipe.
- C. Remove scale and dirt, on inside and outside, before assembly.
- D. Remove all scale, rust, dirt, oils, stickers and thoroughly clean exterior of all bare metal exposed piping, hangers, and accessories in preparation to be painted.
- E. Connect to equipment with flanges or unions. Unions or flanges for servicing and disconnect are not required in installations using grooved joint couplings.
- F. Use only piping materials rated for the maximum temperature of the application, e.g., do not use PVC for dishwasher drainage or piping that receives boiler blowdown.
- G. Existing building sewers or building drains which are shown on the documents to be reused shall be inspected and recorded by closed circuit television for their condition. Report findings back to the Architect, Engineer, and Owner before proceeding with work so any necessary rework can take place if needed.

3.02 SYSTEM, PIPING AND VALVE SCHEDULE

- A. The schedule below lists acceptable pipe and valve materials for each plumbing system type. Refer to the paragraph of the same name above in Part 2 for material specifications and limits for usage. This schedule is kept brief to simplify the information but shall not be interpreted to contradict limitations in Part 2. For example, if PVC/ABS is listed for sanitary waste and vent above ground in this schedule, that does not mean it is universally allowed for the entire project. Rather the material is still limited by Part 2 and is not allowed in return air plenum spaces.

- B. Cold Water, Hot Water,- Potable (Above Ground):
 - 1. Copper Pipe; Type L; Solder Joints: All Sizes
 - 2. Copper Pipe; Type L; Mechanical Press Connection: 4" and Under
 - 3. Check Valves: CK-1
- C. Sanitary Waste and Vent, Gravity (Above Ground):
 - 1. Cast Iron; Standard Weight; No-Hub Sleeve Gaskets: 1-1/2" to 15" (375mm)
- D. Sanitary Waste and Vent, Gravity (Underground - Inside Building):
 - 1. Cast Iron; Standard Weight; No-Hub Sleeve Gaskets: 1-1/2" to 15"
 - 2. PVC-DWV or ABS-DWV; Schedule 40; Solvent Weld Joints: All Sizes

3.03 TESTING PIPING

- A. Sanitary Drainage, Sanitary Vent:
 - 1. Test all piping with water to prove tight.
 - 2. Test piping before insulation is applied.
 - 3. Hydrostatically test all soil, waste, and vent piping inside of building with 10 feet head of water for 15 minutes. Inspect before fixtures are connected. If leaks appear, repair them and repeat the test.
 - 4. Hydrostatically test interior downspouts with 10 feet head of water for 15 minutes with no leaks.
 - 5. A smoke/air test at the same pressure may be used in lieu of the hydrostatic water test. Exception: Smoke/air test shall not be performed on plastic piping.
 - 6. Test force mains with water at 105% of the operating pump discharge pressure for 15 minutes.
 - 7. Test pressures stated above shall be as listed or as required by the Authority Having Jurisdiction, whichever is most stringent.
 - 8. Test piping per CPC requirements.
- B. Hot Water - Potable and Non-Potable, Cold Water - Potable:
 - 1. Test pipes underground or in chases and walls before piping is concealed.
 - 2. Test all pipes before the insulation is applied. If insulation is applied before the pipe is tested and a leak develops which ruins the insulation, replace damaged insulation.
 - 3. Test the pipe with 100 psig water pressure or equal inert gas such as nitrogen. Exception: Inert gas test shall not be used to test plastic piping.
 - 4. Hold test pressure for at least 2 hours.
 - 5. Test to be witnessed by the Architect/Engineer's representative, if requested by the Architect/Engineer.
- C. All Other Piping:
 - 1. Test piping at 150% of normal operating pressure.
 - 2. Piping shall hold this pressure for one hour with no drop in pressure.
 - 3. Test piping using water, nitrogen, or air as compatible with the final service of the pipe. Do not use combustible fluids.
 - 4. Drain and clean all piping after testing is complete.

3.04 CLEANING PIPING**A. Assembly:**

1. Before assembling pipe systems, remove all loose dirt, scale, oil and other foreign matter on internal or external surfaces by means consistent with good piping practice subject to approval of the Architect/Engineer's representative. Blow chips and burrs from machinery or thread cutting operation out of pipe before assembly. Wipe cutting oil from internal and external surfaces.
2. During fabrication and assembly, remove slag and weld spatter from both internal and external joints by peening, chipping and wire brushing.
3. Notify the Architect/Engineer's representative before starting any post erection cleaning in sufficient time to allow witnessing the operation. Consult with and obtain approval from the Architect/Engineer's representative regarding specific procedures and scheduling. Dispose of cleaning and flushing fluids properly.
4. Prior to blowing or flushing erected piping systems, disconnect all instrumentation and equipment, open wide all valves, and be certain all strainer screens are in place.

B. All Water Piping:

1. Flush all piping using faucets, flush valves, etc. until the flow is clean.
2. After flushing, thoroughly clean all inlet strainers, aerators, and other such devices.
3. If necessary, remove valves to clean out all foreign material.

3.05 INSTALLATION**A. General Installation Requirements:**

1. Provide dielectric connections between dissimilar metals.
2. Route piping in orderly manner and maintain gradient. Install to conserve building space.
3. Group piping whenever practical at common elevations.
4. Install piping to allow for expansion and contraction without stressing pipe, joints, or equipment.
5. Slope water piping and arrange to drain at low points.
6. Install bell and spigot piping with bells upstream.
7. Where pipe supports are welded to structural building framing, scrape, brush clean, and apply one coat of zinc rich primer to welds.
8. Seal pipes passing through exterior walls with a wall seal per Section 220529. Provide Schedule 40 galvanized sleeve at least 2 pipe sizes larger than the pipe.
9. All non-potable outlets shall be clearly marked with a permanently affixed laminated sign with 3/8" high lettering saying "Non-Potable Water Not for Human Consumption." Sign shall have black lettering on a yellow background.
10. All vertical pipe drops to sinks or other equipment installed below the ceiling shall be routed within a wall cavity, unless specifically noted otherwise to be surface mounted. For renovation projects, this Contractor is responsible for opening and patching existing walls for installation of piping. Wall patching shall match existing condition.

B. Valves/Fittings and Accessories:

1. Install shutoff valves that permit the isolation of equipment/fixtures in each room without isolating any other room or portion of the building. Individual fixture angle stops do not meet this requirement. Exception: Back-to-back rooms in no more than two adjacent rooms.
2. Provide clearance for installation of insulation and access to valves and fittings.
3. Provide access doors for concealed valves and fittings.
4. Install valve stems upright or horizontal, not inverted.

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5. Provide one plug valve wrench for every ten plug valves 2" and smaller, minimum of one. Provide each plug valve 2-1/2" and larger with a wrench with set screw.
6. Install corrugated, stainless steel tubing system according to manufacturer's written instructions. Include striker plates to protect tubing from puncture where tubing is restrained and cannot move.

C. Underground Piping:

1. Refer to Section 220500 for Excavation, Fill, Backfill and Compaction requirements
2. Install buried borosilicate glass pipe with the protective polystyrene covering intact. Lay the pipe on bedding and backfill per manufacturer instructions.
3. Install thrust blocking and restraints on all underground fire protection service piping per NFPA 24 and as shown on drawings.
4. Install underground, sleeved, corrugated, stainless steel tubing system according to manufacturer's written instructions. Extend vent from sleeve to exterior of building and terminate with screened elbow.
5. Direct buried, uninsulated steel pipe shall have a factory applied external protective coating consisting of two coats with an intermediate layer of 18 mil fibrous glass mat. Coating thickness shall total not less than 3/32". The outer coating shall be further protected by a wrapping of heavy Kraft paper. This external protection shall extend and be exposed for a minimum of 1 foot beyond the buried or concealed portion of the pipe.
 - a. Manufacturers:
 - 1) Pipe Line Service Co., Franklin Park, Illinois
 - 2) Lithcote Corp., Melrose Park, Illinois
6. As an option, the Contractor may provide factory applied protective coatings consisting of a polyethylene plastic film bonded to the pipe surface by a hot applied thermo-plastic adhesive.
 - a. Manufacturers:
 - 1) Republic Steel Corp. "X-Tru-Coat"
7. Exercise care in handling, storing and laying pipe to avoid damaging factory applied coatings. If any damage occurs, repair the coating to a condition equal to the original.
8. Field application of protective coatings to joints, fittings and to any damaged factory applied coatings shall be similar to factory applied coatings specified above and shall be done in strict accordance with recommendations of the supplier of pipe coatings.
9. After completion of the fabrication, laying and field coating of the joints and fittings, but prior to backfilling, inspect the entire line in the presence of the Architect/Engineer's representative with an electronic holiday detector. Any defects in the protective coatings shall be repaired in accordance with requirements for original coatings.
10. Coat flange bolts and nuts in pits and below ground at the time of installation with a corrosion protective coating.

D. Sanitary Piping:

1. Install all sanitary piping inside the building with a slope as shown on the drawings.
2. Install horizontal offset at all connections to roof drains to allow for pipe expansion.
3. Slope sanitary piping outside the building to meet invert elevations shown on drawings and to maintain a minimum velocity of 2 feet per second.

4. Sway Bracing: Where horizontal sanitary pipes 4 inches and larger change flow direction greater than 45 degrees, rigid bracing or thrust restraints shall be installed to resist movement of the upstream pipe in the direction of pipe flow. The rigid bracing or thrust restraint shall be connected to structure. A change of flow direction from horizontal into a vertical pipe does not require the upstream pipe to be braced.
5. Starter fittings with internal baffles are not permitted.

3.06 PIPE ERECTION AND LAYING

- A. Carefully inspect all pipe, fittings, valves, equipment and accessories before installation. Any items that are unsuitable, cracked or otherwise defective shall be removed from the job immediately.
- B. All pipe, fittings, valves, equipment and accessories shall have factory applied markings, stampings, or nameplates with sufficient data to determine their conformance with specified requirements.
- C. Exercise care at every stage of storage, handling, laying and erecting to prevent entry of foreign matter into piping, fittings, valves, equipment and accessories. Do not install any item that is not clean.
- D. Until system is fully operational, all openings in piping and equipment shall be kept closed except when actual work is being performed on that item or system. Closures shall be plugs, caps, blind flanges or other items specifically designed and intended for this purpose.
- E. Run pipes straight and true, parallel to building lines with minimum use of offsets and couplings. Provide only offsets required to provide needed headroom or clearance and to provide needed flexibility in pipe lines.
- F. Make changes in direction of pipes only with fittings or pipe bends. Changes in size only with fittings. Do not use miter fittings, face or flush bushings, or street elbows. All fittings shall be of the long radius type, unless otherwise shown on the drawings or specified.
- G. Provide flanges or unions at all final connections to equipment, traps and valves.
- H. Arrange piping and connections so equipment served may be totally removed without disturbing piping beyond final connections and associated shutoff valves.
- I. Use full and double lengths of pipe wherever possible.
- J. Unless otherwise indicated, install all piping, including shutoff valves and strainers, to coils, pumps and other equipment at line size with reduction in size being made only at control valve or equipment.
- K. Cut all pipe to exact measurement and install without springing or forcing except in the case of expansion loops where cold springing is indicated on the drawings.
- L. Underground pipe shall be laid in dry trenches maintained free of accumulated water. Refer to Section 220500 for Excavation, Fill, Backfill and Compaction requirements.
- M. Unless otherwise indicated, branch take-offs shall be from top of mains or headers at either a 45-degree or 90-degree angle from the horizontal plane for air lines, and from top, bottom or side for liquids.

3.07 DRAINING AND VENTING

- A. Unless otherwise indicated on the drawings, all horizontal water lines, including branches, shall pitch 1" in 40 feet to low points for complete drainage, removal of condensate and venting.
- B. Maintain accurate grade where pipes pitch or slope for venting and drainage. No pipes shall have pockets due to changes in elevation.
- C. Provide drain valves at all low points of water piping systems for complete or sectionalized draining.
- D. Use eccentric reducing fittings on horizontal runs when changing size of pipes for proper drainage and venting. Install gravity drain pipes with bottom of pipe and eccentric reducers in a continuous line; all other liquid lines with top of pipe and eccentric reducers in a continuous line.

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- E. Provide air vents at high points and wherever else required to eliminate air in all water piping systems.
- F. Install air vents in accessible locations. If necessary to trap and vent air in a remote location, install an 1/8" pipe from the tapping location to an accessible location and terminate with a venting device.
- G. All vent and drain piping shall be of same materials and construction for the service involved.

3.08 PLUMBING VENTS

- A. Vent as shown on the drawings and in accordance with all codes having jurisdiction.

3.09 BRANCH CONNECTIONS

- A. For domestic water and vent systems only, make branch connections with standard tee or cross fittings of the type required for the service.
- B. Reducers are generally not shown. Where pipe sizes change at tee, the tee shall be the size of the largest pipe shown connecting to it.
- C. Do not use double wye or double combination wye and eighth bend DWV fittings in horizontal piping.
- D. Branch connections from the headers and mains may be mechanically formed using an extraction device. The branch piping connection shall be brazed connection for the following services only:
 - 1. Domestic water piping above ground.
- E. Further limit use of mechanically formed fittings as follows:
 - 1. Must have at least same pressure rating as the main.
 - 2. Main must be Type K or L copper tubing.
 - 3. Permanent marking shall indicate insertion depth and orientation.
 - 4. Branch pipe shall conform to the inner curve of the piping main.
 - 5. Main must be 1" or larger.
 - 6. Branch must be 3/4" or larger.
- F. Forged weld-on fittings are limited as follows:
 - 1. Must have at least same pressure rating as the main.
 - 2. Main must be 2-1/2" or larger.
 - 3. Branch line is at least two pipe sizes under main size.

3.10 JOINING OF PIPE

- A. Solder Joints (Copper Pipe):
 - 1. Make up joints with 100% lead-free solder, ASTM B32. Cut tubing so ends are perfectly square and remove all burrs inside and outside. Thoroughly clean sockets of fittings and ends of tubing to remove all oxide, dirt and grease just prior to soldering. Apply flux evenly, but sparingly, over all surfaces to be joined. Heat joints uniformly so solder will flow to all mated surfaces. Wipe excess solder, leaving a uniform fillet around cup of fitting.
 - 2. Flux shall be non-acid type.
 - 3. Solder end valves may be installed directly in the piping system if the entire valve is suitable for use with 470F melting point solder. Remove discs and seals during soldering if they are not suitable for 470F.
- B. Mechanical Press Connection (Copper Pipe):
 - 1. Copper press fitting shall be made in accordance with the manufacturer's installation instructions and in accordance with ASTM B1029.
 - 2. Fully insert tubing into the fitting and mark tubing.

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3. Prior to making connection, the fitting alignment shall be checked against the mark made on the tube to ensure the tubing is fully engaged in the fitting.
 4. Joint shall be pressed with a tool approved by the manufacturer.
 5. Installers shall be trained by manufacturer personnel or representative. Provide current certification upon request.
- C. Solvent Weld Joints (PVC):
1. Make joints with a two-step process. Use primer conforming to ASTM F656 and solvent cement conforming to ASTM D2564.
 2. All contractor personnel that will prepare solvent cemented joints shall be qualified for such bonding practices according to the bonding qualifications procedures described in ASME B31.3, Chapter VII for bonding of plastic piping.
- D. No-Hub Sleeve Gaskets (No-Hub) (Cast Iron Pipe):
1. Gasket shall be heavy weight class, conforming to ASTM C564.
 2. The gasket shall have an internal center stop.
 3. The gasket shall be covered by a stainless steel band secured with a minimum of four stainless steel bands per fitting/joint.
 4. Sleeve gaskets shall be installed in accordance with the manufacturer's installation instructions.
- E. Couplings: Assemblies with combinations of clamps, gaskets, sleeves, and threaded or flanged parts; compatible with piping and system liquid; and made by piping manufacturer for joining system piping.
- F. Adapters and Transition Fittings: Assemblies with combinations of clamps, couplings, adapters, gaskets, and threaded or flanged parts; compatible with piping and system liquid; and made for joining different piping materials.
- G. Flanges: Assemblies of companion flanges and gaskets complying with ASME B16.21 and compatible with system liquid, and bolts and nuts.
- 3.11 DISINFECTION OF DOMESTIC WATER PIPING SYSTEM**
- A. Disinfection of the domestic water piping shall be completed within three (3) weeks prior to building occupancy. Contractor is responsible for disinfecting water piping if used by workers during construction; disinfection during construction does not eliminate the requirement for final disinfection prior to occupancy. Flushing of piping shall be completed within two (2) weeks prior to building occupancy.
- B. Provide necessary connections at the start of individual sections of mains for adding chlorine.
- C. Before starting work, verify system is complete, flushed and clean.
- D. Follow the disinfection of potable water procedure outlined in this project's applicable plumbing code. For example: IPC 610.1, UPC 609.10, CPC 609.10, and Illinois 890.1180. Where local codes do not outline a disinfection procedure, follow the International Plumbing Code procedure 610.1.
- E. Bleed water from all outlets to ensure chlorine distribution throughout the entire domestic water system.
- F. Take water samples, no sooner than 24 hours after flushing, from 2% of outlets and from water entry. Obtain, analyze, and test samples in accordance with AWWA C651, Section 5 - Verification.

END OF SECTION 221000

**SECTION 221030
PLUMBING SPECIALTIES**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Cleanouts.
- B. Traps.

1.02 QUALITY ASSURANCE

- A. Manufacturer: For each product specified, provide components by same manufacturer throughout.
- B. Piping, Fittings, Valves, and Flux for Potable Water Systems: All components shall be lead free per Federal Act S.3874, Reduction of Lead in Drinking Water Act.

1.03 SUBMITTALS

- A. Submit shop drawings under provisions of Section 220500.
- B. Include sizes, rough-in requirements, service sizes, and finishes.
- C. Manufacturer shall provide special seismic certification per HCAi CAN 2-1708a.5 with submittal. Submittals without certification will be returned and not reviewed.

PART 2 - PRODUCTS

2.01 CLEANOUTS

- A. Provide cleanouts as shown and specified on the drawings as well as required by code.
- B. Coordinate floor cleanout cover with surrounding floor finish. Provide either solid, recessed for tile or terrazzo or carpet marker as applicable.
- C. Cleanouts on exposed pipes shall be cast iron with heavy duty cast brass plug with raised head.
- D. Cleanout shall be same size as the pipe up to 6" and 6" for larger pipes.

PART 3 - EXECUTION

3.01 INSTALLATION AND APPLICATION

- A. Install all items per manufacturer's instructions.
- B. Cleanouts:
 - 1. Provide cleanouts where shown on the drawings and as required by code, but in no case farther apart than 50 feet in pipe less than 6" size and 100 feet apart in 6" and larger pipes inside the building.
 - 2. Provide cleanouts at bases of all sanitary risers as shown on the drawings and as required by code.
 - 3. Provide a cleanout at the upstream end of a horizontal waste pipe in a plumbing chase serving multiple plumbing fixtures; for example a bank of water closets or lavatories.
 - 4. Provide cleanouts on the branch line connected to individual plumbing fixtures as required by code; for example just below a sink, lavatory or urinal.
 - 5. Extend underfloor cleanouts up to the floor with long sweep elbows.
 - 6. Extend cleanouts to finished floor or wall surface. Lubricate threaded cleanout plugs with graphite and linseed oil. Ensure clearance at cleanouts for rodding of drainage system.
 - 7. Wall cleanouts shall be installed above the flow line of the pipe they serve, but no less than 12" above the finished floor.

END OF SECTION 221030

**SECTION 224000
PLUMBING FIXTURES**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. All plumbing fixtures.

1.02 REFERENCES

- A. ANSI A112.6.1M - Supports for Off-the-Floor Plumbing Fixtures for Public Use.
- B. ANSI A112.18.1 - Finished and Rough Brass Plumbing Fixture Fittings.
- C. ANSI A112.19.1M - Enameled Cast Iron Plumbing Fixtures.
- D. ANSI A112.19.2M - Vitreous China Plumbing Fixtures.
- E. ASME A112.19.4 - Porcelain Enameled Formed Steel Plumbing Fixtures.
- F. ANSI A112.19.5 - Trim for Water-Closet Bowls, Tanks, and Urinals.
- G. ASSE 1002 - Water Closet Flush Tank Ball Cocks.
- H. Americans with Disabilities Act (ADA), Title III.

1.03 SUBMITTALS

- A. Submit product data under provisions of Section 220500. Submittals shall include fixture carriers for record purposes only. Architect/Engineer does not review or approve carriers except for manufacturer.
- B. Include fixtures, sizes, rough-in dimensions, utility sizes, trim, and finishes.
- C. For fixtures and trim requiring electrical connections, submit product data indicating general assembly, components, electrical power/controls wiring diagrams, and service connections.
- D. Manufacturer shall provide special seismic certification per HCAI CAN 2-1708a.5 with submittal. Submittals without certification will be returned and not reviewed.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. All fixtures shall be as shown on the drawings and as scheduled in the plumbing material list. Additional requirements below:
- B. All vitreous china fixtures shall be from the same manufacturer where possible.
- C. All lavatory and sink trim shall be from the same manufacturer where possible.
- D. All fixtures shall be lead free. Faucets, traps, stops, and other fixture accessories shall not contain more lead than allowed per the latest State or Federal Act.
- E. P-Traps and Tailpieces:
 - 1. Lavatories:
 - a. Accessible Type: 1-1/4" chrome plated 17-gauge cast brass offset tailpiece and p-trap with cleanout on bottom of trap.
 - b. Non-Accessible Type: Offset not required for tailpiece, otherwise same.
 - 2. Sinks:
 - a. Accessible Type: 1-1/2" chrome plated 17-gauge cast brass offset tailpiece and p-trap with cleanout on bottom of trap.
 - b. Non-Accessible Type: Offset not required for tailpiece, otherwise same.
 - 3. Acceptable Manufacturers:
 - a. McGuire
 - b. Keeney

- c. Dearborn Brass
 - d. Zurn
 - e. Chicago Faucet
- F. Insulation Covers and Enclosures for Accessible Lavatories and Sinks:
 - 1. Premanufactured cover for P-trap, stop valves, and supply lines.
 - a. 1/8" thick vinyl construction, paintable, tool free installation,
- G. Angle Stops and Supplies:
 - 1. Lavatories, Sinks and Tank Type Water Closets:
 - a. Lead-free, 3/8" chrome plated brass, quarter turn ball valve type with loose key stops, solder or compression or threaded connection type.
 - b. Lead-free, 3/8" chrome plated soft copper risers or stainless steel braided reinforced PVC hose.
 - c. Acceptable Manufacturers:
 - 1) McGuire
 - 2) BrassCraft
 - 3) Keeney
 - 4) Zurn
 - 5) Chicago Faucet

PART 3 - EXECUTION

3.01 INSTALLATION

- A. General Installation Requirements:
 - 1. Review millwork shop drawings. Confirm location and size of fixtures and openings before rough-in and installation.
 - 2. Install each fixture with trap easily removable for servicing and cleaning. Use screwed tailpiece couplings. Connect fixture waste to stack with slip fitting.
 - 3. Provide fixtures with supply lines, stop valves, reducers, escutcheons, and any other items required for a complete and operational plumbing fixture assembly.
 - 4. Install components level and plumb.
 - 5. Caulk joint between finish floor and floor mounted fixtures and between finish walls and wall mounted fixtures with silicone caulk. Caulk the joint, between rim and fixture where a fixture builds into a counter top, with caulking compound. Refer to DIVISION 7 for "Caulking" requirements. Color to match fixture.
 - 6. Where there is a possibility of water following pipe brackets, etc., into a wall; caulk escutcheons, space around brackets, etc., to exclude water. Refer to DIVISION 7 for "Caulking" requirements.
 - 7. Refer to Plumbing Material List for fixture mounting heights.
 - 8. All non-potable outlets shall be clearly marked with a permanently affixed laminated sign with 3/8" high lettering saying "Non-Potable Water Not for Human Consumption." Sign shall have black lettering on a yellow background.
- B. Wall-Mounted Fixture Requirements:
 - 1. All wall-mounted fixtures shall have compatible carriers designed for their intended service and suitable for the space available and configuration of fixtures. All carriers shall extend to the floor and be anchored to the slab as intended by the carrier manufacturer.

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- C. Floor-Mounted Fixture Requirements:
 - 1. Where floor mounted fixtures are installed on a sloped floor, the open void below the fixture shall be grouted, leveled, and caulked to eliminate stress on the fixture and to prevent water migration to the floor below.
- D. Exposed or Inside Accessible Cabinets Traps, Valve and Pipe Requirements:
 - 1. All water or waste piping for plumbing fixtures that is exposed or inside cabinets shall be chrome plated.
 - 2. All exposed flush valves for water closets and urinals shall have a chrome plated hanger to anchor the piping to the wall.
 - 3. All exposed water supply piping and fittings in a finished space to a shower valve, hose bibb, or other water outlet shall be chrome plated.
- E. ADA Accessible Exposed Sink and Lavatory Trim:
 - 1. All exposed sink and lavatory traps, piping and angle stops installed at accessible sink and lavatory locations shall include offset style drain tailpiece, p-trap installed near and parallel with back wall, and insulation kit specially manufactured for this installation. Armaflex with duct tape is not acceptable.
- F. ADA Accessible Water Closet Requirements:
 - 1. Handicapped accessible water closet flush valve or flush tank handles shall be on the left hand or right hand side of the fixture, whichever is nearer to the center of the stall.
 - 2. Coordinate flush valves in handicap accessible locations with grab bars installed by the General Contractor. Make modifications as necessary to flush valve piping to avoid conflict with grab bars. Common solutions include shortened or offset vacuum breaker tailpieces.

3.02 ADJUSTING AND CLEANING

- A. Adjust stops or valves for intended water flow rate to fixtures without splashing, noise, or overflow.
- B. At completion, clean plumbing fixtures, equipment, and faucet aerator screens.

3.03 FIXTURE ROUGH-IN SCHEDULE

- A. Rough-in fixture piping connections in accordance with table on plumbing drawings of minimum sizes for particular fixtures.

END OF SECTION 224000

SECTION 230500
BASIC HVAC REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Requirements applicable to all Division 23 Sections. Also refer to Division 01 - General Requirements.
- B. All materials and installation methods shall conform to the applicable standards, guidelines and codes referenced herein and within each specification section.

1.02 SCOPE OF WORK

- A. This Specification and the associated drawings govern the furnishing, installing, testing and placing into satisfactory operation the Mechanical Systems.
- B. Each Contractor shall provide all new materials indicated on the drawings and/or in these specifications, and all items required to make the portion of the Mechanical Work a finished and working system.
- C. All work will be awarded under a single General Contract. The division of work listed below is for the Contractor's convenience and lists normal breakdown of the work.
- D. Scope of Work:
 - 1. Plumbing Work: Refer to Section 220500 "Basic Plumbing Requirements".
 - 2. Air Conditioning and Ventilating Work shall include, but is not necessarily limited to:
 - a. Furnish and install complete supply air ductwork systems including all fittings, insulation, and outlets.
 - b. Furnish and install complete return air ductwork systems including all fittings, insulation, and inlets.
 - 3. Testing, Adjusting, and Balancing Work shall include, but is not necessarily limited to:
 - a. Furnish complete testing, adjusting, and balancing as specified in Section 230593, including, but not limited to, air systems, plumbing systems, and verification of control systems.
 - b. Complete all applicable tests, certifications, forms, and matrices

1.03 DIVISION OF WORK BETWEEN MECHANICAL, ELECTRICAL & CONTROL CONTRACTORS

- A. Definitions:
 - 1. "Mechanical Contractors" refers to the following:
 - a. Plumbing Contractor.
 - b. Air Conditioning and Ventilating Contractor.
 - c. Testing, Adjusting, and Balancing Contractor.
 - 2. Motor Control Wiring: The wiring associated with the remote operation of the magnetic coils of magnetic motor starters or relays, or the wiring that permits direct cycling of motors by means of devices in series with the motor power wiring. In the latter case the devices are usually single phase and are usually connected to the motor power wiring through a manual motor starter having "Manual-Off-Auto" provisions.

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3. Voltage is generally specified and scheduled as distribution voltage. Motor submittals may be based on utilization voltage if it corresponds to the correct distribution voltage.

Distribution/Nominal Voltage	Utilization Voltage
120	115
208	200
240	230
277	265
480	460

B. General:

1. The purpose of these Specifications is to outline the Electrical and Mechanical Contractor's responsibilities related to electrical work required for items such as temperature controls, mechanical equipment, fans, chillers, compressors and the like. The exact wiring requirements for much of the equipment cannot be determined until the systems have been selected and submittals reviewed. Therefore, the electrical drawings show only known wiring related to such items. All wiring not shown on the electrical drawings, but required for mechanical systems, is the responsibility of the Mechanical Contractor.
2. Where the drawings require the Electrical Contractor to wire between equipment furnished by the Mechanical Contractor, such wiring shall terminate at terminals provided in the equipment. The Mechanical Contractor shall provide complete electrical power/controls wiring diagrams and supervision to the Electrical Contractor and designate the terminal numbers for correct wiring.
3. All electrical work shall conform to the National Electrical Code. All provisions of the Electrical Specifications concerning wiring, protection, etc., apply to wiring provided by the Mechanical Contractor unless noted otherwise.
4. Control low (24V) and control line (120V) voltage wiring, conduit, and related switches and relays required for the automatic control and/or interlock of motors and equipment, including final connection, are to be furnished and installed under Divisions 21, 22 and 23. Materials and installation to conform to Class 1 or 2 requirements.
5. All Contractors shall establish utility elevations prior to fabrication and shall coordinate their material and equipment with other trades. When a conflict arises, priority is as follows:
 - a. Light fixtures.
 - b. Gravity flow piping, including steam and condensate.
 - c. Electrical busduct.
 - d. Sheet metal.
 - e. Electrical cable trays, including access space.
 - f. Sprinkler piping and other piping.
 - g. Electrical conduits and wireway.

C. Mechanical Contractor's Responsibility:

1. Shall verify all existing equipment sizes and capacities where units are to be modified, moved or replaced. Contractor shall notify Architect/Engineer of any discrepancies prior to ordering new units or replacement parts, including replacements of equipment motors.
2. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

D. Electrical Contractor's Responsibility:

1. Provides all combination starters, manual starters and disconnect devices shown on the Electrical Drawings or indicated to be by the Electrical Contractor on the Mechanical Drawings or Specifications.
2. Installs and wires all remote control devices furnished by the Mechanical Contractor or Temperature Control Subcontractor when so noted on the Electrical Drawings.
3. Provides motor control and temperature control wiring, where so noted on the drawings.
4. Coordinate with the Mechanical Contractor for size of motors and/or other electrical devices involved with repair or replacement of existing equipment.
5. Furnishes, installs and connects all relays, etc., for automatic shutdown of certain fans upon actuation of the Fire Alarm System as indicated and specified in Division 28.
6. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

1.04 COORDINATION DRAWINGS

A. Provide coordination drawings showing the complete, coordinated installation of mechanical, electrical, plumbing, fire protection, and other systems within available building spaces.

B. Definitions:

1. Coordination Drawings: Coordination drawings are defined as composite drawings or models that incorporate work of multiple trades and demonstrate coordinated routing, elevations, and clearances.
 - a. Mechanical trades shall include, but are not limited to, mechanical equipment, ductwork, fire protection systems, plumbing piping, medical gas systems, hydronic piping, steam and steam condensate piping, and any item that may impact coordination with other disciplines.
 - b. Electrical trades shall include, but are not limited to, electrical equipment, conduit 1.5" and larger, conduit racks, cable trays, pull boxes, transformers, raceway, busway, lighting, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - c. Technology trades shall include, but are not limited to, technology equipment, racks, conduit 1.5" and larger, conduit racks, cable trays, ladder rack, pull boxes, raceway, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - d. Maintenance clearances and code-required dedicated space shall be included.
 - e. The coordination drawings shall include all underground, underfloor, in-floor, in chase, and vertical trade items.
2. Provide one complete, composite coordination drawing package for each building area, system, or phase demonstrating fully coordinated conditions.
3. The composite coordination drawing package may be created from multiple trade-specific electronic files; however, the final deliverable shall clearly represent a single coordinated installation.
4. Spaces with open/cloud ceiling architecture shall indicate the overhead utilities and locate equipment as required to maintain clearance above lights. The intent for the installation is to maintain a maximum allowable vertical clearance and an organized/clean manner in the horizontal. Notify Architect/Engineer of the maximum clearance which can be maintained. Failure to comply will result in modifications with no cost to Owner.

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5. The contractors shall use the coordination process to identify the proper sequence of installation of all utilities above ceilings and in other congested areas, to ensure an orderly and coordinated end result, and to provide adequate access for service and maintenance.
- C. Participation:
1. The Contractor shall be responsible for coordinating all trades and preparing coordination drawings.
 2. One contractor shall be designated as the Coordinating Contractor for purposes of preparing a complete set of composite electronic CAD coordination drawings that include all applicable trades, and for coordinating the activities related to this process. The Coordinating Contractor for this project shall be the Mechanical Contractor.
 - a. The Coordinating Contractor shall utilize personnel familiar with requirements of this project and skilled as draftspersons/CAD operators, competent to prepare the required coordination drawings.
 3. Electronic CAD drawings shall be submitted to the Coordinating Contractor for addition of work by other trades. IMEG will provide electronic file copies of applicable drawings for contractor's use if the contractor signs and returns an "Electronic File Transfer" waiver provided by IMEG. IMEG will not consider blatant reproductions of original file copies an acceptable alternative for coordination drawings.
- D. Drawing Requirements:
1. The file format and file naming convention shall be coordinated with and agreed to by all contractors participating in the coordination process and the Owner.
 - a. Scale of drawings:
 - 1) General plans: 1/4 Inch = 1'-0" (minimum).
 - 2) Mechanical, electrical, communication rooms, and including the surrounding areas within 10 feet: 1/2 Inch = 1'-0" (minimum).
 - 3) Shafts and risers: 1/2 Inch = 1'-0" (minimum).
 - 4) Sections of shafts and mechanical and electrical equipment rooms: 1/4 Inch = 1'-0" (minimum).
 - 5) Sections of congested areas: 1/2 Inch = 1'-0" (minimum).
 2. Ductwork layout drawings shall be the baseline system for other components. Ductwork layout drawings shall be modified to accommodate other components as the coordination process progresses.
 3. There may be more drawings required for risers, top and bottom levels of mechanical rooms, and shafts.
 4. The minimum quantity of drawings will be established at the first coordination meeting and sent to the Architect/Engineer for review. Additional drawings may be required if other areas of congestion are discovered during the coordination process.
- E. General:
1. Provide coordination drawing files to the Architect/Engineer for review of identified conflicts. The Architect/Engineer will not act as the project coordinator and is not responsible for coordination of the work. The Architect/Engineer will review only clearly identified conflicts submitted by the Contractor and will not perform clash detection or coordination. The Architect/Engineer will not compile or reconcile multiple trade files and will rely on the Contractor's composite coordination drawing package.
 2. The Contractor remains solely responsible for coordination regardless of any review or comment provided by the Architect/Engineer.
 3. A plotted set of coordination drawings shall be available at the project site.

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4. Coordination drawings are not shop drawings and are not subject to approval. Receipt or review of coordination drawings does not constitute approval of routing, layout, means, methods, sequencing, or constructability.
5. The contract drawings are schematic in nature and do not show every fitting and appurtenance for each utility. Each contractor is expected to have included in the bid sufficient fittings, material, and labor to allow for adjustments in routing of utilities made necessary by the coordination process and to provide a complete and functional system.
6. The contractors will not be allowed additional costs or time extensions due to participation in the coordination process.
7. The contractors will not be allowed additional costs or time extensions for additional fittings, reroutings or changes of duct size, that are essentially equivalent sizes to those shown on the drawings and determined necessary through the coordination process.
8. The Architect/Engineer reserves the right to determine space priority of equipment in the event of spatial conflicts or interference between equipment, piping, conduit, ducts, and equipment provided by the trades.
9. Changes to the contract documents that are necessary for systems installation and coordination shall be brought to the attention of the Architect/Engineer.
10. Access panels shall preferably occur only in gypsum board walls or plaster ceilings where indicated on the drawings.
 - a. Access to mechanical, electrical, technology, and other items located above the ceiling shall be through accessible lay-in ceiling tile areas.
 - b. Potential layout changes shall be made to avoid additional access panels.
 - c. Additional access panels shall not be allowed without written approval from the Architect/Engineer at the coordination drawing stage.
 - d. Providing additional access panels shall be considered after other alternatives are reviewed and discarded by the Architect/Engineer and the Owner's Representative.
 - e. When additional access panels are required, they shall be provided without additional cost to the Owner.
11. Complete the coordination drawing process and obtain documented sign-off from all participating trades confirming that coordination drawings have been reviewed and coordinated prior to installation. Sign-off shall consist of signatures on the composite coordination drawing package or a coordination log identifying participating trades and acceptance of the coordinated layout.
12. Do not begin installation of work in an area until coordination drawings for that area are complete and trade sign-offs have been obtained.
13. Submit unresolved coordination conflicts to the Architect/Engineer for direction prior to installation. Conflicts that result after the coordination drawings are signed off shall be the responsibility of the contractor or subcontractor who did not properly identify their work requirements, or installed their work without proper coordination. Conflicts identified after installation due to incomplete coordination shall be corrected at no additional cost to the Owner.
14. Updated coordination drawings that reflect as-built conditions may be used as record documents.

1.05 QUALITY ASSURANCE

- A. Contractor's Responsibility Prior to Submitting Pricing Data:
 1. The Contractor is responsible for constructing complete and operating systems. The Contractor acknowledges and understands that the Contract Documents are a two-dimensional representation of a three-dimensional object, subject to human interpretation. This representation may include imperfect data, interpreted codes, utility guidelines, three-dimensional conflicts, and required field coordination items. Such

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deficiencies can be corrected when identified prior to ordering material and starting installation. The Contractor agrees to carefully study and compare the individual Contract Documents and report at once in writing to the Design Team any deficiencies the Contractor may discover. The Contractor further agrees to require each subcontractor to likewise study the documents and report at once any deficiencies discovered.

2. The Contractor shall resolve all reported deficiencies with the Architect/Engineer prior to awarding any subcontracts, ordering material, or starting any work with the Contractor's own employees. Any work performed prior to receipt of instructions from the Design Team will be done at the Contractor's risk.
- B. Qualifications:
1. Only products of reputable manufacturers are acceptable.
 2. All Contractors and subcontractors shall employ only workers skilled in their trades.
- C. Compliance with Codes, Laws, Ordinances:
1. Conform to all requirements of the State of Iowa's Codes, Laws, Ordinances and other regulations having jurisdiction.
 2. Conform to all State Codes.
 3. If there is a discrepancy between the codes and regulations and these specifications, the Architect/Engineer shall determine the method or equipment used.
 4. If the Contractor notes, at the time of bidding, that any parts of the drawings or specifications do not comply with the codes or regulations, Contractor shall inform the Architect/Engineer in writing, requesting a clarification. If there is insufficient time for this procedure, Contractor shall submit with the proposal a separate price to make the system comply with the codes and regulations.
 5. All changes to the system made after letting of the contract, to comply with codes or requirements of Inspectors, shall be made by the Contractor without cost to the Owner.
 6. If there is a discrepancy between manufacturer's recommendations and these specifications, the manufacturer's recommendations shall govern.
 7. All rotating shafts and/or equipment shall be completely guarded from all contact. Partial guards and/or guards that do not meet all applicable OSHA standards are not acceptable. Contractor is responsible for providing this guarding if it is not provided with the equipment supplied.
- D. Permits, Fees, Taxes, Inspections:
1. Procure all applicable permits and licenses.
 2. Abide by all laws, regulations, ordinances, and other rules of the State or Political Subdivision where the work is done, or as required by any duly constituted public authority.
 3. Pay all charges for permits or licenses.
 4. Pay all fees and taxes imposed by the State, Municipal and/or other regulatory bodies.
 5. Pay all charges arising out of required inspections by an authorized body.
 6. Pay all charges arising out of required contract document reviews associated with the project and as initiated by the Owner or authorized agency/consultant.
 7. Where applicable, all fixtures, equipment and materials shall be approved or listed by Underwriter's Laboratories, Inc.

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E. Examination of Drawings:

1. The drawings for the mechanical work are completely diagrammatic, intended to convey the scope of the work and to indicate the general arrangements and locations of equipment, outlets, etc., and the approximate sizes of equipment.
2. Contractor shall determine the exact locations of equipment and rough-ins, and the exact routing of pipes and ducts to best fit the layout of the job.
3. Scaling of the drawings is not sufficient or accurate for determining these locations.
4. Where job conditions require reasonable changes in indicated arrangements and locations, such changes shall be made by the Contractor at no additional cost to the Owner.
5. Because of the scale of the drawings, certain basic items, such as fittings, boxes, valves, unions, etc., may not be shown, but where required by other sections of the specifications or required for proper installation of the work, such items shall be furnished and installed.
6. If an item is either on the drawings or in the specifications, it shall be included in this contract.
7. Determination of quantities of material and equipment required shall be made by the Contractor from the documents. Where discrepancies arise between drawings, schedules and/or specifications, the greater number shall govern.
8. Where used in mechanical documents, the word "furnish" shall mean supply for use, the word "install" shall mean connect complete and ready for operation, and the word "provide" shall mean to supply for use and connect complete and ready for operation.
 - a. Any item listed as furnished shall also be installed, unless otherwise noted.
 - b. Any item listed as installed shall also be furnished, unless otherwise noted.

F. Field Measurements:

1. Verify all pertinent dimensions at the job site before ordering any materials or fabricating any supports, pipes or ducts.

G. Electronic Media/Files:

1. Construction drawings for this project have been prepared utilizing Revit.
2. Contractors and Subcontractors may request electronic media files of the contract drawings and/or copies of the specifications. Specifications will be provided in PDF format.
3. Upon request for electronic media, the Contractor shall complete and return a signed "Electronic File Transmittal" form provided by IMEG.
4. If the information requested includes floor plans prepared by others, the Contractor will be responsible for obtaining approval from the appropriate Design Professional for use of that part of the document.
5. The electronic contract documents can be used for preparation of shop drawings and as-built drawings only. The information may not be used in whole or in part for any other project.
6. The drawings prepared by IMEG for bidding purposes may not be used directly for ductwork layout drawings or coordination drawings.
7. The use of these CAD documents by the Contractor does not relieve them from their responsibility for coordination of work with other trades and verification of space available for the installation.
8. The information is provided to expedite the project and assist the Contractor with no guarantee by IMEG as to the accuracy or correctness of the information provided. IMEG accepts no responsibility or liability for the Contractor's use of these documents.

1.06 WEB-BASED PROJECT SOFTWARE

- A. The General Contractor shall provide a web-based project software site for the purpose of hosting and managing project communication and documentation until completion of the warranty phase.
- B. The web-based project software shall include, at a minimum, the following features: construction schedule, submittals, RFIs, ASIs, construction change directives, change orders, drawing management, specification management, payment applications, contract modifications, meeting minutes, construction progress photos.
- C. Provide web-based project software user licenses for use by the Architect/Engineer. Access will be provided from the start of the project through the completion of the warranty phase.
- D. At project completion, provide digital archive of entire project in format that is readable by common desktop software applications in format acceptable to Architect/Engineer. Provide data in locked format to prevent further changes.

1.07 SUBMITTALS

- A. Submittals shall be required for the following items, and for additional items where required elsewhere in the specifications or on the drawings.

- 1. Submittals List:

Referenced Specification Section	Submittal Item
23 05 93	Testing, Adjusting, and Balancing
23 07 13	Duct Insulation
23 31 00	Ductwork
23 37 00	Grilles, Registers, and Diffusers

- B. General Submittal Procedures: In addition to the provisions of Division 01, the following are required:

- 1. Transmittal: Each transmittal shall include the following:
 - a. Date
 - b. Project title and number
 - c. Contractor's name and address
 - d. Division of work (e.g., plumbing, heating, ventilating, etc.)
 - e. Description of items submitted and relevant specification number
 - f. Notations of deviations from the contract documents
 - g. Other pertinent data
- 2. Submittal Cover Sheet: Each submittal shall include a cover sheet containing:
 - a. Date
 - b. Project title and number
 - c. Architect/Engineer
 - d. Contractor and subcontractors' names and addresses
 - e. Supplier and manufacturer's names and addresses
 - f. Division of work (e.g., plumbing, heating, ventilating, etc.)
 - g. Description of item submitted (using project nomenclature) and relevant specification number
 - h. Notations of deviations from the contract documents

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- i. Other pertinent data
- j. Provide space for Contractor's review stamps
- 3. Composition:
 - a. Submittals shall be submitted using specification sections and the project nomenclature for each item.
 - b. Individual submittal packages shall be prepared for items in each specification section. All items within a single specification section shall be packaged together where possible. An individual submittal may contain items from multiple specifications sections if the items are intimately linked (e.g., pumps and motors).
 - c. All sets shall contain an index of the items enclosed with a general topic description on the cover.
- 4. Content: Submittals shall include all fabrication, erection, layout, and setting drawings; manufacturers' standard drawings; schedules; descriptive literature, catalogs and brochures; performance and test data; electrical power criteria (e.g., voltage, phase, amps, horsepower, kW, etc.) wiring and control diagrams; Short Circuit Current Rating (SCCR); dimensions; shipping and operating weights; shipping splits; service clearances; and all other drawings and descriptive data of materials of construction as may be required to show that the materials, equipment or systems and the location thereof conform to the requirements of the contract documents.
- 5. Contractor's Approval Stamp:
 - a. The Contractor shall thoroughly review and approve all shop drawings before submitting them to the Architect/Engineer. The Contractor shall stamp, date and sign each submittal certifying it has been reviewed.
 - b. Unstamped submittals will be rejected.
 - c. The Contractor's review shall include, but not be limited to, verification of the following:
 - 1) Only approved manufacturers are used.
 - 2) Addenda items have been incorporated.
 - 3) Catalog numbers and options match those specified.
 - 4) Performance data matches that specified.
 - 5) Electrical characteristics and loads match those specified.
 - 6) Equipment connection locations, sizes, capacities, etc. have been coordinated with other affected trades.
 - 7) Dimensions and service clearances are suitable for the intended location.
 - 8) Equipment dimensions are coordinated with support steel, housekeeping pads, openings, etc.
 - 9) Constructability issues are resolved (e.g., weights and dimensions are suitable for getting the item into the building and into place, sinks fit into countertops, etc.).
 - d. The Contractor shall review, stamp and approve all subcontractors' submittals as described above.
 - e. The Contractor's approval stamp is required on all submittals. Approval will indicate the Contractor's review of all material and a complete understanding of exactly what is to be furnished. Contractor shall clearly mark all deviations from the contract documents on all submittals. If deviations are not marked by the Contractor, then the item shall be required to meet all drawing and specification requirements.

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6. Submittal Identification and Markings:
 - a. The Contractor shall clearly mark each item with the same nomenclature applied on the drawings or in the specifications.
 - b. The Contractor shall clearly indicate the size, finish, material, etc.
 - c. Where more than one model is shown on a manufacturer's sheet, the Contractor shall clearly indicate exactly which item and which data is intended.
 - d. All marks and identifications on the submittals shall be unambiguous.
 7. Schedule submittals to expedite the project. Coordinate submission of related items.
 8. Identify variations from the contract documents and product or system limitations that may be detrimental to the successful performance of the completed work.
 9. Reproduction of contract documents alone is not acceptable for submittals.
 10. Incomplete submittals will be rejected without review. Partial submittals will only be reviewed with prior approval from the Architect/Engineer.
 11. Submittals not required by the contract documents may be returned without review.
 12. The Architect/Engineer's responsibility shall be to review one set of shop drawing submittals for each product. If the first submittal is incomplete or does not comply with the drawings and/or specifications, the Contractor shall be responsible to bear the cost for the Architect/Engineer to recheck and handle the additional shop drawing submittals.
 13. Submittals shall be reviewed and approved by the Architect/Engineer before releasing any equipment for manufacture or shipment.
 14. Contractor's responsibility for errors, omissions, or deviation from the contract documents in submittals is not relieved by the Architect/Engineer's approval.
 15. Schedule shall allow for adequate time to perform orderly and proper review of submittals, including time for consultants and Owner if required, and resubmittals by Contractor if necessary, and to cause no delay in Work or in activities of Owner or other contractors.
 - a. Allow at least two weeks for Architect's/Engineer's review and processing of each submittal.
 16. Architect/Engineer reserves the right to withhold action on a submittal which, in the Architect/Engineer's opinion, requires coordination with other submittals until related submittals are received. The Architect/Engineer will notify the Contractor, in writing, when they exercise this right.
- C. Electronic Submittal Procedures:
1. Distribution: Email submittals as attachments to all parties designated by the Architect/Engineer, unless a web-based submittal program is used.
 2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
 3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
 4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. Submittal file name: 23 XX XX.description.YYYYMMDD
 - b. Transmittal file name: 23 XX XX.description.YYYYMMDD
 5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.

1.08 SCHEDULE OF VALUES

- A. The requirements herein are in addition to the provisions of Division 01.
- B. Format:
 - 1. Use AIA Document Continuation Sheets G703 or another similar form approved by the Owner and Architect/Engineer.
 - 2. Submit in Excel format.
 - 3. Support values given with substantiating data.
- C. Preparation:
 - 1. Itemize work required by each specification section and list all providers. All work provided by subcontractors and major suppliers shall be listed on the Schedule of Values. List each subcontractor and supplier by company name.
 - 2. Break down all costs into:
 - a. Material: Delivered cost of product with taxes paid.
 - b. Labor: Labor cost, excluding overhead and profit.
- D. Update Schedule of Values when:
 - 1. Indicated by Architect/Engineer.
 - 2. Change of subcontractor or supplier occurs.
 - 3. Change of product or equipment occurs.

1.09 CHANGE ORDERS

- A. A detailed material and labor takeoff shall be prepared for each change order, along with labor rates and markup percentages. Change orders shall be broken down by sheet or associated individual line item indicated in the change associated narrative, whichever provides the most detailed breakdown. Change orders with inadequate breakdown will be rejected.
- B. Itemized pricing with unit cost shall be provided from all distributors and associated subcontractors.
- C. Change order work shall not proceed until authorized.

1.10 PRODUCT DELIVERY, STORAGE, HANDLING & MAINTENANCE

- A. Exercise care in transporting and handling to avoid damage to materials. Store materials on the site to prevent damage. Keep materials clean, dry and free from harmful conditions. Immediately remove any materials that become wet or that are suspected of becoming contaminated with mold or other organisms.
- B. Equipment and components that are visibly damaged or have been subject to environmental conditions prior to building turnover to Owner that could shorten the life of the component (for example, water damage, humidity, dust and debris, excessive hot or cold storage location, etc.) shall be repaired or replaced with new equipment or components without additional cost to the building owner.
- C. Contractor is responsible for moving equipment into the building and/or site. Contractor shall review site prior to bid for path locations and any required building modifications to allow movement of equipment. Contractor shall coordinate the work with other trades.

1.11 WARRANTY

- A. Provide one-year warranty, unless otherwise noted, to the Owner for all fixtures, equipment, materials, and workmanship.
- B. The warranty period for all work in this Division of the specifications shall commence on the date of final acceptance, unless a whole or partial system or any separate piece of equipment or component is put into use for the benefit of any party other than the installing contractor with prior written authorization. In this instance, the warranty period shall commence on the date

when such whole system, partial system or separate piece of equipment or component is placed in operation and accepted in writing by the Owner.

- C. Warranty requirements shall extend to correction, without cost to the Owner, of all Work found to be defective or nonconforming to the contract documents. The Contractor shall bear the cost of correcting all damage resulting from defects or nonconformance with contract documents.

1.12 INSURANCE

- A. Contractor shall maintain insurance coverage as set forth in Division 0 of these specifications.

1.13 MATERIAL SUBSTITUTION

- A. Where several manufacturers' names are given, the scheduled manufacturer is the basis for job design and establishes the quality required.
- B. Equivalent equipment manufactured by the other listed manufacturers may be used. Contractor shall ensure that all items submitted by these other manufacturers meet all requirements of the drawings and specifications and fits in the allocated space. When using other listed manufacturers, the Contractor shall assume responsibility for any and all modifications necessary (including, but not limited to structural supports, electrical connections, piping and ductwork connections and arrangement, plumbing connections and rough-in, and regulatory agency approval, etc.) and coordinate such with other contractors.
- C. Any material, article or equipment of other unnamed manufacturers which will adequately perform the services and duties imposed by the design and is of a quality equal to or better than the material, article or equipment identified by the drawings and specifications may be used if approval is secured in writing from the Architect/Engineer not later than ten days prior to the bid opening.
- D. This Contractor assumes all costs incurred as a result of using the offered material, article or equipment, on the Contractor's part or on the part of other Contractors whose work is affected.
- E. This Contractor may list voluntary add or deduct prices for alternate materials on the bid form. These items will not be used in determining the low bidder.
- F. All material substitutions requested later than ten (10) days prior to bid opening must be listed as voluntary changes on the bid form.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.01 JOBSITE SAFETY

- A. Neither the professional activities of the Architect/Engineer, nor the presence of the Architect/Engineer or the employees and subconsultants at a construction site, shall relieve the Contractor and other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Architect/Engineer and personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Contractor is solely responsible for jobsite safety. The Architect/Engineer and the Architect/Engineer's consultants shall be indemnified and shall be made additional insureds under the Contractor's general liability insurance policy.

3.02 ARCHITECT/ENGINEER OBSERVATION OF WORK

- A. The Contractor shall provide seven (7) calendar days' notice to the Architect/Engineer prior to:
 1. Covering exterior walls, interior partitions and chases.
 2. Installing hard or suspended ceilings and soffits.
- B. The Architect/Engineer will have the opportunity to review the installation and provide a written report noting deficiencies requiring correction. The Contractor's schedule shall account for these reviews and show them as line items in the approved schedule.

C. Above-Ceiling Final Observation

1. All work above the ceilings must be complete prior to the Architect/Engineer's review. This includes, but is not limited to:
 - a. Main, branch and flexible ducts are installed.
 - b. Diffusers, registers and grilles are installed and connected to ductwork.
2. In order to prevent the Above-Ceiling Final Observation from occurring too early, the Contractor shall review the status of the work and certify, in writing, that the work is ready for the Above-Ceiling Final Observation.
3. It is understood that if the Architect/Engineer finds the ceilings have been installed prior to this review and prior to 7 days elapsing, the Architect/Engineer may not recommend further payments to the contractor until such time as full access has been provided.

3.03 PROJECT CLOSEOUT

A. The following paragraphs supplement the requirements of Division 01.

B. Final Jobsite Observation:

1. In order to prevent the Final Jobsite Observation from occurring too early, the Contractor is required to review the completion status of the project and certify that the job is ready for the final jobsite observation.
2. Attached to the end of this section is a typical list of items that represent the degree of job completeness expected prior to requesting a review.
3. Upon Contractor certification that the project is complete and ready for a final observation, the Contractor shall sign the attached certification and return it to the Architect/Engineer so that the final observation can be scheduled.
4. It is understood that if the Architect/Engineer finds the job not ready for the final observation and that additional trips and observations are required to bring the project to completion, the costs incurred by the Architect/Engineer's additional time and expenses will be deducted from the Contractor's contract retainage prior to final payment at the completion of the job.

C. Before final payment is authorized, this Contractor must submit the following:

1. Operation and maintenance manuals with copies of approved shop drawings.
2. Record documents including marked-up or reproducible drawings and specifications.
3. A report documenting the instructions given to the Owner's representatives complete with the number of hours spent in the instruction. The report shall bear the signature of an authorized agent of This Contractor and shall be signed by the Owner's representatives.
4. Inspection by State Boiler Inspector.
5. Start-up reports on all equipment requiring a factory installation inspection or start-up.
6. Provide spare parts, maintenance, and extra materials in quantities specified in individual specification sections. Deliver to project site; receipt by Architect/Engineer required prior to final payment approval.

3.04 OPERATION AND MAINTENANCE MANUALS

A. General:

1. Provide an electronic copy of the O&M manuals as described below for Architect/Engineer's review and approval. The electronic copy shall be corrected as required to address the Architect/Engineer's comments. Once corrected, electronic copies and paper copies shall be distributed as directed by the Architect/Engineer.
2. Approved O&M manuals shall be completed and in the Owner's possession prior to Owner's acceptance and at least 10 days prior to instruction of operating personnel.

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B. Electronic Submittal Procedures:

1. Distribution: Email the O&M manual as attachments to all parties designated by the Architect/Engineer.
2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. O&M file name: O&M.div23.contractor.YYYYMMDD
 - b. Transmittal file name: O&Mtransmittal.div23.contractor.YYYYMMDD
5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.
6. Provide the Owner with an approved copy of the O&M manual on compact discs (CD), digital video discs (DVD), or flash drives with a permanently affixed label, printed with the title "Operation and Maintenance Instructions", title of the project and subject matter of disc/flash drive when multiple disc/flash drives are required.
7. All text shall be searchable.
8. Bookmarks shall be used, dividing information first by specification section, then systems, major equipment and finally individual items. All bookmark titles shall include the nomenclature used in the construction documents and shall be an active link to the first page of the section being referenced.

C. Operation and Maintenance Instructions shall include:

1. Title Page: Include title page with project title, Architect, Engineer, Contractor, all subcontractors, and major equipment suppliers, with addresses, telephone numbers, website addresses, email addresses and point of contacts. Website URLs and email addresses shall be active links in the electronic submittal.
2. Table of Contents: Include a table of contents describing specification section, systems, major equipment, and individual items.
3. Copies of all final approved shop drawings and submittals. Include Architect's/Engineer's shop drawing review comments. Insert the individual shop drawing directly after the Operation and Maintenance information for the item(s) in the review form.
4. Copy of final approved test and balance reports.
5. Copies of all factory inspections and/or equipment startup reports.
6. Copies of warranties.
7. Schematic electrical power/controls wiring diagrams of the equipment that have been updated for field conditions. Field wiring shall have label numbers to match drawings.
8. Dimensional drawings of equipment.
9. Capacities and utility consumption of equipment.
10. Detailed parts lists with lists of suppliers.
11. Operating procedures for each system.
12. Maintenance schedule and procedures. Include a chart listing maintenance requirements and frequency.
13. Repair procedures for major components.

14. List of lubricants in all equipment and recommended frequency of lubrication.

15. Instruction books, cards, and manuals furnished with the equipment.

3.05 SYSTEM STARTING AND ADJUSTING

- A. The mechanical systems shall be complete and operating. System startup, testing, adjusting, and balancing to obtain satisfactory system performance is the responsibility of the Contractor. This includes calibration and adjustments of all controls, noise level adjustments and final comfort adjustments as required.
- B. Complete all manufacturer-recommended startup procedures and checklists to verify proper motor rotation, electrical power voltage is within equipment limitations, equipment controls maintain pressures and temperatures within acceptable ranges, all filters and protective guards are in-place, acceptable access is provided for maintenance and servicing, and equipment operation does not pose a danger to personnel or property.
- C. Operate all HVAC systems continuously for at least one week prior to occupancy to bring construction materials to suitable moisture levels.
- D. Contractor shall adjust the mechanical systems and controls at season changes during the one year warranty period, as required, to provide satisfactory operation and to prove performance of all systems in all seasons.
- E. All operating conditions and control sequences shall be tested during the start-up period. Test all interlocks, safety shutdowns, controls, and alarms.
- F. The Contractor, subcontractors, and equipment suppliers shall have skilled technicians to ensure that all systems perform properly. If the Architect/Engineer is requested to visit the job site for troubleshooting, assisting in start-up, obtaining satisfactory equipment operation, resolving installation and/or workmanship problems, equipment substitution issues or unsatisfactory system performance, including call backs during the warranty period, through no fault of the design; the Contractor shall reimburse the Owner on a time and materials basis for services rendered at the Architect/Engineer's standard hourly rates in effect when the services are requested. The Contractor shall pay the Owner for services required that are product, installation or workmanship related. Payment is due within 30 days after services are rendered.

3.06 RECORD DOCUMENTS

- A. The following paragraphs supplement Division 01 requirements.
- B. Maintain at the job site a separate and complete set of mechanical drawings and specifications with all changes made to the systems clearly and permanently marked in complete detail.
- C. Mark drawings to indicate revisions to piping and ductwork, size and location, both exterior and interior; including locations of coils, dampers, other control devices, filters, and other units requiring periodic maintenance or repair; actual equipment locations, dimensioned from column lines; actual inverts and locations of underground piping; concealed equipment, dimensioned from column lines; mains and branches of piping systems, with valves and control devices located and numbered, concealed unions located, and with items requiring maintenance located (e.g., traps, strainers, expansion compensators, tanks, etc.); Change Orders; concealed control system devices.
- D. Mark specifications to show approved substitutions; Change Orders, and actual equipment and materials used.
- E. Record changes daily and keep the marked drawings available for the Architect/Engineer's examination at any normal work time.
- F. Upon completing the job, and before final payment is made, give the marked-up drawings to the Architect/Engineer.

3.07 ADJUST AND CLEAN

- A. Thoroughly clean all equipment and systems prior to the Owner's final acceptance of the project. Clean all foreign paint, grease, oil, dirt, labels, stickers, and other foreign material from all equipment.
- B. Remove all rust, scale, dirt, oils, stickers and thoroughly clean exterior of all exposed bare metal ductwork, piping, hangers, and accessories.
- C. Remove all rubbish, debris, etc., accumulated during construction from the premises.

3.08 SPECIAL REQUIREMENTS

- A. Contractor shall coordinate the installation of all equipment, valves, dampers, operators, etc., with other trades to maintain clear access area for servicing.
- B. All equipment shall be installed in such a way to maximize access to parts needing service or maintenance. Review the final field location, placement, and orientation of equipment with the Owner's designated representative prior to setting equipment.
- C. Installation of equipment or devices without regard to coordination of access requirements and confirmation with the Owner's designated representative will result in removal and reinstallation of the equipment at the Contractor's expense.

3.09 IAQ MAINTENANCE FOR OCCUPIED FACILITIES UNDER CONSTRUCTION

- A. Contractors shall make all reasonable efforts to prevent construction activities from affecting the air quality of the occupied areas of the building or outdoor areas near the building. These measures shall include, but not be limited to:
 - 1. All contractors shall endeavor to minimize the amount of contaminants generated during construction. Methods to be employed shall include, but not be limited to:
 - a. Minimizing the amount of dust generated.
 - b. Reducing solvent fumes and VOC emissions.
 - c. Maintain good housekeeping practices, including sweeping and periodic dust and debris removal. There should be no visible haze in the air.
 - d. Protect stored on-site and installed absorptive materials from moisture damage.
 - 2. Request that the Owner designate an IAQ representative.
 - 3. Review and receive approval from the Owner's IAQ representative for all IAQ-related construction activities and negative pressure containment plans.
 - 4. Inform the IAQ representative of all conditions that could adversely impact IAQ, including operations that will produce higher than normal dust production or odors.
 - 5. Schedule activities that may cause IAQ conditions that are not acceptable to the Owner's IAQ representative during unoccupied periods.
 - 6. Request copies of and follow all of the Owner's IAQ and infection control policies.
 - 7. Unless no other access is possible, the entrance to construction site shall not be through the existing facility.
 - 8. To minimize growth of infectious organisms, do not permit damp areas in or near the construction area to remain for over 24 hours.
 - 9. In addition to the criteria above, provide measures as recommended in the SMACNA "IAQ Guidelines for Occupied Buildings Under Construction".
 - 10. If permanently installed air handlers are used to serve both construction and occupied areas, all return grilles throughout construction areas shall be sealed to prevent air from construction areas being supplied to occupied areas.

11. If permanently installed air handlers are used during construction to serve only construction areas and do not supply air to adjacent occupied areas, MERV 8 filtration media shall be used to protect each return air grille or opening. The intent of this will be to prevent construction dust and debris from entering any return or supply air ductwork in the facility. All filtration media shall be replaced immediately prior to occupancy.
12. For each area under construction, the Contractor shall install a negative pressure indicator equivalent to Lamiflow Model L-102F as manufactured by Lamiflow Technologies. Contractor shall regularly monitor and record the negative pressure condition of the construction areas as called for in the Owner's ICRA.

3.10 MAINTAINING CLEAN DUCTWORK THROUGHOUT CONSTRUCTION

- A. Throughout the duration of construction, all ductwork shall be capped or sealed with sheet metal caps, polyethylene film, or other airtight protective to keep dust, dirt, and construction debris out of ducts. Similar means shall be used to seal air-side connections of HVAC equipment to include, but not limited to, air handling units, fans, terminal air boxes, fan coil units, cabinet heaters, blower coils, and the like.
- B. When air terminal devices are installed, contractors shall seal all supply, return, and exhaust grilles with polyethylene film or other airtight protective to keep dust, dirt, and construction debris out of ducts.
- C. Should HVAC equipment be started during construction, Contractor shall remove airtight protectives and shall install one-inch thick MERV 8 filter media over all return and exhaust grilles to prevent dust, dirt, and construction debris from entering ductwork. Filter media shall cover the entire grille face and shall be secured such that air cannot bypass filter media.
- D. Should filter media become laden with dust and dirt, Contractor shall replace filter media with new media to prevent damage to air distribution system and equipment.
- E. The following steps shall be taken during testing, adjusting, and balancing of each air system:
 1. All construction activities in all spaces served by the air system shall stop.
 2. All airtight protectives and temporary filter media shall be removed from all portions of the air system.
 3. Testing, adjusting, and balancing work shall not commence until all construction activity is stopped and all airtight protectives and temporary filter media is removed.
 4. Once testing, adjusting, and balancing work is complete for the air system, airtight protectives or temporary filter media shall be installed over all ductwork openings and air terminals on the air system prior to resuming construction activities in any spaces served by the air system.
- F. The Owner shall agree the building is sufficiently clean prior to the removal of any filtration media and airtight protectives from air terminal devices.

READINESS CERTIFICATION PRIOR TO FINAL JOBSITE OBSERVATION

To prevent the final job observation from occurring too early, we require that the Contractor review the completion status of the project and, by copy of this document, certify that the job is indeed ready for the final job observation. The following is a typical list of items that represent the degree of job completeness expected prior to requesting a final job observation.

1. Penetrations fire sealed and labeled in accordance with specifications.
2. All fans shall be operating and balanced.
3. Pipe insulation complete, pipes labeled, and valves tagged.

Accepted by:

Prime Contractor _____

By _____ Date _____

Upon Contractor certification that the project is complete and ready for a final job observation, we require the Contractor to sign this agreement and return it to the Architect/Engineer so that the final observation can be scheduled.

It is understood that if the Architect/Engineer finds the job not ready for the final observation and that additional trips and observations are required to bring the project to completion, the costs incurred by the Architect/Engineer for additional time and expenses will be deducted from the Contractor's contract retainage prior to final payment at the completion of the job.

END OF SECTION 230500

SECTION 230505
HVAC DEMOLITION FOR REMODELING

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Mechanical demolition.
- B. Cutting and Patching.

PART 2 - PRODUCTS

2.01 MATERIALS AND EQUIPMENT

- A. Materials and equipment shall be as specified in individual Sections.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. THE DRAWINGS ARE INTENDED TO INDICATE THE GENERAL SCOPE OF WORK AND DO NOT SHOW EVERY PIPE, DUCT, OR PIECE OF EQUIPMENT THAT MUST BE REMOVED. THE CONTRACTOR SHALL VISIT THE SITE AND VERIFY CONDITIONS PRIOR TO SUBMITTING A BID.
- B. Where walls, ceilings, etc., are shown as being removed on general drawings, the Contractor shall remove all mechanical equipment, devices, fixtures, piping, ducts, systems, etc., from the removed area.
- C. Where ceilings, walls, partitions, etc., are temporarily removed and replaced by others, This Contractor shall remove, store, and replace equipment, devices, fixtures, pipes, ducts, systems, etc.
- D. Verify that abandoned utilities serve only abandoned equipment or facilities. Extend services to facilities or equipment that shall remain in operation following demolition.
- E. Coordinate work with all other Contractors and the Owner. Schedule removal of equipment to avoid conflicts.
- F. This Contractor shall verify all existing equipment sizes and capacities where equipment is scheduled to be replaced or modified, prior to ordering new equipment.
- G. Bid submittal shall mean the Contractor has visited the project site and verified existing conditions and scope of work.

3.02 PREPARATION

- A. Disconnect mechanical systems in walls, floors, and ceilings scheduled for removal.
- B. Provide temporary connections to maintain existing systems in service during construction. When work must be performed on operating equipment, use personnel experienced in such operations.
- C. Existing Heating System: Maintain existing system in service until new system is complete and ready for service. Drain system only to make switchovers and connections. Obtain permission from the Owner at least 48 hours before partially or completely draining system. Minimize outage duration.

3.03 DEMOLITION AND EXTENSION OF EXISTING MECHANICAL WORK

- A. Demolish and extend existing mechanical work under provisions of Division 2 and this Section.
- B. Remove, relocate, and extend existing installations to accommodate new construction.
- C. Remove abandoned ducts and piping to source of supply and/or main lines.
- D. Remove exposed abandoned pipes and ducts, including abandoned pipes and ducts above accessible ceilings. Cut ducts flush with walls and floors, cap duct that remains, and patch surfaces. Cut pipes above ceilings, below floors and behind walls. Cap remaining lines. Repair

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building construction to match original. Remove all clamps, hangers, supports, etc. associated with pipe and duct removal.

- E. Disconnect and remove mechanical devices and equipment serving equipment that has been removed.
- F. Repair adjacent construction and finishes damaged during demolition and extension work.
- G. Maintain access to existing mechanical installations which remain. Modify installation or provide access panels as appropriate.
- H. Remove unused sections of supply and return air ductwork back to mains. Patch opening with sheet metal and seal airtight. Patch existing insulation to match existing. Where existing ductwork is to be capped and reused, locate the end cap within 6" of the last branch. End caps shall be 3" pressure class and seal class "A".
- I. Extend existing installations using materials and methods compatible with existing installations, or as specified.

3.04 CUTTING AND PATCHING

- A. This Contractor is responsible for all penetrations of existing construction required to complete the work of this project. Refer to Section 230529 for additional requirements.
- B. Penetrations in existing construction should be reviewed carefully prior to proceeding with any work.
- C. Penetrations shall be neat and clean with smooth and/or finished edges. Core drill where possible for clean opening.
- D. Repair existing construction as required after penetration is complete to restore to original condition. Use similar materials and match adjacent construction unless otherwise noted or agreed to by the Architect/Engineer prior to start of work.
- E. Floor slabs may contain conduit systems. This Contractor is responsible for taking any measures required to ensure no conduits or other services are damaged. This includes X-ray or similar non-destructive means.
- F. This Contractor is responsible for all costs incurred in repair, relocations, or replacement of any cables, conduits, or other services if damaged without proper investigation.

3.05 CLEANING AND REPAIR

- A. Clean and repair existing materials and equipment which remain or are to be reused.
- B. Clean all systems adjacent to project which are affected by the dust and debris caused by this construction.
- C. MECHANICAL ITEMS REMOVED AND NOT RELOCATED REMAIN THE PROPERTY OF THE OWNER. CONTRACTOR SHALL PLACE ITEMS RETAINED BY THE OWNER IN A LOCATION COORDINATED WITH THE OWNER. THE CONTRACTOR SHALL DISPOSE OF MATERIAL THE OWNER DOES NOT WANT TO REUSE OR RETAIN FOR MAINTENANCE PURPOSES.

3.06 SPECIAL REQUIREMENTS

- A. Install temporary filter media over outside air intakes which are within 100 feet of the limits of construction. This Contractor shall complete any cleaning required for existing systems which are affected by construction dust and debris.
- B. Review locations of all new penetrations in existing floor slabs or walls. Determine construction type and review for possible interferences. Bring all concerns to the attention of the Architect/Engineer before proceeding.

END OF SECTION 230505

SECTION 230593
TESTING, ADJUSTING, AND BALANCING

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Testing, adjusting, and balancing of air systems.
- B. Measurement of final operating condition of HVAC systems.

1.02 QUALITY ASSURANCE

- A. Work shall be performed in accordance with the requirements of the references listed at the start of this section.

1.03 REFERENCES

- A. AABC - National Standards for Total System Balance, Seventh Edition.
- B. ADC - Test Code for Grilles, Registers, and Diffusers.
- C. AMCA - Publication 203-90; Field Performance Measurement of Fan Systems.
- D. ASHRAE - 2019 HVAC Applications Handbook; Chapter 39, Testing, Adjusting and Balancing.
- E. ASHRAE/ANSI - Standard 111-2008; Practices for Measurement, Testing, Adjusting and Balancing of Building HVAC&R Systems.
- F. NEBB - Procedural Standards for Testing, Adjusting and Balancing of Environmental Systems, Ninth Edition, 2019.
- G. SMACNA - HVAC Systems; Testing, Adjusting and Balancing (latest edition).
- H. TABB - International Standards for Environmental Systems Balance.

1.04 SUBMITTALS

- A. Submit copies of report forms, balancing procedures, and the name and qualifications of testing and balancing agency for approval within 30 days after award of Contract.
- B. Electronic Copies:
 - 1. Submit a certified copy of test reports to the Architect/Engineer for approval. Electronic copies shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Copies that are not legible will be returned to the Contractor for resubmittal. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
 - 2. Electronic file size shall be limited to a maximum of 10MB. Larger files shall be divided into files that are clearly labeled as "1 of 2", "2 of 2", etc.
 - 3. All text shall be searchable.
 - 4. Bookmarks shall be used. All bookmark titles shall be an active link to the index page and index tabs.

1.05 REPORT FORMS

- A. Submit reports on AABC, SMACNA or NEBB forms. Use custom forms approved by the Architect/Engineer when needed to supply specified information.
- B. Include in the final report a schematic drawing showing each system component, including balancing devices, for each system. Each drawing shall be included with the test reports required for that system. The schematic drawings shall identify all testing points and cross-reference these points to the report forms and procedures.
- C. Refer to PART 4 for required reports.

1.06 WARRANTY/GUARANTEE

- A. The TAB Contractor shall include an extended warranty of 90 days after owner receipt of a completed balancing report, during which time the Owner may request a recheck of terminals, or resetting of any outlet, coil, or device listed in the test report. This warranty shall provide a minimum of 24 manhours of onsite service time. If it is determined that the new test results are not within the design criteria, the balancer shall rebalance the system according to design criteria.
- B. Warranty/Guarantee must meet one of the following programs: TABB International Quality Assurance Program, AABC National Project Performance Guarantee, NEBB's Conformance Certification.

1.07 SCHEDULING

- A. Coordinate schedule with other trades. Provide a minimum of seven days' notice to all trades and the Architect/Engineer prior to performing each test.

PART 2 - PRODUCTS (Not Used)**PART 3 - EXECUTION****3.01 GENERAL REQUIREMENTS**

- A. All procedures must conform to a published standard listed in the References article of this section. All equipment shall be adjusted in accordance with the manufacturer's recommendations. Any system not listed in this specification but installed under the contract documents shall be balanced using a procedure from a published standard listed in the References article.
- B. The Balancing Contractor shall incorporate all pertinent documented construction changes (e.g. submittals/shop drawings, change orders, RFIs, ASIs, etc.) and include in the balancing report.
- C. Recorded data shall represent actual measured or observed conditions.
- D. Cut insulation, ducts, pipes, and equipment cabinets for installation of test probes to the minimum extent necessary to allow adequate performance of procedures. After testing and balancing is complete, close probe holes and patch insulation with new materials as specified. Restore vapor barrier and finish as specified.
- E. Permanently mark setting of valves, dampers, and other adjustment devices allowing for settings to be restored. Set and lock memory stops.
- F. Leave systems in proper working order, replacing belt guards, closing access doors, closing doors to electrical switch boxes, plugging test holes, and restoring thermostats to specified settings.

3.02 EXAMINATION

- A. Before beginning work, verify that systems are complete and operable. Ensure the following:
 - 1. General Equipment Requirements:
 - a. Equipment is safe to operate and in normal condition.
 - b. Equipment with moving parts is properly lubricated.
 - c. Temperature control systems are complete and operable.
 - d. Proper thermal overload protection is in place for electrical equipment.
 - e. Direction of rotation of all fans and pumps is correct.
 - f. Access doors are closed and end caps are in place.
 - 2. Duct System Requirements:
 - a. All filters are clean and in place. If required, install temporary media.
 - b. Duct systems are clean and free of debris.
 - c. Fire/smoke and manual volume dampers are in place, functional and open.

- d. Air outlets are installed and connected.
- e. Duct system leakage has been minimized.
- B. Report any defects or deficiencies to Architect/Engineer.
- C. Promptly report items that are abnormal or prevent proper balancing.
- D. If, for design reasons, system cannot be properly balanced, report as soon as observed.
- E. Beginning of work means acceptance of existing conditions.

3.03 PREPARATION

- A. Provide instruments required for testing, adjusting, and balancing operations. Make instruments available to the Architect/Engineer for spot checks during testing.
- B. Instruments shall be calibrated within six months of testing performed for project, or more recently if recommended by the instrument manufacturer.

3.04 INSTALLATION TOLERANCES

- A. $\pm 10\%$ of scheduled values:
 - 1. Adjust air inlets and outlets to $\pm 10\%$ of scheduled values.
- B. $\pm 5\%$ of scheduled values
 - 1. Adjust exhaust air through energy recovery equipment to within $+ 5\%$ of scheduled values.
- C. Adjust supply, return, and exhaust air-handling systems to $+10\%$ / -5% of scheduled values.

3.05 ADJUSTING

- A. After adjustment, take measurements to verify balance has not been disrupted or that disruption has been rectified.
- B. Once balancing of systems is complete, at least one damper or valve must be 100% open.
- C. After testing, adjusting and balancing are complete, operate each system and randomly check measurements to verify system is operating as reported in the report. Document any discrepancies.
- D. Contractor responsible for each motor shall also be responsible for replacement sheaves. Coordinate with contractor.
- E. Contractor responsible for pump shall trim impeller to final duty point as instructed by this contractor on all pumps not driven by a VFD. Coordinate with contractor.

3.06 SUBMISSION OF REPORTS

- A. Fill in test results on appropriate forms.

PART 4 - SYSTEMS TO BE TESTED, ADJUSTED AND BALANCED**4.01 Verification of existing systems.**

- A. Perform a pre-balance of systems serving the area of construction prior to the start of any other work. Do not make adjustments to the systems. If the systems are not operating at maximum capacity, temporarily drive system to maximum and take readings for the system. Return the system to its original state when measurements are complete.
 - 1. Air Handling Unit:
 - a. General Requirements:
 - 1) Existing Equipment Tag (if available).
 - 2) Location.
 - 3) Manufacturer, model, arrangement, class, discharge.
 - 4) Fan RPM.

- b. Flow Rate:
 - 1) Supply flow rate (cfm)
 - 2) Return flow rate (cfm)
 - 3) Outside flow rate (cfm)
 - 4) Exhaust flow rate (cfm)
 - c. Pressure Drop and Pressure:
 - 1) Filter pressure drop.
 - 2) Total static pressure. (Indicate if across fan or external to unit).
 - 3) Inlet pressure.
 - 4) Discharge pressure.
- 2. Exhaust Fan
 - a. Drawing symbol.
 - b. Location.
 - c. Manufacturer and model.
 - d. Flow rate (cfm).
 - e. Total static pressure. (Indicate measurement locations).
 - f. Inlet pressure.
 - g. Discharge pressure.
 - h. Fan RPM.
- 3. Air Terminal (Inlet or Outlet):
 - a. Room number/location.
 - b. Terminal type and size.
 - c. Velocity.
 - d. Flow rate (cfm)
 - e. Percent of design flow rate.
- 4. Air Terminal Unit (Terminal Air Box) Data:
 - a. General Requirements:
 - 1) Drawing symbol.
 - 2) Location.
 - 3) Manufacturer and model.
 - 4) Size.
 - 5) Type: constant, variable, single, dual duct.
 - b. Flow Rate:
 - 1) Cooling maximum flow rate (cfm).
 - 2) Heating maximum flow rate (cfm).
 - 3) Minimum flow rate (cfm).
 - 4) Water flow rate (gpm).
 - c. Temperature:
 - 1) Entering air temperature.
 - 2) Leaving air temperature (in heating mode).
 - 3) Entering water temperature.
 - 4) Leaving water temperature.

- d. Pressure Drop and Pressure:
 - 1) Inlet static pressure during testing.
 - 2) Coil air pressure drop.
 - 3) Water pressure drop.

B. Report findings to Architect/Engineer on standard forms. Provide four (4) copies of report.

4.02 GENERAL REQUIREMENTS

- A. Title Page:
 - 1. Project name.
 - 2. Project location.
 - 3. Project Architect.
 - 4. Project Engineer (IMEG Corp.).
 - 5. Project General Contractor.
 - 6. TAB Company name, address, phone number.
 - 7. TAB Supervisor's name and certification number.
 - 8. TAB Supervisor's signature and date.
 - 9. Report date.
- B. Report Index
- C. General Information:
 - 1. Test conditions.
 - 2. Nomenclature used throughout report.
 - 3. Notable system characteristics/discrepancies from design.
 - 4. Test standards followed.
 - 5. Any deficiencies noted.
 - 6. Quality assurance statement.
- D. Instrument List:
 - 1. Instrument.
 - 2. Manufacturer, model, and serial number.
 - 3. Range.
 - 4. Calibration date.

4.03 AIR SYSTEMS

- A. Duct Leakage Test:
 - 1. Air system and fan.
 - 2. Leakage class.
 - 3. Test pressure.
 - 4. Construction pressure.
 - 5. Flow rate (cfm): specified and actual.
 - 6. Leakage (refer to Section 233100 in the specifications): specified and actual.
 - 7. Statement that fire dampers, reheat coils and other accessories were included in the test.
 - 8. Pass or Fail.
 - 9. Test performed by.
 - 10. Test witnessed by.

- B. Air Moving Equipment:
 - 1. General Requirements:
 - a. Drawing symbol.
 - b. Location.
 - c. Manufacturer, model, arrangement, class, discharge.
 - d. Fan RPM.
 - e. Multiple RPM fan curve with operating point marked. (Obtain from equipment supplier).
 - f. Final frequency of motor at maximum flow rate (on fans driven by VFD).
 - 2. Flow Rate:
 - a. Supply flow rate (cfm): specified and actual.
 - b. Return flow rate (cfm): specified and actual.
 - c. Outside flow rate (cfm): specified and actual.
 - d. Exhaust flow rate (cfm): specified and actual.
 - 3. Pressure Drop and Pressure:
 - a. Filter pressure drop: specified and actual.
 - b. Total static pressure: specified and actual. (Indicate if across fan or external to unit).
 - c. Inlet pressure.
 - d. Discharge pressure.
- C. Fan Data:
 - 1. Drawing symbol.
 - 2. Location.
 - 3. Manufacturer and model.
 - 4. Flow rate (cfm): specified and actual.
 - 5. Total static pressure: specified and actual. (Indicate measurement locations).
 - 6. Inlet pressure.
 - 7. Discharge pressure.
 - 8. Fan RPM.
- D. Electric Motors:
 - 1. Drawing symbol of equipment served.
 - 2. Manufacturer, Model, Frame.
 - 3. Nameplate: HP, phase, service factor, RPM, operating amps, efficiency.
 - 4. Measured: Amps in each phase.
- E. Air Terminal (Inlet or Outlet):
 - 1. Drawing symbol.
 - 2. Room number/location.
 - 3. Terminal type and size.
 - 4. Velocity: specified and actual.
 - 5. Flow rate (cfm): specified and actual.
 - 6. Percent of design flow rate.

F. Air Terminal Unit (Terminal Air Box) Data:

1. General Requirements:
 - a. Drawing symbol.
 - b. Location.
 - c. Manufacturer and model.
 - d. Size.
 - e. Type: constant, variable, single, dual duct.
2. Flow Rate:
 - a. Cooling maximum flow rate (cfm): specified and actual.
 - b. Heating maximum flow rate (cfm): specified and actual.
 - c. Minimum flow rate (cfm): specified and actual.
 - d. Water flow rate (gpm): specified and actual with system performance adjusted as follows:
 - 1) Adjust heating water system pump to maintain maximum system differential pressure.
 - 2) Set calibrated balance valve fully open.
 - 3) Command terminal air box control valve to fully open.
 - 4) Measure heating coil flow using calibrated balance valve.
 - 5) Note: Commanding terminal air box control valve to be fully open shall be done on a valve-by-valve basis. Do not command all control valves to be fully open at the same time, as the heating water system may not have sufficient capacity.
 - 6) Note: After Balancing of all terminal air boxes is complete, release the heating water pump to automatically reset the system DP based on control valve position per sequence of operation requirements.
3. Temperature:
 - a. Entering air temperature: specified and actual.
 - b. Leaving air temperature (in minimum airflow/heating mode): specified and actual.
 - c. Entering water temperature: specified and actual.
 - d. Leaving water temperature: specified and actual.
4. Pressure Drop and Pressure:
 - a. Inlet static pressure during testing cooling maximum airflow rate (maximum and minimum).
 - b. Water pressure drop: specified and actual.

END OF SECTION 230593

**SECTION 230713
DUCTWORK INSULATION**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Ductwork Insulation.
- B. Insulation Jackets.

1.02 QUALITY ASSURANCE

- A. Materials:
 - 1. Listed and labeled for flame spread/smoke developed rating of no more than 25/50 when tested per ASTM E84 or UL 723 as required by code.
 - 2. Fungal Resistance: No growth when tested in accordance with ASTM G21 (antifungal test).
 - 3. Rated velocity on coated air side for air erosion in accordance with UL 181 at 5,000 fpm minimum.
- B. Adhesives: UL listed, meeting NFPA 90A/90B requirements.

1.03 REFERENCES

- A. ASTM E84 - Surface Burning Characteristics of Building Materials.
- B. ASTM G21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi.
- C. National Commercial & Industrial Insulation Standards - 1999 Edition - as published by Midwest Insulation Contractors Association and endorsed by National Insulation Contractors Association.
- D. NFPA 255 - Surface Burning Characteristics of Building Materials.
- E. UL 181 - Standard for Factory-Made Air Ducts and Air Connectors.
- F. UL 723 - Surface Burning Characteristics of Building Materials.

1.04 SUBMITTALS

- A. Submit shop drawings per Section 230500. Include product description, list of materials and thickness for each service, and location.
- B. Submit manufacturer's installation instructions.

PART 2 - PRODUCTS

2.01 MATERIALS

- A. Type A: Flexible Fiberglass - Outside Wrap; ANSI/ASTM C553; commercial grade; 0.28 / 0.26 (Out-Of-Package/Installed-Compressed 25%) maximum 'K' value at 75F; foil scrim Kraft facing, 1.0 lb./cu. ft. density. Submit both "Out of Package" and "Installed-Compressed 25%" K and R-values.
- B. Type C: Flexible Fiberglass Liner; ANSI/ASTM C1071; 0.28 maximum 'K' value at 75F; 1.5 lb/cu ft minimum density; coated air side for 5000 fpm air velocity.

2.02 JACKETS

- A. Vapor Barrier Jackets: Kraft reinforced foil scrim vapor barrier with self-sealing adhesive joints. Beach puncture resistance ratio of at least 25 units. Tensile strength: 35 psi minimum. Single, self-seal acrylic adhesive on longitudinal jacket laps and butt strips.

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Install materials in accordance with manufacturer's instructions, codes, and industry standards.
- B. Install materials after ductwork has been tested.

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- C. Clean surfaces for adhesives.
- D. Provide insulation with vapor barrier when air conveyed may be below ambient temperature.
- E. Exterior Duct Wrap - Flexible, Type A:
 - 1. Apply with edges tightly butted.
 - 2. Cut slightly longer than perimeter of duct to insure full thickness at corners. Do not wrap excessively tight.
 - 3. Seal joints with adhesive backed tape.
 - 4. Apply so insulation conforms uniformly and firmly to duct.
 - 5. Seal all penetrations of the vapor barrier by strap hangers or slip cable hangers with adhesive backed tape.
 - 6. Provide high-density insulation inserts on rectangular ducts at trapeze duct hangers to prevent crushing of insulation. Provide high-density insulation inserts with clamp-on round ducts requiring two (2) rods or straps to prevent crushing of insulation. Maintain continuous vapor barrier through the hanger.
 - 7. Tape all joints with Royal Tapes #RT 350 (216-439-7229), Venture Tape 1525CW, or Compac Type FSK. No substitutions will be accepted without written permission from the Architect/Engineer.
 - 8. Press tape tightly to the duct covering with a squeegee for a tight continuous seal. Fish mouths and loose tape edges are not acceptable.
 - 9. Staples may be used, but must be covered with tape.
 - 10. Vapor barrier must be continuous.
 - 11. Mechanically fasten on 12" centers at bottom of ducts over 24" wide and on all sides of vertical ducts.
- F. Interior Insulation - Flexible Duct Liner, Type C:
 - 1. Observation of Duct Lining:
 - a. After installation of ductwork, Architect/Engineer may select random observation points in each system.
 - 1) At each observation point, cut and remove an 18" x 18" section of ductwork and liner for verification of installation.
 - 2) Random observation points based on one opening per 75 lineal ft. of total duct run.
 - b. When any of the observation points shows non-compliance, additional points will be designated by the Architect/Engineer, and observation repeated.
 - c. If 20% of points observed do not comply, remove and replace all lined ducts and repeat tests. Where replacement is not required, correct all non-compliances.
 - d. At end of observation, repair all duct lining and observation holes by installing standard, insulated, hinged access doors per Section 233300.
 - e. Paint or finish to match adjacent duct surfaces.
 - 2. Impale on spindle anchors welded or mechanically fastened to the duct. Adhesive or glue fastened anchors are not acceptable. Maximum anchor spacing per SMACNA Duct Construction Standards or manufacturer's recommendations, whichever is more restrictive. Locate pins less than 3" from corners and at intervals not over 6" around the perimeter at leading and trailing edges. Locate pins within 3" of transverse joints and at intervals not over 16" long the length of the duct. Pins must be long enough to prevent compressing the insulation.
 - 3. In addition to anchors, secure liner with UL listed adhesive covering over 90% of the duct surface.

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4. Install per the latest edition of the SMACNA Manual.
 5. Leading edges shall be covered as follows:
 - a. For duct velocities below 3000 fpm, coat leading edges with adhesive. Neatly butt liner without gaps at transverse joints. Cut liner flush with end of the duct section for tight joints with no exposed duct. If adhesive is shop installed, field apply additional adhesive to the end of each duct section for complete adhesion of the liner. Protect edges from dirt and debris.
 - b. For duct velocities above 3000 fpm, cover leading edges with metal nosing. Use nosing on upstream edges of each section of duct. If the duct can be installed in either direction, provide nosing on each end or clearly mark the duct to allow visual verification after installation. Verify duct velocities based on the scheduled air flow rates and determine where metal nosing is required.
 - c. Install metal nosing in the following locations (regardless of velocity):
 - 1) The first three fittings downstream of all fans.
 - 2) At all duct liner interruptions. This includes fire dampers, access doors, branch connections, and all other locations where the edge of the liner is exposed.
 - 3) Trailing edges of transverse joints do not require metal nosings.
 6. Overlap liner at longitudinal joints. Make longitudinal joints at corners of the duct unless the duct size does not allow this. Coat longitudinal joints with adhesive at velocities over 2500 fpm.
 7. Seal all damaged duct liner with adhesive and glass cloth. Do not damage duct liner surface coatings.
 8. Duct dimensions given are net inside dimensions. Increase sheet metal to allow for insulation thickness.
 - G. Continue insulation with vapor barrier through penetrations unless code prohibits.
 - H. Provide 2" wide, 24" high, 26 gauge, galvanized sheet metal corner protection angles for all externally insulated ductwork extending to a floor or curb.
- 3.02 SCHEDULE**
- A. Refer to Ductwork Application Schedule in Section 233100 for scheduling of insulation.

END OF SECTION 230713

**SECTION 233100
DUCTWORK**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Galvanized Ductwork
- B. Rectangular Ductwork
- C. Round and Flat Oval Ductwork
- D. Flexible Duct
- E. Leakage Testing
- F. Ductwork Penetrations

1.02 REFERENCES: Conform to all applicable requirements of the following publications:

- A. ADC Flexible Duct Performance and Installation Standards, 3rd Edition 1996.
- B. ANSI/ASHRAE/IES Standard 90.1 (latest published edition) - Energy Standard for Buildings Except Low-Rise Residential Buildings.
- C. ASHRAE - Handbook Systems and Equipment; Chapter 19 - Duct Construction.
- D. ASHRAE - Handbook Fundamentals; Chapter 21 - Duct Design.
- E. ASTM A90 - Standard Test Method for Weight (Mass) of Coating on Iron and Steel Articles with Zinc or Zinc-Alloy Coatings.
- F. ASTM A167- Stainless & Heat-Resisting Chromium-Nickel Steel Plate, Sheet, & Strip.
- G. ASTM A653 - Steel Sheet, Zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
- H. ASTM A924 - Specification for General Requirements for Steel Sheet, Metallic-Coated by the Hot-Dip Process.
- I. AWS D9.1M/D9.1 - Sheet Metal Welding Code.
- J. CDPH Standard Method V1.1-2010 - Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers Version 1.1.
- K. IECC - International Energy Conservation Code (latest published edition)
- L. NFPA 90A - Installation of Air-Conditioning and Ventilating Systems.
- M. NFPA 90B - Installation of Warm Air Heating and Air- Conditioning Systems.
- N. NFPA 96 - Ventilation Control and Fire Protection of Commercial Cooking Equipment.
- O. SCAQMD Rule 1168 - South Coast Air Quality Management District Rule 1168 - Adhesive and Sealant Applications.
- P. SMACNA - Air Duct Leakage Test Manual.
- Q. SMACNA - HVAC Duct Construction Standards.
- R. SMACNA - Round Industrial Duct Construction Standards - 1999 Edition.
- S. UL 181 - Factory-Made Air Ducts and Air Connectors.
- T. UL 181A - Closure Systems for Use with Rigid Air Ducts and Air Connectors
- U. UL 181B - Closure Systems for Use with Flexible Air Ducts and Air Connectors.

1.03 SUBMITTALS

- A. Submit shop drawings per Section 230500.
- B. Submit duct fabrication standards in compliance with SMACNA and these specifications. Clearly indicate metal gauges, reinforcement, and joining methods intended for use for each

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pressure classification. Furnish details of all common duct fittings and joint connections to be used on this project.

- C. The Architect/Engineer may require field verification of sheet metal gauges and reinforcing to verify compliance with these specifications. At the request of the Architect/Engineer, the contractor shall remove a sample of the duct for verification. The contractor shall repair as needed.
- D. Coordination drawings are specified separately and are not included as part of these submittals.
- E. Duct Layout Drawings (Coordination Input):
Prepare detailed duct layout drawings indicating proposed routing, fittings, elevations, dimensions including insulation thickness, hangers, access doors, and coordination with structural and architectural elements. These drawings are intended to serve as the ductwork basis for the coordination drawing process defined in Section 230500. Duct layout drawings may be submitted for general conformance with design intent when requested, but will not be reviewed for full multi-trade coordination. Duct layout drawings are not coordination drawings and do not relieve the Contractor of responsibility to comply with Section 230500.
 - 1. Duct layout drawings shall include, at a minimum, the following information: 1/4" minimum scale complete with the following information:
 - 2. Actual duct routing, ductwork fittings, actual sheet metal dimensions including insulation liner and wrap, duct hanger and support types, ductwork accessories, etc. with lengths and weights noted.
 - 3. Differentiate ducts that are wrapped. Include insulation thickness, type of insulation, and acoustical lagging.
 - 4. Room names and numbers, ceiling types, and ceiling heights.
 - 5. Indicate location of all beams, bar joists, etc. along with bottom of steel elevations for each member.
 - 6. Verify clearances and interferences with other trades prior to preparing drawings. IMEG will provide electronic copies of ventilation drawings for contractor's use if the contractor signs and returns the "Electronic File Transfer" waiver. IMEG will not consider blatant reproductions of original file copies an acceptable alternative for this submittal. Refer also to Section 230500.
- F. Duct Leakage Test Summary Report: Upon completion of the pressure test described in Part 3, the Contractor shall submit an air duct leakage test summary report as outlined in the SMACNA HVAC Duct Leakage Test Manual.

1.04 DEFINITIONS

- A. Duct Sizes shown on drawings are inside clear dimensions. Maintain clear dimensions inside any lining.
- B. Transitions are generally not shown in single-line ductwork. Where sizes change at a divided flow fitting, the larger size shall continue through the fitting.
- C. Interior Duct: Ductwork located within the conditioned envelope including return air plenums and indirectly conditioned spaces.

1.05 COORDINATION DRAWINGS

- A. Comply with coordination drawing requirements of Section 230500. Provide ductwork layout information necessary to support the overall coordination drawing process. Ductwork shall serve as the baseline system for coordination with piping, electrical, fire protection, and other trades. Duct layout drawings prepared under this Section may be used as the ventilation contractor's coordination file and incorporated into the composite coordination drawings package required by Section 230500.

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- B. Duct drawings shall be at 1/4" minimum scale complete with the following information:
1. Actual duct routing, ductwork fittings, actual sheet metal dimensions including insulation liner and wrap, duct hanger and support types, ductwork accessories, etc. with lengths and weights noted.
 2. Differentiate ducts that are lined or wrapped. Include insulation thickness, type of insulation, and acoustical lagging.
 3. Location and size of all duct access doors.
 4. Room names and numbers, ceiling types, and ceiling heights.
 5. Indicate location of all beams, bar joists, etc. along with bottom of steel elevations for each member.
 6. IMEG will provide electronic file copies of ventilation drawings for contractor's use if the contractor signs and returns an "Electronic File Transfer" waiver provided by IMEG. IMEG will not consider blatant reproductions of original file copies an acceptable alternative for coordination drawings. Architectural plans will need to be obtained from the Architect.

PART 2 - PRODUCTS

2.01 GENERAL REQUIREMENTS AND SUPPORTS

- A. Rectangular Duct - Single Wall:
1. General Requirements:
 - a. All ductwork gauges and reinforcements shall be as listed in SMACNA Duct Construction Standards Chapter 2. Where necessary to fit in confined spaces, furnish heaviest duct gauge and least space consuming reinforcement.
 - b. Transitions shall not exceed the angles in Figure 4-7.
 2. Exceptions and modifications to the 2005 HVAC Duct Construction Standards are:
 - a. All ducts shall be cross-broken or beaded.
 - b. Snap lock seams are not permitted.
 - c. Turning vanes shall be used in all 90-degree mitered elbows, unless clearly noted otherwise on the drawings. Vanes shall be as follows:
 - 1) Type 1:
 - a) Description: Single wall type with 22-gauge (0.029") or heavier vanes, 3-1/4" blade spacing, and 4" to 4-1/2" radius. Vanes hemmed if recommended by runner manufacturer. Runners shall have extra-long locking tabs. C-value independently tested at below 0.26. EZ Rail II by Sheet Metal Connectors or equal.
 - b) Usage: Limited to 3,000 fpm and vane lengths 36" and under.
 - 2) Turning vanes shall operate quietly. Repair or replace vanes that rattle or flutter.
 - 3) Runners must be installed at a 45-degree angle. Elbows with different size inlet and outlet must be radius type.
 - 4) Omitting every other vane is prohibited.
 - d. Where smooth radius rectangular elbows are shown, they shall be constructed per SMACNA Figure 4-2. Type RE1 shall be constructed with a centerline duct radius R/W of 1.0. Where shown on drawings, Type RE3 elbows with 3 vanes shall be used with centerline duct radius R/W of 0.6 (SMACNA r/W=0.1). RE1 or RE3 elbows may be used where mitered elbows are shown if space permits. Mitered elbows (with or without turning vanes) may not be substituted for radius elbows. Do not make branch takeoffs within 4 duct diameters on the side of the duct downstream from the inside radius of radius elbows.

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- e. Rectangular branch and tee connections in ducts over 1" pressure class shall be 45-degree entry type per Figs. 4-5 and 4-6. Rectangular straight taps are not acceptable above 1" pressure class.
- f. Bellmouth fittings shown on return duct inlets shall expand at a 60-degree total angle horizontally and vertically (space permitting) and have length of at least 25% of the smallest duct dimension.
- g. Round taps off rectangular unlined ducts shall be flanged conical or bellmouth type (equal to Buckley Bellmouth or Sheet Metal Connectors E-Z Tap), or 45-degree rectangular with transition to round (equal to Sheet Metal Connectors Inc. High Efficiency Takeoff). Straight taps are acceptable if pressure class is 1" or less, round duct is 12" diameter or less, and the tap is not located between fans and TAB devices.
- h. Duct offsets shall be constructed as shown on drawings. Additional offsets required in the field shall be formed of mitered elbows without turning vanes for offsets up to 30-degree maximum angle in accordance with SMACNA offset Type 2. Offsets of greater than 30-degree angle shall be formed of radius elbows with centerline radius $R/W=1.0$ or greater. SMACNA Type 1 offsets are not permitted.
- i. All lined duct shall utilize dovetail joints where round or conical taps occur. The dovetail joints shall extend past the liner before being folded over.
- j. Cushion heads are acceptable only downstream of TAB devices in ducts up to ± 2 " pressure class, and must be less than 6" in length.
- k. Slide-on flanged transverse joint systems are acceptable provided they are a manufactured product that has been tested for conformance with Chapter 2 of the SMACNA HVAC Duct Construction Standards for sheet and joint deflection at the specified pressure class.
 - 1) Apply sealant to all inside corners. Holes at corners are not acceptable.
 - 2) Manufacturers:
 - a) Ductmate Industries - 25/35/45
 - b) Nexus
 - c) Mez
 - d) WDCI
 - e) Other manufacturers must submit test data and fabrication standards and receive Architect/Engineer's approval before any fabrication begins.

B. Round and Flat Oval Spiral Seam Ductwork - Single Wall:

- 1. Conform to applicable portions of Rectangular Duct Section. Round or flat oval ductwork may be substituted for rectangular ductwork where approved by the Architect/Engineer. The spiral seam ductwork shall meet the standards set forth in this specification. The ductwork shall meet or exceed the specified cross-sectional area and insulation requirements. The substitution shall be coordinated with all other trades prior to installation.
- 2. 90-degree elbows shall be smooth radius or have a minimum of five sections with mitered joints and R/D of at least 1.5.
- 3. Duct and fittings shall meet the required minimum gauges listed in Chapter 3 of the SMACNA requirements for the specified pressure class. Ribbed and lightweight duct are not permitted.
- 4. Divided flow fittings may be made as separate fittings or factory installed taps with sound, airtight, continuous welds at intersection of fitting body and tap.

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5. Spot weld and bond all fitting seams in the pressure shell. Coat galvanizing damaged by welding with corrosion resistant paint to match galvanized duct color.
 6. Ducts with minor axis less than 22" shall be spiral seam type. Larger ducts may be rolled, longitudinal welded seam type. SMACNA seams RL-2 and RL-3 are not permitted.
 7. Reinforce flat oval ducts with external angles. Internal tie rods are permitted only as indicated for rectangular ductwork.
 8. Transverse Joint Connections:
 - a. Crimped joints are not permitted.
 - b. Ducts and fittings 36" in diameter and smaller shall have slip joint connections. Size fitting ends to slip inside mating duct sections with minimum 2-inch insertion length and a stop bead. Use inside slip couplings for duct-to-duct joints, and outside slip couplings for fitting-to-fitting joints.
 - c. Ducts and fittings larger than 36" shall have flanged connections.
 - d. Secure all joints with at least 3 sheet metal screws before sealing.
 - e. Manufacturers, Slide-on Flanges:
 - 1) Ductmate Industries - SpiralMate
 - 2) Accuflange
 - 3) Sheet Metal Connectors are acceptable.
 - f. Manufacturers, Self-Sealing Duct Systems:
 - 1) Lindab
 - 2) Ward "Keating Coupling"
- C. Hangers and Supports General Requirements:
1. Hanger and support materials shall be as defined within Materials and Application Specific section below.
 2. Strap Hangers: Strap hanger shall be a minimum of 1 inch, 18 gauge attached to the bottom of ducts with spacing as required by SMACNA.
 3. Integral Corner Connector Hanger: Integral hanger and corner assembly for use with TDC/TDF style duct flanges. Die stamped offset hanger connects to the flanged corner assembly. For use with aircraft cable or 1/4" or 3/8" diameter threaded rods. Tested to hold up to 1,400 lbs.. Install per manufacturer's ratings and instructions.
 - a. Manufacturers; Supports:
 - 1) EZ Hanger

2.02 MATERIAL AND APPLICATION SPECIFIC

- A. Galvanized Steel:
1. General Requirements:
 - a. Duct and reinforcement materials shall conform to ASTM A653 and A924.
 - b. Interior Ductwork and reinforcements: G60 galvanized (0.60 ounces per square foot total zinc coating for two sides per ASTM A90) unless noted otherwise.
 - c. Exterior Ductwork: G90 galvanized (0.90 ounces per square foot total zinc coating for two sides per ASTM A90) unless noted otherwise. G60 is not acceptable for exterior use.
 - d. Ductwork reinforcement shall be of galvanized steel.
 2. Duct Hangers and Support Material:
 - a. Unless noted elsewhere, all hanger rods, nuts, washers, clevises, etc. shall be of galvanized or painted steel.

2.03 DUCTWORK REINFORCEMENT

- A. All reinforcement shall be external to the duct except that tie rods may be used with the following limitations.
 - 1. Ducts must be over 18" wide.
 - 2. Duct dimensions must be increased 2" in one dimension (h or w) for each row of tie rods installed.
 - 3. Tie rods must not exceed 1/2" diameter.
 - 4. Manufacturer of tie rod system must certify pressure classifications of various arrangements, and this must be in the shop drawings.

2.04 DUCTWORK SEALANTS

- A. One-part joint sealers shall be water-based mastic systems that meet the following requirements: maximum 48-hour cure time, service temperature of -20F to +175F, resistant to mold, mildew and water, flame spread rating below 25 and smoke-developed rating below 50 when tested in accordance with ASTM E84, suitable for all SMACNA seal classes and pressure classes. Mastic used to seal flexible ductwork shall be marked UL 181B-M.
- B. Two-part joint sealers shall consist of a minimum 3" wide mineral-gypsum compound impregnated fiber tape and a liquid sealant. Sealant system shall meet the following requirements: maximum 48-hour cure time, service temperature of 0F to 200F, resistant to mold, mildew, and water, flame spread rating below 25 and smoke developed rating below 50 when tested in accordance with ASTM E84, suitable for all SMACNA seal classes and pressure classes.
- C. Pressure sensitive tape used for sealing ductwork shall be minimum 2.5-inch wide, listed and marked UL 181A-P, having minimum 60 oz/inch peel adhesion to steel, and service temperature range from -20F to +250F.
- D. Where pressure sensitive tape is called for on drawings and specifications for sealing flexible ductwork, tape shall be minimum 2.5-inch wide, UL 181 B-FX listed, and marked tape having minimum 60 oz/inch peel adhesion to steel and service temperature range from -20F to +250F.
 - 1. Manufacturers, Pressure-Sensitive Tape:
 - a. Venture Tape 1581A
 - b. Compac #340
 - c. Scotch Foil Tape 3326
 - d. Polyken 339

2.05 FLEXIBLE DUCT

- A. Flexible duct shall be listed and labeled as UL 181 Class 1 Air Duct Material, and shall comply with NFPA 90A and 90B, and meet GSA, FHA and other U.S. Government agency standards. Flexible duct shall bear the ADC Seal of Certification.
- B. Flame Spread/Smoke Developed: Not over 25/50.
- C. Stretch all flexible duct to prevent sags and reduce air friction. Shorten and reinstall all sagging or loose flexible duct. Avoid sharp elbows. Elbows shall maintain 1.5 diameter centerline turning radius.
- D. Install per the SMACNA Flexible Duct Manual. Secure inner layer with draw band. Wrap with pressure sensitive tape for protection prior to installing draw band. Pressure sensitive tape alone is not acceptable.
- E. Standard:
 - 1. Flexible duct shall have corrosion-resistant wire helix, bonded to an inner liner that prevents air from contacting the insulation, covered with minimum 1-1/2", 3/4 lb/cf density fiberglass insulation blanket, sheathed in a vapor barrier of metalized polyester film laminated to glass mesh. Usage: All areas unless noted otherwise.

2. Usage:
 - a. Connections to air inlets and outlets. Do not exceed 5'-0" in length.
- F. Radius Forming Elbows:
 1. Flexible plastic radius forming elbow for use with flexible ducts to create 90deg elbow. One size for 6" to 16" diameter ducts. UL listed for return plenum spaces.
 2. Usage: All supply air terminals with flexible ductwork connection.
 3. Installation: Attach to flex duct and secure draw bands without crushing flex duct to form smooth radius elbow. Suspend radius forming elbow to structure. Install per manufacturer's instructions.
 4. Acceptable Manufacturers:
 - a. Hart & Cooley - Smartflow
 - b. Thermaflex - Flexflow
 - c. Titus - Flexright

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Provide openings in ducts for thermometers and controllers.
- B. Locate ducts with space around equipment for normal operation and maintenance.
- C. Provide temporary closures of metal or taped polyethylene on open ducts to prevent dust from entering ductwork.
- D. Supply ductwork shall be free of construction debris, and shall comply with Level "B" of the SMACNA Duct Cleanliness for New Construction Guidelines.
- E. Repair all duct insulation and liner tears.
- F. Install manual volume dampers in branch supply ducts so all outlets can be adjusted. Do not install dampers at air terminal device or in outlets, unless specifically shown.
- G. Install flexible duct in accordance with the ADC Flexible Duct Performance and Installation Standards.
- H. Flexible duct shall NOT be joined to flat-oval connections. Provide sheet metal oval-to-round transitions where required, to include, but not limited to, all connections to air inlets, air outlets, and terminal air boxes.
- I. Support all duct systems in accordance with the SMACNA HVAC Duct Construction Standards: Metal and Flexible and the SMACNA Seismic Restraint Manual: Guidelines for Mechanical Systems, where applicable. Refer to Section 230550 for seismic requirements.
- J. Adhesives, sealants, tapes, vapor retarders, films, and other supplementary materials added to ducts, plenums, housing panels, silencers, etc. shall have flame spread/smoke developed ratings of under 25/50 per ASTM E84, NFPA 255, or UL 723.
- K. All duct support shall extend directly to building structure. Do not support ductwork from pipe hangers unless coordinated with piping contractor prior to installation. Do not allow lighting or ceiling supports to be hung from ductwork or ductwork supports.

3.02 DUCTWORK APPLICATION SCHEDULE

- A. Refer to Ductwork Application Schedule below for specific requirements for system, material, shape, pressure class, seal class and insulation application.
- B. Supply Duct from Fan to Terminal Air Boxes - Single Wall:
 1. Shape:
 - a. Rectangular Duct - Single Wall
 - b. Round and Flat Oval Spiral Seam Ductwork - Single Wall
 2. Material: Galvanized Steel

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3. Pressure Class: +3"
 4. Seal Class: A
 5. Insulation:
 - a. ASHRAE 90.1-2022: 1-1/2" thick Type A (R=4.5)
 - b. IECC-2021: 1-1/2" thick Type A (R=4.5)
 6. Additional Requirements: None
- C. Supply Duct from Terminal Air Boxes to Outlets:
1. Shape:
 - a. Rectangular Duct - Single Wall
 - b. Round and Flat Oval Spiral Seam Ductwork - Single Wall
 2. Material: Galvanized Steel
 3. Pressure Class: +2"
 4. Seal Class: A
 5. Insulation:
 - a. ASHRAE 90.1-2022: 1-1/2" thick Type A (R=4.5)
 - b. IECC-2021: 1-1/2" thick Type A (R=4.5)
 6. Additional Requirements: None
- D. Return Duct:
1. Shape:
 - a. Rectangular Duct - Single Wall
 - b. Round and Flat Oval Spiral Seam Ductwork - Single Wall
 2. Material: Galvanized Steel
 3. Pressure Class: -2"
 4. Seal Class: A
 5. Insulation:
 - a. ASHRAE 90.1-2022: None
 - b. IECC-2021: None
 6. Additional Requirements: None
- E. General Exhaust Duct:
1. Shape:
 - a. Rectangular Duct - Single Wall
 - b. Round and Flat Oval Spiral Seam Ductwork - Single Wall
 2. Material: Galvanized Steel
 3. Pressure Class: -1"
 4. Seal Class: A
 5. Insulation: None
 6. Additional Requirements: None
- F. Transfer Ducts:
1. Shape:
 - a. Rectangular Duct - Single Wall
 2. Material: Galvanized Steel

3. Pressure Class: -1/2"
4. Insulation: 1" thick Type C (R=3.6)

3.03 DUCTWORK SEALING

- A. General Requirements:
 1. Openings, such as rotating shafts, shall be sealed with bushings or similar.
 2. Pressure sensitive tape shall not be used as the primary sealant unless it has been certified to comply with UL-181A or UL-181B by an independent testing laboratory and the tape is used in accordance with that certification.
 3. All connections shall be sealed including, but not limited to, taps, other branch connections, access doors, access panels, and duct connections to equipment. Sealing that would void product listings is not required. Spiral lock seams need not be sealed.
 4. Mastic-based duct sealants shall be applied to joints and seams in minimum 3 inch wide by 20 mil thick bands using brush, putty knife, trowel, or spray, unless manufacturer's data sheet specifies other application methods or requirements.
- B. All ducts systems, regardless of pressure class, shall be Seal Class A as defined by Section 5-1 of SMACNA HVAC Air Duct Leakage Test Manual per the Energy Code, unless specifically noted otherwise. Seal Class A shall include sealing of all transverse joints, longitudinal seams, and duct wall penetrations with welds, gaskets, mastics, or fabric-embedded mastic system. Joints are inclusive of, but not limited to, girth joints, branch and sub-branch intersections, duct collar tap-ins, fitting subsections, louver and air terminal connections to ducts, access door and access panel frames and jambs, duct, plenum, and casing abutments to building structures.

3.04 TESTING

- A. Interior Duct - Less than 3" WG (positive or negative):
 1. Leak testing of these pressure classes is not normally required for interior ductwork (inside the building envelope). However, leak tests will be required if, in the opinion of the Architect/Engineer, the leakage appears excessive. All exterior ductwork shall be tested. If duct has outside wrap, testing shall be done before it is applied.
 2. Leak test shall be at the Contractor's expense and shall require capping and sealing all openings.
 3. Seal ducts to bring the air leakage into compliance.
 4. Contractor shall notify the Architect/Engineer five business days prior to pressurizing ductwork for testing.
- B. Interior Duct - 3" WG and Above (positive or negative):
 1. A minimum of 25% of interior ductwork (inside the building envelope) shall be tested. The Owner or designated representative shall select the sections to be tested. If duct has outside wrap, testing shall be done before it is applied.
 2. Leak test shall be at the Contractor's expense and shall require capping and sealing all openings.
 3. Seal ducts to bring the air leakage into compliance.
 4. Contractor shall notify the Architect/Engineer five business days prior to pressurizing ductwork for testing.
- C. Aerosol Sealed and Tested Procedure:
 1. Duct Preparation:
 - a. Inspect air distribution systems for major leakage sites and significant accumulation of debris.
 - b. Remove all debris and significant dust and dirt (greater than 1/8 inch deep) in air distribution system using NADCA approved duct cleaning method.

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- c. Ensure adequate structural support for new and existing ductwork, including structural integrity of all mechanical duct joints and transitions per SMACNA standards.
 - d. Temporarily remove or protect from aerosol particles building controls, fire and smoke sensors as recommended by manufacturer.
 - e. Temporarily disable fire alarms and notify appropriate authorities.
 - f. Temporarily isolate air-moving equipment and block off air inlets and outlets, and other devices and appurtenances as recommended by the manufacturer.
 - g. Protect occupied spaces from aerosol particles using manufacturer procedures.
 - h. All work shall be done in a substantial and workmanlike manner by factory trained technicians.
2. Duct Sealing:
- a. Repair all major leakage sites greater than 1/2 inch across using mastic and fiberglass mesh tape per SMACNA standards.
 - b. Mastic and fiberglass mesh tape shall meet UL 181 standards.
 - c. Seal existing ductwork from the inside using automated aerosolized sealant injection.
 - 1) Manufacturer: Aero seal LLC, 225 Byers Rd., Miamisburg, OH 45342, 937-428-9300, www.aeroseal.com
 - 2) Application must be performed by a manufacturer approved service provider.
 - 3) Sealant shall comply with UL Outline Scope 1381.
 - 4) Sealant must cure with 2 hours with no VOC off-gassing thereafter.
 - 5) Sealant shall remain elastic after curing.
 - 6) Sealant shall be deposited substantially at areas of leakage only.
 - d. Provide pre-sealing, post-sealing and sealing profile reports for all duct sections sealed.
 - e. Repair all injection and test holes in existing ductwork using patching plates sealed tight per SMACNA standards.
 - f. Any injection ports in duct board shall be made and repaired using pumpkin-cuts.
 - g. Any insulation (internal or external) shall be replaced on the patching plate.
3. Duct Testing:
- a. Provide pre-sealing and post-sealing leakage profile reports indicating percentage reduction of leakage for supply, return and exhaust ductwork and shafts.
 - b. Use manufacturer calibrated blower fan box with digital manometer to measure leakage before and after sealing.
 - c. Following completion of air handling unit installations, duct repairs, and duct sealing, test all ductwork to ensure that the air distribution system is properly sealed.
 - 1) The supply ducts shall have air losses of less than 3% of the total air flow volume measured at the fan or air-moving device.
 - 2) The return ducts shall have air losses of less than 3% of the total air flow volume measured at the fan or air-moving device.
 - 3) The exhaust ducts shall have air losses of less than 5% of the total air flow volume measured at the fan or air-moving device.

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- 4) Ducts shall be leak tested at a static pressure that is as close as possible to the system average operating static pressure. Duct test pressure should not exceed the lesser of the duct static pressure construction class, the duct system design static pressure or 2.5 in. w.g.
4. Duct Reassembly and Cleanup:
 - a. Reinstall building controls and smoke detectors.
 - b. Enable fire alarms and notify appropriate authorities.
 - c. Remove blocking, reinstall grills and registers, and enable air handling fans.
 - d. Cleanup sealant residue that may have adhered to surfaces in occupied areas as recommended by the Manufacturer.
 - e. All work shall be done in a substantial and workmanlike manner by factory-trained technicians
5. Warranty:
 - a. The Contractor shall warrant that the aerosol sealant application will be free of defects for a period of 3 years from date of the sealing application. If defects should occur during this period, the Contractor shall repair or replace the defective duct seals, including the direct labor costs for performing the repair or replacement, at no additional cost to the Owner.

3.05 DUCTWORK PENETRATIONS

- A. All duct penetrations of firewalls shall have fire or fire/smoke dampers where required by code.
- B. Dampers shall be compatible with fire rating of wall assembly. Verify actual rating of any wall being penetrated with Architect/Engineer.
- C. Seal all duct penetrations of walls that are not fire rated by caulking or packing with fiberglass. Install trim strip to cover vacant space and raw construction edges of all openings in finished rooms. Install escutcheon ring at all round duct openings in finished rooms. Trim strips and rings shall be same material and finish as exposed duct.

END OF SECTION 233100

SECTION 233300
DUCTWORK ACCESSORIES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Manual Volume Dampers.
- B. Fire Dampers.

1.02 REFERENCES

- A. NFPA 90A - Installation of Air-Conditioning and Ventilating Systems.
- B. SMACNA - HVAC Duct Construction Standards (latest edition).
- C. UL 2043 - Fire Test for Heat and Visible Smoke Release for Discrete Products and Their Accessories Installed in Air-Handling Spaces.
- D. NFPA 80 - Standard for Fire Doors and Other Opening Protectives.

1.03 SUBMITTALS

- A. Submit shop drawings under provisions of Section 230500.
- B. Submit manufacturer's installation instructions.

PART 2 - PRODUCTS

2.01 MANUAL VOLUME DAMPERS

- A. Fabricate in accordance with SMACNA Duct Construction Standards, and as indicated.
- B. Fabricate single blade dampers for duct sizes to 9-1/2 x 30 inches.
- C. Fabricate multi-blade damper of opposed blade pattern with maximum blade sizes 12" x 72". Assemble center and edge crimped blades in prime coated or galvanized channel frame with suitable hardware.
- D. Except in round ductwork 12 inches and smaller, provide end bearings. On multiple blade dampers, provide molded synthetic or oil-impregnated nylon or sintered bronze bearings.
- E. Provide locking quadrant regulators on single and multi-blade dampers.
- F. On insulated ducts, mount quadrant regulators on stand-off mounting brackets, bases, or adapters.
- G. If blades are in open position and extend into the main duct, mount damper so blades are parallel to airflow.

2.02 DYNAMIC CURTAIN BLADE FIRE DAMPERS (FD)

- A. Furnish and install fire dampers in ducts, where shown on the drawings, at the point where they pass through a fire wall or a floor and in all other locations required by the local fire department, The National Fire Protection Association's Pamphlet No. 90A, and all other applicable codes.
- B. Fire dampers shall be UL 555 listed for 1-1/2-hour fire resistance unless noted otherwise, dynamic rated with heated airflow at 2000 fpm and 4" WC, and have all blades stacked out of the airstream (Type B).
- C. Where dampers are in aluminum or stainless steel duct, provide stainless steel dampers.
- D. Fire dampers shall be held open by a fusible link rated at 165F unless otherwise called for on the drawings or by local codes.
- E. Dampers shall be installed in sleeves of sufficient thickness to comply with the UL555 Standard for Safety Fire Dampers listing of the damper. Where UL555 permits sleeve thickness to be the same as that of the duct gauge, such thickness shall not be less than that specified in NFPA 90A for breakaway style sleeves. If a breakaway style duct/sleeve connection is not used, the sleeve shall be a minimum of 16 gauge for dampers up to 36" wide by 24" high and 14 gauge for dampers exceeding 36" wide by 24" high. Damper sleeve shall not extend more than 6" beyond the firewall or partition unless damper is equipped with a factory installed access door.

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Sleeve may extend up to 16" beyond the firewall or partition on sides equipped with the factory installed access door.

- F. Maximum Curtain Damper Size (Multi-section) at less than 2000 fpm:
- G. Vertical Installation: 72"w x 48"h or 48"w x 72"h or 120"w x 24"h.
- H. Horizontal Installation: 36"w x 48"h or 48"w x 36"h.
- I. Maximum Curtain Damper Size at greater than 2000 fpm: Vertical or horizontal - 24"w x 24"h.
- J. Locate access door in the ductwork for visual inspection and on the latch side to replace link easily. Each access door shall have a label with letters at least 1/2" high, reading "FIRE DAMPER".

PART 3 - EXECUTION

3.01 INSTALLATION

- A. General Installation Requirements:
 - 1. Install accessories in accordance with manufacturer's instructions.
 - 2. Provide access doors for all equipment requiring maintenance or adjustment above an inaccessible ceiling. Minimum size shall be 24" x 24".
 - 3. Provide duct test holes where indicated and as required for testing and balancing purposes.
- B. Manual Volume Damper:
 - 1. Provide ceiling access doors for manual volume dampers. When manual volume dampers are located above an inaccessible ceiling and an access door cannot be installed, provide a remote-controlled volume control device for operation of the damper. Coordinate location with the Architect/Engineer.

END OF SECTION 233300

SECTION 233700
AIR INLETS AND OUTLETS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Grilles And Registers.
- B. Architectural Square Panel Diffusers.

1.02 QUALITY ASSURANCE

- A. Test and rate performance of air inlets and outlets per ASHRAE 70.
- B. Test and rate performance of louvers per AMCA 500L-99.
- C. All air handling and distribution equipment mounted outdoors shall be designed to prevent rain intrusion into the airstream when tested at design airflow and with no airflow, using the rain test apparatus described in Section 58 of UL 1995.

1.03 REFERENCES

- A. ANSI/ASHRAE 70 - Method of Testing for Rating the Air Flow Performance of Inlets and Outlets.
- B. ANSI/ASHRAE/IES Standard 90.1 (latest published edition) - Energy Standard for Buildings Except Low-Rise Residential Buildings.
- C. SMACNA - Duct Construction Standards.

1.04 SUBMITTALS

- A. Submit product data under provisions of Section 230500.
- B. Submit schedule of inlets and outlets indicating type, size, location, application, and noise level.
- C. Review requirements of inlets and outlets as to size, finish, and type of mounting prior to submitting product data and schedules of inlets and outlets.
- D. Submit manufacturer's installation instructions.
- E. Where color selection by Architect is necessary, provide physical color chips for color selection directly to the Architect. Electronic color charts are not acceptable.

1.05 REGULATORY REQUIREMENTS

- A. Conform to ANSI/NFPA 90A.
- B. Conform to ASHRAE 90.1.

PART 2 - PRODUCTS

2.01 AIR TERMINALS - GRILLES AND REGISTERS

- A. Reference to a grille means an air supply, exhaust or transfer device without a damper.
- B. Reference to a register means an air supply, exhaust or transfer device with a damper.
- C. The type of unit, margin, material, finish, etc., shall be as shown on the drawing schedule and suitable for the intended use.
- D. All margins shall be compatible with ceiling types specified (including 'Thin-Line' T-bar lay-in grid system). Any discrepancies in contract documents shall be brought to the attention of the Architect/Engineer, in writing, prior to Bid Date. Submission of Bid indicates ceiling and air inlet and outlet types have been coordinated.
- E. The capacity and size of the unit shall be as shown on the drawings.
- F. All units shall handle the indicated cfm as shown on the drawings while not exceeding an NC level of 25, referenced to 10^{-12} watts with a 10 dB room effect. .
- G. Refer to the drawings for construction material, color and finish, margin style, deflection, and sizes of grilles and registers.

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- H. Provide with 3/4" blade spacing. Blades shall have steel friction pivots to allow for blade adjustment, plastic pivots are not acceptable.
- I. Corners of steel grilles and registers shall be welded and ground smooth before painting. Aluminum grilles and registers shall have staked corners.
- J. Where specified to serve registers, provide opposed blade volume dampers operable from the face of the register.
- K. Screw holes for surface fasteners shall be countersunk for a neat appearance. Provide concealed fasteners for installation in lay-in ceilings and as specified on the drawings.
- L. Manufacturers:
 - 1. Tuttle & Bailey
 - 2. Titus
 - 3. Price
 - 4. Nailor
 - 5. Carnes
 - 6. Metalaire
 - 7. Krueger
 - 8. Anemostat
 - 9. Raymon Donco

2.02 AIR TERMINALS - ARCHITECTURAL SQUARE PANEL DIFFUSERS

- A. Reference to a diffuser means an air supply device, ceiling mounted, that shall diffuse air uniformly throughout the conditioned space.
- B. The type of unit, margin, material, finish, etc., shall be as shown on the drawing schedule. Flat-oval inlets are not acceptable for connection to flexible ducts.
- C. All margins shall be compatible with ceiling types specified (including 'Thin-Line' T-bar lay-in grid system). Any discrepancies in contract documents should be brought to the attention of the Architect/Engineer, in writing, prior to Bid Date. Submission of Bid indicates ceiling and air inlet and outlet types have been coordinated.
- D. The capacity and size of the unit shall be as shown on the drawings.
- E. All units shall handle the indicated cfm as shown on the drawings while not exceeding an NC level of 25, referenced to 10^{-12} watts with a 10 dB room effect. .
- F. Diffusers shall be architectural solid square panel and flush with ceiling.
- G. The exposed surface shall be smooth, flat and free of visible fasteners. The face panel shall be 22 gauge steel with a rolled edge or shall be 18 gauge with a smooth ground, uniform edge.
- H. The back pan shall be one piece 22 gauge stamped and shall include an integral inlet. (Welded inlets and corner joints are not acceptable).
- I. Diffusers with a 24x24 back pan shall have a minimum 18x18 face panel size. Diffusers with a 12x12 back pan shall have a minimum 9x9 face panel size.
- J. The face panel shall be mechanically fastened to the back panel with steel components. (Plastic fasteners are not acceptable.)
- K. Manufacturers:
 - 1. Tuttle & Bailey
 - 2. Titus
 - 3. Price
 - 4. Nailor
 - 5. Carnes

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6. Metalaire
7. Krueger
8. Anemostat
9. Raymon Donco

PART 3 - EXECUTION

3.01 INSTALLATION

- A. General Installation Requirements:
 1. Install items in accordance with manufacturers' instructions.
 2. Check location of inlets and outlets and make necessary adjustments in position to conform to architectural features, symmetry, and lighting arrangement.
 3. Install diffusers to ductwork with air-tight connections.
 4. Flexible ducts shall NOT be joined to flat-oval connections. Provide sheet metal oval-to-round transitions where required.
 5. Supply grille and register blades shall be aimed in the field to provide adequate air distribution in the space. All return grilles and registers blades shall be oriented to minimize sight distance beyond installed device.
- B. Volume Damper:
 1. Provide manual volume dampers on duct take-off to diffusers when there are multiple connections to a common duct. Locate volume dampers as far as possible from the air inlet or outlet.
- C. Maintaining Duct Cleanliness:
 1. When grilles, registers, and diffusers are installed, Contractor shall prevent construction dust, dirt, and debris from entering ductwork as required by Section 230500.

END OF SECTION 233700

SECTION 260500
BASIC ELECTRICAL REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Requirements applicable to all Division 26 Sections. Also refer to Division 1 - General Requirements. This section is also applicable to Interior Communications Pathways Section 270528. This section is also applicable to Fire Alarm and Detection Systems Section 283100.
- B. All materials and installation methods shall conform to the applicable standards, guidelines and codes referenced herein and within each specification section.

1.02 REFERENCES

- A. NFPA 70 - National Electrical Code (NEC)

1.03 SCOPE OF WORK

- A. This Specification and the associated drawings govern furnishing, installing, testing and placing into satisfactory operation the Electrical Systems.
- B. The Contractor shall furnish and install all new materials as indicated on the drawings, and/or in these specifications, and all items required to make the portion of the Electrical Work a finished and working system.
- C. All work will be awarded under a single General Contract. The division of work listed below is for the Contractor's convenience and lists normal breakdown of the work.
- D. Description of Systems shall be as follows:
 - 1. Electrical power system to and including luminaires, equipment, motors, devices, etc.
 - 2. Fire alarm system.
 - 3. Security system.
 - 4. Wiring system for temperature control system as shown on the drawings.
 - 5. Removal work and/or relocation and reuse of existing systems and equipment.
 - 6. Technology Systems as described in Division 27/28 and on the T-series documents as described in the Suggested Matrix of Scope Responsibility.
- E. Work Not Included:
 - 1. Telecommunications cabling will be by Division 27, in raceways and conduits furnished and installed as part of the Electrical work.
 - 2. Temperature control wiring for plumbing and HVAC equipment (unless otherwise indicated) will be by other Contractors.

1.04 OWNER FURNISHED PRODUCTS

- A. The Owner will supply manufacturer's installation data for Owner-purchased equipment for this project.
- B. This Contractor shall make all electrical system connections shown on the drawings **or** required for fully functional units.
- C. This Contractor is responsible for all damage to Owner furnished equipment caused during installation.

1.05 WORK SEQUENCE

- A. All work that will produce excessive noise or interference with normal building operations, as determined by the Owner, shall be scheduled with the Owner. It may be necessary to schedule such work during unoccupied hours. The Owner reserves the right to determine when restricted construction hours are required.

1.06 DIVISION OF WORK BETWEEN MECHANICAL, ELECTRICAL, and CONTROL CONTRACTORS

- A. Division of work is the responsibility of the Prime Contractor. Any scope of work described at any location on the contract document shall be sufficient for including said requirement in the project. The Prime Contractor shall be solely responsible for determining the appropriate subcontractor for the described scope. In no case shall the project be assessed an additional cost for scope that is described on the contract documents on bid day. The following division of responsibility is a guideline based on typical industry practice.
- B. Definitions:
1. "Mechanical Contractors" refers to the Contractors listed in Division 21/22/23 of this Specification.
 2. "Technology Contractors" refers to the Contractors furnishing and installing systems listed in Division 27/28 of this Specification.
 3. Motor Power Wiring: The single phase or 3 phase wiring extending from the power source (transformer, panelboard, feeder circuits, etc.) through disconnect switches and motor controllers to and including the connections to the terminals of the motor.
 4. Motor Control Wiring: The wiring associated with the remote operation of the magnetic coils of magnetic motor starters or relays, or the wiring that permits direct cycling of motors by means of devices in series with the motor power wiring. In the latter case, the devices are usually single phase, have "Manual-Off-Auto" provisions, and are usually connected into the motor power wiring through a manual motor starter.
 5. Control devices such as start-stop push buttons, thermostats, pressure switches, flow switches, relays, etc., generally represent the types of equipment associated with motor control wiring.
 6. Motor control wiring is single phase and usually 120 volts. In some instances, the voltage will be the same as the motor power wiring. When the motor power wiring exceeds 120 volts, a control transformer is usually used to give a control voltage of 120 volts.
 7. Temperature Control Wiring: The wiring associated with the operation of a motorized damper, solenoid valve or motorized valve, etc., either modulating or two-position, as opposed to wiring that directly powers or controls a motor used to drive equipment such as fans, pumps, etc. This wiring will be from a 120-volt source and may continue as 120 volt, or be reduced in voltage (24 volt), in which case a control transformer shall be furnished as part of the temperature control wiring.
 8. Control Motor: An electric device used to operate dampers, valves, etc. It may be two-position or modulating. Conventional characteristics of such a motor are 24 volts, 60 cycles, 1 phase, although other voltages may be encountered.
 9. Low Voltage Technology Wiring: The wiring associated with the technology systems, used for analog or digital signals between equipment.
 10. Telecommunications/Technology Rough-in: Relates specifically to the backboxes, necessary plaster rings and other miscellaneous hardware required for the installation or mounting of telecommunications/technology information outlets.
- C. General:
1. The purpose of these Specifications is to outline the Electrical and Mechanical Contractors' responsibilities related to electrical work required for items such as temperature controls, mechanical equipment, fans, chillers, compressors, etc. The exact wiring requirements for much of the equipment cannot be determined until the systems have been selected and submittals approved. Therefore, the electrical drawings show only known wiring related to such items. All wiring not shown on the electrical drawings, but required for mechanical systems, is the responsibility of the Mechanical Contractor.

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2. Where the drawings require the Electrical Contractor to wire between equipment furnished by the Mechanical Contractor, such wiring shall terminate at terminals provided in the equipment. The Mechanical Contractor shall furnish complete wiring diagrams and supervision to the Electrical Contractor and designate the terminal numbers for correct wiring.
 3. The Electrical Contractor shall establish electrical utility elevations prior to fabrication and installation. The Electrical Contractor shall coordinate utility elevations with other trades. When a conflict arises, priority shall be as follows:
 - a. Luminaires.
 - b. Gravity flow piping, including steam and condensate.
 - c. Sheet metal.
 - d. Other piping.
 - e. Conduits and wireway.
- D. Mechanical Contractor's Responsibility:
1. Assumes responsibility for internal wiring of all equipment furnished by the Mechanical Contractor.
 2. Assumes all responsibility for miscellaneous items furnished by the Mechanical Contractor that require wiring but are not shown on the electrical drawings or specified in the Electrical Specification. If items such as relays, flow switches, or interlocks are required to make the mechanical system function correctly or are required by the manufacturer, they are the responsibility of the Mechanical Contractor.
 3. Assumes all responsibility for Temperature Control wiring, if the Temperature Control Contractor is a Subcontractor to the Mechanical Contractor.
 4. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.
- E. Temperature Control Contractor's or Subcontractor's Responsibility:
1. Wiring of all devices needed to make the Temperature Control System functional.
 2. Verifying any control wiring on the electrical drawings as being by the Electrical Contractor. All wiring required for the Control System, but not shown on the electrical drawings, is the responsibility of the Temperature Control Contractor or Subcontractor.
 3. Coordinating equipment locations (such as PE's, EP's, relays, transformers, etc.) with the Electrical Contractor, where wiring of the equipment is by the Electrical Contractor.
- F. Electrical Contractor's Responsibility:
1. Furnishes and installs all combination starters, manual starters and disconnect devices shown on the Electrical Drawings or indicated to be by the Electrical Contractor in the Mechanical Drawings or Specifications.
 2. Installs and wires all remote-control devices furnished by the Mechanical Contractor or Temperature Control Contractor when so noted on the Electrical Drawings.
 3. Furnishes and installs motor control and temperature control wiring, when noted on the drawings.
 4. Furnishes, installs, and connects all relays, etc., for automatic shutdown of certain mechanical equipment (supply fans, exhaust fans, etc.) upon actuation of the Fire Alarm System.
 5. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

G. General (Electrical/Technology):

1. "Electrical Contractor" as referred to herein shall be responsible for scope listed in Division 27/28 of this specification when the "Suggested Matrix of Scope Responsibility" indicated work shall be furnished and installed by the EC. Refer to the Contract Documents for this "Suggested Matrix of Scope Responsibility".
2. The purpose of these Specifications is to outline the Electrical and Technology Contractor's work responsibilities as related to Telecommunications Rough-in, conduit, cable tray, power wiring and Low Voltage Technology Wiring.
3. The exact wiring requirements for much of the equipment cannot be determined until the systems have been purchased and submittals approved. Therefore, only known wiring, conduits, raceways and electrical power related to such items is shown on the Technology drawings. Other wiring, conduits, raceways, junction boxes and electrical power not shown on the Technology Drawings but required for operation of the systems is the responsibility of the Technology Contractor and included in said Contractor's bid.
4. Where the Electrical Contractor is required to install conduit, conduit sleeves and/or power connections in support of Technology systems, the final installation shall not be until a coordination meeting between the Electrical Contractor and the Technology Contractor has convened to determine the exact location and requirements of the installation.
5. Where the Electrical Contractor is required to install cable tray that will contain Low Voltage Technology Wiring, installation shall not begin prior to a coordination review of the cable tray shop drawings by the Technology Contractor.

H. Technology Contractor's Responsibility:

1. Assumes all responsibility for the low voltage technology wiring of all systems, including cable support where open cable is specified.
2. Assumes all responsibility for all required backboxes, conduit and power connections not specifically shown as being furnished and installed by the Electrical Contractor on the "Suggested Matrix of Scope Responsibility".
3. Assumes all responsibility for providing and installing all ladder rack and other cable management hardware (as defined herein).
4. Responsible for providing the Electrical Contractor with the required grounding lugs or other hardware for each piece of technology equipment which is required to be bonded to the telecommunications ground bar.
5. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

1.07 QUALITY ASSURANCE

A. Contractor's Responsibility Prior to Submitting Pricing/Bid Data:

1. The Contractor is responsible for constructing complete and operating systems. The Contractor acknowledges and understands that the Contract Documents are a two-dimensional representation of a three-dimensional object, subject to human interpretation. This representation may include imperfect data, interpreted codes, utility guides, three-dimensional conflicts, and required field coordination items. Such deficiencies can be corrected when identified prior to ordering material and starting installation. The Contractor agrees to carefully study and compare the individual Contract Documents and report at once in writing to the Architect/Engineer any deficiencies the Contractor may discover. The Contractor further agrees to require each subcontractor to likewise study the documents and report at once any deficiencies discovered.

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2. The Contractor shall resolve all reported deficiencies with the Architect/Engineer prior to awarding any subcontracts, ordering material, or starting any work with the Contractor's own employees. Any work performed prior to receipt of instructions from the Architect/Engineer will be done at the Contractor's risk.
- B. Qualifications:
1. Only products of reputable manufacturers as determined by the Architect/Engineer are acceptable.
 2. All Contractors and subcontractors shall employ only workmen who are skilled in their trades. At all times, the number of apprentices at the job site shall be less than or equal to the number of journeymen at the job site.
- C. Compliance with Codes, Laws, Ordinances:
1. Conform to all requirements of the State of Iowa Codes, Laws, Ordinances and other regulations having jurisdiction.
 2. If there is a discrepancy between the codes and regulations and these specifications, the Architect/Engineer shall determine the method or equipment used.
 3. If the Contractor notes, at the time of bidding, that any parts of the drawings or specifications do not comply with the codes or regulations, Contractor shall inform the Architect/Engineer in writing, requesting clarification. If there is insufficient time for this procedure, Contractor shall submit with the proposal a separate price to make the system comply with the codes and regulations.
 4. All changes to the system made after the letting of the contract to comply with codes or the requirements of the Inspector, shall be made by the Contractor without cost to the Owner.
 5. If there is a discrepancy between manufacturer's recommendations and these specifications, the manufacturer's recommendations shall govern.
 6. If there are no local codes having jurisdiction, the current issue of the National Electrical Code shall be followed.
- D. Permits, Fees, Taxes, Inspections:
1. Procure all applicable permits and licenses.
 2. Abide by all laws, regulations, ordinances, and other rules of the State or Political Subdivision where the work is done, or as required by any duly constituted public authority.
 3. Pay all charges for permits or licenses.
 4. Pay all fees and taxes imposed by State, Municipal, and other regulatory bodies.
 5. Pay all charges arising out of required inspections by an authorized body.
 6. Pay all charges arising out of required contract document reviews associated with the project and as initiated by the Owner or authorized agency/consultant.
 7. Where applicable, all fixtures, equipment and materials shall be listed by Underwriter's Laboratories, Inc. or a nationally recognized testing organization.
- E. Examination of Drawings:
1. The drawings for the electrical work are completely diagrammatic, intended to convey the scope of the work and to indicate the general arrangements and locations of equipment, outlets, etc., and the approximate sizes of equipment.
 2. Contractor shall determine the exact locations of equipment and rough-ins, and the exact routing of raceways to best fit the layout of the job. Conduit entry points for electrical equipment including, but not limited to, panelboards, switchboards, switchgear and unit substations, shall be determined by the Contractor unless noted in the contract documents.

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3. Scaling of the drawings will not be sufficient or accurate for determining these locations.
4. Where job conditions require reasonable changes in arrangements and locations, such changes shall be made by the Contractor at no additional cost to the Owner.
5. Because of the scale of the drawings, certain basic items, such as junction boxes, pull boxes, conduit fittings, etc., may not be shown, but where required by other sections of the specifications or required for proper installation of the work, such items shall be furnished and installed.
6. If an item is either shown on the drawings or called for in the specifications, it shall be included in this contract.
7. The Contractor shall determine quantities and quality of material and equipment required from the documents. Where discrepancies arise between drawings, schedules and/or specifications, the greater and better-quality number shall govern.
8. Where used in electrical documents the word "furnish" shall mean supply for use, the word "install" shall mean connect up complete and ready for operation, and the word "provide" shall mean to supply for use and connect up complete and ready for operation.
9. Any item listed as furnished shall also be installed unless otherwise noted.
10. Any item listed as installed shall also be furnished unless otherwise noted.

F. Electronic Media/Files:

1. Construction drawings for this project have been prepared utilizing Revit.
2. Contractors and Subcontractors may request electronic media files of the contract drawings and/or copies of the specifications. Specifications will be provided in PDF format.
3. Upon request for electronic media, the Contractor shall complete and return a signed "Electronic File Transmittal" form provided by IMEG.
4. If the information requested includes floor plans prepared by others, the Contractor will be responsible for obtaining approval from the appropriate Design Professional for use of that part of the document.
5. The electronic contract documents can be used for preparation of shop drawings and as-built drawings only. The information may not be used in whole or in part for any other project.
6. The drawings prepared by IMEG for bidding purposes may not be used directly for ductwork layout drawings or coordination drawings.
7. The use of these CAD documents by the Contractor does not relieve them from their responsibility for coordination of work with other trades and verification of space available for the installation.
8. The information is provided to expedite the project and assist the Contractor with no guarantee by IMEG as to the accuracy or correctness of the information provided. IMEG accepts no responsibility or liability for the Contractor's use of these documents.

G. Field Measurements:

1. Verify all pertinent dimensions at the job site before ordering any conduit, conductors, wireways, bus duct, fittings, etc.

1.08 WEB-BASED PROJECT SOFTWARE

- A. The General Contractor shall provide a web-based project software site for the purpose of hosting and managing project communication and documentation until completion of the warranty phase.
- B. The web-based project software shall include, at a minimum, the following features: construction schedule, submittals, RFIs, ASIs, construction change directives, change orders, drawing management, specification management, payment applications, contract modifications, meeting minutes, construction progress photos.

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- C. Provide web-based project software user licenses for use by the Architect/Engineer. Access will be provided from the start of the project through the completion of the warranty phase.
- D. At project completion, provide digital archive of entire project in format that is readable by common desktop software applications in format acceptable to Architect/Engineer. Provide data in locked format to prevent further changes.

1.09 SUBMITTALS

- A. Submittals shall be required for the following items, and for additional items where required elsewhere in the specifications or on the drawings.

- 1. Submittals list:

Referenced

Specification Section	Submittal Item
26 05 35	Surface Raceways
26 09 33	Lighting Control System
26 27 26	Wiring Devices
26 28 16	Disconnect Switches
26 51 19	LED Lighting
28 31 00	Fire Alarm and Detection Systems

- B. General Submittal Procedures: In addition to the provisions of Division 1, the following are required:

- 1. Transmittal: Each transmittal shall include the following:
 - a. Date
 - b. Project title and number
 - c. Contractor's name and address
 - d. Division of work (e.g., electrical, plumbing, heating, ventilating, etc.)
 - e. Description of items submitted and relevant specification number
 - f. Notations of deviations from the contract documents
 - g. Other pertinent data
- 2. Submittal Cover Sheet: Each submittal shall include a cover sheet containing:
 - a. Date
 - b. Project title and number
 - c. Architect/Engineer
 - d. Contractor and subcontractors' names and addresses
 - e. Supplier and manufacturer's names and addresses
 - f. Division of work (e.g., electrical, plumbing, heating, ventilating, etc.)
 - g. Description of item submitted (using project nomenclature) and relevant specification number
 - h. Notations of deviations from the contract documents
 - i. Other pertinent data
 - j. Provide space for Contractor's review stamps

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3. Composition:
 - a. Submittals shall be submitted using specification sections and the project nomenclature for each item.
 - b. Individual submittal packages shall be prepared for items in each specification section. All items within a single specification section shall be packaged together where possible. An individual submittal may contain items from multiple specifications sections if the items are intimately linked (e.g., pumps and motors).
 - c. All sets shall contain an index of the items enclosed with a general topic description on the cover.
4. Content: Submittals shall include all fabrication, erection, layout, and setting drawings; manufacturers' standard drawings; schedules; descriptive literature, catalogs and brochures; performance and test data; wiring and control diagrams; dimensions; shipping and operating weights; shipping splits; service clearances; and all other drawings and descriptive data of materials of construction as may be required to show that the materials, equipment or systems and the location thereof conform to the requirements of the contract documents.
5. Contractor's Approval Stamp:
 - a. The Contractor shall thoroughly review and approve all shop drawings before submitting them to the Architect/Engineer. The Contractor shall stamp, date and sign each submittal certifying it has been reviewed.
 - b. Unstamped submittals will be rejected.
 - c. The Contractor's review shall include, but not be limited to, verification of the following:
 - 1) Only approved manufacturers are used.
 - 2) Addenda items have been incorporated.
 - 3) Catalog numbers and options match those specified.
 - 4) Performance data matches that specified.
 - 5) Electrical characteristics and loads match those specified.
 - 6) Equipment connection locations, sizes, capacities, etc. have been coordinated with other affected trades.
 - 7) Dimensions and service clearances are suitable for the intended location.
 - 8) Equipment dimensions are coordinated with support steel, housekeeping pads, openings, etc.
 - 9) Constructability issues are resolved (e.g., weights and dimensions are suitable for getting the item into the building and into place, sinks fit into countertops, etc.).
 - d. The Contractor shall review, stamp and approve all subcontractors' submittals as described above.
 - e. The Contractor's approval stamp is required on all submittals. Approval will indicate the Contractor's review of all material and a complete understanding of exactly what is to be furnished. Contractor shall clearly mark all deviations from the contract documents on all submittals. If deviations are not marked by the Contractor, then the item shall be required to meet all drawing and specification requirements.
6. Submittal Identification and Markings:
 - a. The Contractor shall clearly mark each item with the same nomenclature applied on the drawings or in the specifications.
 - b. The Contractor shall clearly indicate the size, finish, material, etc.

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- c. Where more than one model is shown on a manufacturer's sheet, the Contractor shall clearly indicate exactly which item and which data is intended.
 - d. All marks and identifications on the submittals shall be unambiguous.
 - 7. Schedule submittals to expedite the project. Coordinate submission of related items.
 - 8. Identify variations from the contract documents and product or system limitations that may be detrimental to the successful performance of the completed work.
 - 9. Reproduction of contract documents alone is not acceptable for submittals.
 - 10. Incomplete submittals will be rejected without review. Partial submittals will only be reviewed with prior approval from the Architect/Engineer.
 - 11. Submittals not required by the contract documents may be returned without review.
 - 12. The Architect/Engineer's responsibility shall be to review one set of shop drawing submittals for each product. If the first submittal is incomplete or does not comply with the drawings and/or specifications, the Contractor shall be responsible to bear the cost for the Architect/Engineer to recheck and handle the additional shop drawing submittals.
 - 13. Submittals shall be reviewed and approved by the Architect/Engineer before releasing any equipment for manufacture or shipment.
 - 14. Contractor's responsibility for errors, omissions, or deviation from the contract documents in submittals is not relieved by the Architect/Engineer's approval.
 - 15. Schedule shall allow for adequate time to perform orderly and proper review of submittals, including time for consultants and Owner if required, and resubmittals by Contractor if necessary, and to cause no delay in Work or in activities of Owner or other contractors.
 - a. Allow at least two weeks for Architect's/Engineer's review and processing of each submittal, excluding mailing.
 - 16. Architect/Engineer reserves the right to withhold action on a submittal which, in the Architect/Engineer's opinion, requires coordination with other submittals until related submittals are received. The Architect/Engineer will notify the Contractor, in writing, when they exercise this right.
- C. Electronic Submittal Procedures:
- 1. Distribution: Email submittals as attachments to all parties designated by the Architect/Engineer, unless a web-based submittal program is used.
 - 2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
 - 3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
 - 4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. Submittal file name: 26 XX XX.description.YYYYMMDD
 - b. Transmittal file name: 26 XX XX.description.YYYYMMDD
 - 5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.

1.10 CHANGE ORDERS

- A. A detailed material and labor takeoff shall be prepared for each change order, along with labor rates and markup percentages. Change orders shall be broken down by sheet or associated individual line item indicated in the change associated narrative, whichever provides the most detailed breakdown. Change orders with inadequate breakdown will be rejected.
- B. Itemized pricing with unit cost shall be provided from all distributors and associated subcontractors.
- C. Change order work shall not proceed until authorized.

1.11 PRODUCT DELIVERY, STORAGE, HANDLING and MAINTENANCE

- A. Exercise care in transporting and handling to avoid damage to materials. Store materials on the site to prevent damage.
- B. Protect equipment, components, and openings with airtight covers and exercise care at every stage of storage, handling, and installation of equipment to prevent airborne dust and dirt from entering or fouling equipment to include, but not limited to:
 - 1. Lighting luminaires and lighting control systems.
- C. Equipment and components that are visibly damaged or have been subject to environmental conditions prior to building turnover to Owner that could shorten the life of the component (for example, water damage, humidity, dust and debris, excessive hot or cold storage location, etc.) shall be repaired or replaced with new equipment or components without additional cost to the building owner.
- D. Keep all materials clean, dry and free from damaging environments.
- E. Coordinate the installation of heavy and large equipment with the General Contractor and/or Owner. If the Electrical Contractor does not have prior documented experience in rigging and lifting similar equipment, they shall contract with a qualified lifting and rigging service that has similar documented experience. Follow all equipment lifting and support guidelines for handling and moving.
- F. Contractor is responsible for moving equipment into the building and/or site. Contractor shall review site prior to bid for path locations and any required building modifications to allow movement of equipment. Contractor shall coordinate the work with other trades.

1.12 NETWORK / INTERNET CONNECTED EQUIPMENT

- A. These specifications may require certain equipment or systems to have network, Internet and/or remote access capability ("Network Capability"). Any requirement for Network Capability shall be interpreted only as a functional capability and is not to be construed as authority to connect or enable any Network Capability. Network Capability may only be connected or enabled with the express written consent of the Owner.
- B. The following network connected equipment shall be equipped with restricted access protocols:
 - 1. Electrical controls
 - 2. Lighting control system
 - 3. Fire alarm and automatic detection

1.13 WARRANTY

- A. Provide one-year warranty for all fixtures, equipment, materials, and workmanship.
- B. The warranty period for all work in this specification Division shall commence on the date of Substantial Completion or successful system performance whichever occurs later. The warranty may also commence if a whole or partial system or any separate piece of equipment or component is put into use for the benefit of any party other than the installing contractor with prior written authorization of the Owner. In this instance, the warranty period shall commence on the date when such whole system, partial system or separate piece of equipment or component is placed in operation and accepted in writing by the Owner.

- C. Warranty requirements extend to correction, without cost to the Owner, of all work found to be defective or nonconforming to the contract documents. The Contractor shall bear the cost of correcting all damage due to defects or nonconformance with contract documents excluding repairs required as a result of improper maintenance or operation, or of normal wear as determined by the Architect/Engineer.

1.14 INSURANCE

- A. This Contractor shall maintain insurance coverage as set forth in Division 1 of these specifications.

1.15 MATERIAL SUBSTITUTION

- A. Where several manufacturers' names are given, the manufacturer for which a catalog number is given is the basis for job design and establishes the quality.
- B. Equivalent equipment manufactured by the other listed manufacturers may be used. Contractor shall ensure that all items submitted by these other manufacturers meet all requirements of the drawings and specifications and fits in the allocated space. When using other listed manufacturers, the Contractor shall assume responsibility for any and all modifications necessary (including, but not limited to structural supports, electrical connections and rough-in, and regulatory agency approval, etc.) and coordinate such with other contractors. The Architect/Engineer shall make the final determination of whether a product is equivalent.
- C. Any material, article or equipment of other unnamed manufacturers which will adequately perform the services and duties imposed by the design and is of a quality equal to or better than the material, article or equipment identified by the drawings and specifications may be used if approval is secured in writing from the Architect/Engineer via addendum. The Contractor assumes all costs incurred as a result of using the offered material, article or equipment, on the Contractor's part or on the part of other Contractors whose work is affected.
- D. Voluntary add or deduct prices for alternate materials may be listed on the bid form. These items will not be used in determining the low bidder. This Contractor assumes all costs incurred as a result of using the offered material or equipment on the Contractors part or on the part of other Contractors whose work is affected.
- E. All material substitutions requested after the final addendum must be listed as voluntary changes on the bid form.

1.16 PROJECT COMMISSIONING

- A. The Contractor shall work with the Commissioning Agent (CxA) as described in Section 01 91 00 and provide all services as described in the Commissioning Plan.

PART 2 - PRODUCTS

2.01 GENERAL

- A. All items of material having a similar function (e.g., safety switches, panelboards, switchboards, contactors, motor starters, dry type transformers) shall be of the same manufacturer unless specifically stated otherwise on drawings or elsewhere in specifications.

PART 3 - EXECUTION**3.01 JOBSITE SAFETY**

- A. Neither the professional activities of the Architect/Engineer, nor the presence of the Architect/Engineer or the employees and subconsultants at a construction site, shall relieve the Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Architect/Engineer and personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Contractor is solely responsible for jobsite safety. The Architect/Engineer and the Architect/Engineer's consultants shall be indemnified and shall be made additional insureds under the Contractor's general liability insurance policy.

3.02 ARCHITECT/ENGINEER OBSERVATION OF WORK

- A. The contractor shall provide seven (7) calendar days' notice to the Architect/Engineer prior to:
 - 1. Placing fill over underground and underslab utilities.
 - 2. Covering exterior walls, interior partitions and chases.
 - 3. Installing hard or suspended ceilings and soffits.
- B. The Architect/Engineer will review the installation and provide a written report noting deficiencies requiring correction. The contractor's schedule shall account for these reviews and show them as line items in the approved schedule.
- C. Above-Ceiling Final Observation:
 - 1. All work above the ceilings must be complete prior to the Architect/Engineer's review. This includes, but is not limited to:
 - a. All junction boxes are closed and identified in accordance with Section 260553 Electrical Identification.
 - b. Luminaires, including ceiling-mounted exit and emergency lights, are installed and operational.
 - c. Luminaire whips are supported above the ceiling.
 - d. Conduit identification is installed in accordance with Section 260553 Electrical Identification.
 - e. Luminaires are suspended independently of the ceiling system when required by these contract documents.
 - f. All wall penetrations have been sealed.
 - 2. To prevent the Above-Ceiling Final Observation from occurring too early, the Contractor shall review the status of the work and certify, in writing, that the work is ready for the Above-Ceiling Final Observation.
 - 3. It is understood that if the Architect/Engineer finds the ceilings have been installed prior to this review and prior to seven days elapsing, the Architect/Engineer may not recommend further payments to the contractor until full access has been provided.

3.03 PROJECT CLOSEOUT

- A. The following paragraphs supplement the requirements of Division 1.
- B. Final Jobsite Observation:
 - 1. To prevent the Final Jobsite Observation from occurring too early, the Contractor shall review the completion status of the project and certify that the job is ready for the final jobsite observation.

2. Attached to the end of this section is a typical list of items that represent the degree of job completeness expected prior to requesting a review. The Contractor shall sign the attached certification and return it to the Architect/Engineer so that the final observation can be scheduled.
 3. It is understood that if the Architect/Engineer finds the job not ready for the final observation and additional trips and observations are required to bring the project to completion, the cost of the additional time and expenses incurred by the Architect/Engineer will be deducted from the Contractor's final payment.
 4. Contractor shall notify Architect/Engineer 48 hours prior to installation of ceilings or lay-in ceiling tiles.
- C. The following must be submitted before Architect/Engineer recommends final payment:
1. Operation and maintenance manuals with copies of approved shop drawings.
 2. Record documents including marked-up or reproducible drawings and specifications.
 3. A report documenting the instructions given to the Owner's representatives complete with the number of hours spent in the instruction. The report shall bear the signature of an authorized agent of this Contractor and shall be signed by the Owner's representatives.
 4. Provide spare parts, maintenance, and extra materials in quantities specified in individual specification sections. Deliver to project site and place in location as directed and submit receipt to Architect/Engineer.
 5. Inspection and testing report by the fire alarm system manufacturer.
 6. Start-up reports on all equipment requiring a factory installation or start-up.
- D. Circuit Directories:
1. Provide custom typed circuit directory for each branch circuit panelboard. Provide updated custom typed circuit directory for each existing branch circuit panelboard with new or revised circuits per the scope of work. Label shall include equipment name or final approved room name, room number, and load type for each circuit (examples: SUMP SP-1 or ROOM 101 RECEIPT). Revise directory to reflect circuit changes required to balance phase loads. Printed copies of the bid document panel schedules are not acceptable as circuit directories.

3.04 OPERATION AND MAINTENANCE MANUALS

- A. General:
1. Provide an electronic copy of the O&M manuals as described below for Architect/Engineer's review and approval. The electronic copy shall be corrected as required to address the Architect/Engineer's comments. Once corrected, electronic copies and paper copies shall be distributed as directed by the Architect/Engineer.
 2. Approved O&M manuals shall be completed and in the Owner's possession prior to Owner's acceptance and at least 10 days prior to instruction of operating personnel.
- B. Electronic Submittal Procedures:
1. Distribution: Email the O&M manual as attachments to all parties designated by the Architect/Engineer.
 2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
 3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.

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4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. O&M file name: O&M.div26.contractor.YYYYMMDD
 - b. Transmittal file name: O&Mtransmittal.div26.contractor.YYYYMMDD
 5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.
 6. Provide the Owner with an approved copy of the O&M manual on compact discs (CD), digital video discs (DVD), or flash drives with a permanently affixed label, printed with the title "Operation and Maintenance Instructions", title of the project and subject matter of disc/flash drive when multiple disc/flash drives are required.
 7. All text shall be searchable.
 8. Bookmarks shall be used, dividing information first by specification section, then systems, major equipment and finally individual items. All bookmark titles shall include the nomenclature used in the construction documents and shall be an active link to the first page of the section being referenced.
- C. Operation and Maintenance Instructions shall include:
1. Title Page: Include title page with project title, Architect, Engineer, Contractor, all subcontractors, and major equipment suppliers, with addresses, telephone numbers, website addresses, email addresses and point of contacts. Website URLs and email addresses shall be active links in the electronic submittal.
 2. Table of Contents: Include a table of contents describing specification section, systems, major equipment, and individual items.
 3. Copies of all final approved shop drawings and submittals. Include Architect's/Engineer's shop drawing review comments. Insert the individual shop drawing directly after the Operation and Maintenance information for the item(s) in the review form.
 4. Copies of all factory inspections and/or equipment startup reports.
 5. Copies of warranties.
 6. Schematic wiring diagrams of the equipment that have been updated for field conditions. Field wiring shall have label numbers to match drawings.
 7. Dimensional drawings of equipment.
 8. Detailed parts lists with lists of suppliers.
 9. Operating procedures for each system.
 10. Maintenance schedule and procedures. Include a chart listing maintenance requirements and frequency.
 11. Repair procedures for major components.
 12. Replacement parts and service material requirements for each system and the frequency of service required.
 13. Instruction books, cards, and manuals furnished with the equipment.
 14. Include record drawings of the one-line diagrams for each major system. The graphic for each piece of equipment shown on the one-line diagram shall be an active link to its associated Operation & Maintenance data.
 15. Copies of all panel schedules in electronic Microsoft Excel spreadsheet (.xlsx) file. Each panelboard shall be a separate tab in the workbook.

3.05 INSTRUCTING THE OWNER'S REPRESENTATIVE

- A. Adequately instruct the Owner's designated representatives in the maintenance, care, and operation of the complete systems installed under this contract.
- B. Provide verbal and written instructions to the Owner's representatives by FACTORY PERSONNEL in the care, maintenance, and operation of the equipment and systems.
- C. The Owner has the option to make a video recording of all instructions. Coordinate schedule of instructions to facilitate this recording.
- D. The instructions shall include:
 - 1. Maintenance of equipment.
 - 2. Start-up procedures for all major equipment.
- E. Notify the Architect/Engineer of the time and place for the verbal instructions to be given to the Owner's representative so a representative can be present if desired.
- F. Minimum hours of instruction time for each item and/or system shall be as indicated in each individual specification section.
- G. Operating Instructions:
 - 1. Contractor is responsible for all instructions to the Owner's representatives for the electrical and specialized systems.
 - 2. If the Contractor does not have staff that can adequately provide the required instructions, the Contractor shall include in the bid an adequate amount to reimburse the Owner for the Architect/Engineer to perform these services.

3.06 RECORD DOCUMENTS

- A. The following paragraphs supplement Division 1 requirements.
- B. Maintain at the job site a separate and complete set of electrical drawings and specifications with all changes made to the systems clearly and permanently marked in complete detail.
- C. Mark drawings and specifications to indicate approved substitutions; Change Orders, and actual equipment and materials used. All Change Orders, RFI responses, Clarifications and other supplemental instructions shall be marked on the documents. Record documents that merely reference the existence of the above items are not acceptable. Should this Contractor fail to complete Record Documents as required by this contract, this Contractor shall reimburse Architect/Engineer for all costs to develop record documents that comply with this requirement. Reimbursement shall be made at the Architect/Engineer's hourly rates in effect at the time of work.
- D. Record changes daily and keep the marked drawings available for the Architect/Engineer's examination at any normal work time.
- E. Upon completing the job, and before final payment is made, give the marked-up drawings to the Architect/Engineer.
- F. Record actual routing of conduits exceeding 2 inches.

3.07 PAINTING

- A. Paint all equipment that is marred or damaged prior to the Owner's acceptance. Paint and color shall match original equipment paint and shall be obtained from the equipment supplier if available. All equipment shall have a finished coat of paint applied unless specifically allowed to be provided with a prime coat only.
- B. Equipment in finished areas that will be painted to match the room decor will be painted by others. Should this Contractor install equipment in a finished area after the area has been painted, the Contractor shall have the equipment and all its supports, hangers, etc., painted to match the room decor. Painting shall be performed as described in project specifications.

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- C. Equipment cabinets, casings, covers, metal jackets, etc., located in equipment rooms or concealed spaces, shall be furnished in standard finish, free from scratches, abrasions, chippings, etc.
- D. Equipment in occupied spaces, or if standard to the unit, shall have a baked primer with baked enamel finish coat free from scratches, abrasions, chipping, etc. If color option is specified or is standard to the unit, verify with the Architect the color preference before ordering.
- E. Paint all equipment in unfinished areas such as boiler room, mechanical spaces, and storage rooms. Equipment furnished with a suitable factory finish need not be painted; provided the factory applied finish is not marred or spattered. If so, equipment shall be refinished with the same paint as was factory applied.
- F. All electrical conduit and equipment, fittings, hangers, structural supports, etc., in unfinished areas, such as equipment and storage room area, shall be painted two (2) coats of oil paint of colors selected by the Architect.
- G. Do NOT paint electric conduits in crawl spaces, tunnels, or spaces above suspended ceilings except that where conduit is in a damp location give exposed threads at joints two coats of sealer after joint is made up.
- H. After surfaces have been thoroughly cleaned and are free of oil, dirt or other foreign matter, paint all raceway and equipment with the following:
 - 1. Bare Metal Surfaces - Apply one coat of metal primer suitable for the metal being painted. Finish with two coats of Alkyd base enamel paint.
 - 2. Plastic Surfaces - Paint plastic surfaces with two coats of semi-gloss acrylic latex paint.

3.08 ADJUST AND CLEAN

- A. Thoroughly clean all equipment and systems prior to the Owner's final acceptance of the project.
- B. Clean all foreign paint, grease, oil, dirt, labels, stickers, etc. from all equipment.
- C. Remove all rubbish, debris, etc., accumulated during construction from the premises.

3.09 SPECIAL REQUIREMENTS

- A. Coordinate the installation of all equipment, controls, devices, etc., with other trades to maintain clear access area for servicing.
- B. Install all equipment to maximize access to parts needing service or maintenance. Review the final location, placement, and orientation of equipment with the Owner's representative prior to setting equipment.
- C. Installation of equipment or devices without regard to coordination of access requirements and confirmation with the Owner's representative will result in removal and reinstallation of the equipment at the Contractor's expense.
- D. Raceway and Cable Routing Restrictions: Raceways and cable are restricted from being routed in the following locations, unless serving the space or permitted by the authority having jurisdiction.
 - 1. Other areas restricted by code.
 - 2. Technology, data, server rooms.

3.10 SYSTEM STARTING AND ADJUSTING

- A. The electrical systems shall be complete and operating. System startup, testing, adjusting, and balancing to obtain satisfactory system performance is the responsibility of the Contractor. This includes all calibration and adjustment of electrical controls, balancing of loads, troubleshooting and verification of software, and final adjustments that may be needed.
- B. Complete all manufacturer-recommended startup procedures and checklists to verify proper equipment operation and does not pose a danger to personnel or property.

- C. All operating conditions and control sequences shall be tested during the start-up period. Testing all interlocks, safety shut-downs, controls and alarms.
- D. The Contractor, subcontractors, and equipment suppliers shall have skilled technicians to ensure that all systems perform properly. If the Architect/Engineer is requested to visit the job site for troubleshooting, assisting in start-up, obtaining satisfactory equipment operation, resolving installation and/or workmanship problems, equipment substitution issues or unsatisfactory system performance, including call backs during the warranty period, through no fault of the design; the Contractor shall reimburse the Owner on a time and materials basis for services rendered at the Architect/Engineer's standard hourly rates in effect when the services are requested. The Contractor shall pay the Owner for services required that are product, installation or workmanship related. Payment is due within 30 days after services are rendered.

3.11 FIELD QUALITY CONTROL

- A. General:
 - 1. Conduct all tests required during and after construction. Submit test results in NETA format, or equivalent form, that shows the test equipment used, calibration date, tester's name, ambient test conditions, humidity, conductor length, and results corrected to 40°C.
 - 2. Supply necessary instruments, meters, etc., for the tests. Supply competent technicians with training in the proper testing techniques.
 - 3. All cables and wires shall be tested for shorts and grounds following installation and connection to devices. Replace shorted or grounded wires and cables.
 - 4. Any wiring device, electrical apparatus or luminaire, if grounded or shorted on any integral "live" part, shall have all defective parts or materials replaced.
 - 5. Test cable insulation of service and panel feeder conductors for proper insulation values. Tests shall include the cable, all splices, and all terminations. Each conductor shall be tested and shall test free of short circuits and grounds and have an insulation value not less than Electrical Code Standards. Take readings between conductors, and between conductors and ground.
 - 6. If the results obtained in the tests are not satisfactory, make adjustments, replacements, and changes as needed. Then repeat the tests, and make additional tests, as the Architect/Engineer or authority having jurisdiction deems necessary.
- B. Ground-Fault Equipment Performance Testing:
 - 1. Test: Perform ground-fault performance testing when system is installed. The test process shall use primary current injection per manufacturer instruction and procedures. Perform test for the following:
 - a. Code required.
 - 2. Report: Provide copy of test result report with Operation and Maintenance manuals. Provide report to Authority Having Jurisdiction when requested.
- C. Other Equipment:
 - 1. Give other equipment furnished and installed by the Contractor all standard tests normally made to assure that the equipment is electrically sound, all connections properly made, phase rotation correct, fuses and thermal elements suitable for protection against overloads, voltage complies with equipment nameplate rating, and full load amperes are within equipment rating.
- D. If any test results are not satisfactory, make adjustments, replacements and changes as needed and repeat the tests and make additional tests as the Architect/Engineer or authority having jurisdiction deem necessary.
- E. Contractor shall thermographic study all electrical gear, switchboard, panelboards, etc. at the end of construction to identify any unusual conditions/heating within the equipment. Coordinate with Owner/Architect/Engineer to have an Owner/Architect/Engineer representative present during testing.

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- F. Report shall include color printouts, in binder, of pictures taken to use as a baseline reading after building is occupied.
- G. Upon completion of the project, the Contractor shall provide amperage readings for all panelboards and switchboards and turn the results over to the Owner for "benchmark" amperages.

READINESS CERTIFICATION PRIOR TO FINAL JOBSITE OBSERVATION

To prevent the final job observation from occurring too early, we require that the Contractor review the completion status of the project and, by copy of this document, certify that the job is indeed ready for the final job observation. The following is a typical list of items that represent the degree of job completeness expected prior to requesting a final job observation.

1. Electrical panels have typed circuit identification.
2. Operation and Maintenance manuals have been submitted as per Section 260500.
3. Bound copies of approved shop drawings have been submitted as per Section 260500.
4. Report of instruction of Owner's representative has been submitted as per Section 260500.
5. Fire alarm inspection and testing report has been submitted as per Sections 26 05 00 and 28 31 00.
6. Start-up reports from factory representative have been submitted as per Section 260500.

Accepted by:

Prime Contractor _____

By _____ Date _____

Upon Contractor certification that the project is complete and ready for a final job observation, we require the Contractor to sign this agreement and return it to the Architect/Engineer so that the final observation can be scheduled.

It is understood that if the Architect/Engineer finds the job not ready for the final observation and that additional trips and observations are required to bring the project to completion, the costs incurred by the Architect/Engineer for additional time and expenses will be deducted from the Contractor's contract retainage prior to final payment at the completion of the job.

END OF SECTION 260500

SECTION 260505
ELECTRICAL DEMOLITION FOR REMODELING

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Electrical demolition

PART 2 - PRODUCTS

2.01 MATERIALS AND EQUIPMENT

- A. Materials and equipment for patching and extending work shall be as specified in individual Sections.

PART 3 - EXECUTION

3.01 EXAMINATION

- A. THE DRAWINGS ARE INTENDED TO INDICATE THE SCOPE OF WORK REQUIRED AND DO NOT INDICATE EVERY BOX, CONDUIT, OR WIRE THAT MUST BE REMOVED. THE CONTRACTOR SHALL VISIT THE SITE PRIOR TO SUBMITTING A BID AND VERIFY EXISTING CONDITIONS.
- B. Where walls, ceilings, structures, etc., are indicated as being removed on general or electrical drawings, the Contractor shall be responsible for the removal of all electrical equipment, devices, fixtures, raceways, wiring, systems, etc., from the removed area.
- C. Where ceilings, walls, structures, etc., are temporarily removed and replaced by others, this Contractor shall be responsible for the removal, storage, and replacement of equipment, devices, fixtures, raceways, wiring, systems, etc.
- D. Where mechanical or technology equipment is indicated as being removed on electrical, mechanical, or technology drawings, the Contractor shall be responsible for disconnecting the equipment and removing all starters, VFD, controllers, electrical equipment, raceways, wiring, etc. associated with the device.
- E. Verify that abandoned wiring and equipment serve only abandoned equipment or facilities. Extend conduit and wire to facilities and equipment that will remain in operation following demolition. Extension of conduit and wire to equipment shall be compatible with the surrounding area. Extended conduit and conductors to match existing size and material.
- F. Coordinate scope of work with all other Contractors and the Owner at the project site. Schedule removal of equipment and electrical service to avoid conflicts.
- G. Bid submittal shall mean the Contractor has visited the project site and has verified existing conditions and scope of work.

3.02 PREPARATION

- A. The Contractor shall obtain approval from the Owner before turning off power to circuits, feeders, panels, etc. Coordinate all outages with Owner.
- B. Provide temporary wiring and connections to maintain existing systems in service during construction. When work must be performed on energized equipment or circuits, use personnel experienced in such operations. Assume all equipment and systems must remain operational unless specifically noted otherwise on drawings.
- C. Disconnect electrical systems in walls, floors, structures, and ceilings scheduled for removal.

3.03 DEMOLITION AND EXTENSION OF EXISTING ELECTRICAL WORK

- A. Demolish and extend existing electrical work under provisions of Division 1 of Specifications and this Section.
- B. Remove, relocate, and extend existing installations to accommodate new construction.

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- C. Remove abandoned wiring and raceway to source of supply. Existing conduit in good condition may be reused in place by including an equipment ground conductor in reused conduit. Reused conduit and boxes shall have supports revised to meet current codes. Relocating conduit shall not be allowed.
- D. Remove exposed abandoned raceway, including abandoned raceway above accessible ceiling finishes. Cut raceway flush with walls and floors and patch surfaces. Remove all associated clamps, hangers, supports, etc. associated with raceway removal.
- E. Disconnect and remove outlets and devices that are to be demolished. Remove conduit, supports and conductors back to source. Devices' back box and conduit mounted in walls that are to remain can be abandoned in place. Provide appropriate cover plate for all abandoned back boxes. Cover plates shall match existing plates used in the adjacent areas.
- F. Disconnect and remove electrical devices and equipment serving utilization equipment that has been removed.
- G. Disconnect and remove abandoned luminaires. Remove brackets, stems, hangers, and other accessories. Ballasts in light fixtures installed prior to 1980 shall be incinerated in EPA approved incinerator or disposed of in EPA certified containers and deposited in an EPA landfill certified for PCB disposal or recycled by permitted ballast recycler. Punctured or leaking ballasts must be disposed of according to Federal Regulations under the Toxic Substance Control Act. Provide Owner and Architect/Engineer with a Certificate of Destruction to verify proper disposal.
- H. Repair adjacent construction and finishes damaged during demolition and extension work. Patch openings to match existing surrounding finishes.
- I. Maintain access to existing electrical installations that remain active. Modify installation or provide junction boxes and access panel as appropriate.
- J. Extend existing installations using materials and methods compatible with existing electrical installations, or as specified. Extended conduit and conductors to match existing size and material.
- K. HID and fluorescent lamps, determined by the Toxicity Characteristic Leachate procedure (TCLP), to be hazardous waste shall be disposed of in an EPA-permitted hazardous waste disposal facility or by a permitted lamp recycler.
- L. Regulatory Requirements: Comply with governing EPA notification regulations before beginning demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- M. Floor slabs may contain conduit systems. This Contractor is responsible for taking any measures required to ensure no conduits or other services are damaged. This includes X-ray or similar non-destructive means. Where conduit is in concrete slab, cut conduit flush with floor, pull out conductors, and plug conduit ends.
- N. This Contractor is responsible for all costs incurred in repair, relocations, or replacement of any cables, conduits, or other services if damaged without proper investigation.

3.04 CLEANING AND REPAIR

- A. Clean and repair existing materials and equipment that remain or are to be reused.
- B. Panelboards: Clean exposed surfaces and check tightness of electrical connections. Replace damaged circuit breakers and provide closure plates for vacant positions. Provide typed circuit directory showing revised circuiting arrangement.
- C. ELECTRICAL ITEMS (E.G., LIGHTING FIXTURES, RECEPTACLES, SWITCHES, CONDUIT, WIRE, ETC.) REMOVED AND NOT RELOCATED REMAIN THE PROPERTY OF THE OWNER. CONTRACTOR SHALL PLACE ITEMS RETAINED BY THE OWNER IN A LOCATION COORDINATED WITH THE OWNER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE DISPOSAL OF MATERIAL THE OWNER DOES NOT WANT.

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3.05 INSTALLATION

- A. Install relocated materials and equipment under the provisions of Division 1 of Specifications.

END OF SECTION 260505

**SECTION 260513
WIRE AND CABLE****PART 1 - GENERAL****1.01 SECTION INCLUDES**

- A. Building Wire - Copper
- B. Cabling for remote control, signal, and power limited circuits

1.02 RELATED WORK

- A. Section 260553 - Electrical Identification: Refer to electrical identification for color and identification labeling requirements.

1.03 REFERENCES

- A. NFPA 70 - National Electrical Code (NEC)
- B. UL 1581 - Standard for Electrical Wires, Cables, and Flexible Cords
- C. UL 2196 - Fire Resistive, Fire Resistant and Circuit Integrity Cables

PART 2 - PRODUCTS**2.01 BUILDING WIRE - COPPER**

- A. The basis of design is copper conductor.
- B. Feeders and Branch Circuits 8 AWG and larger: Copper, stranded conductor, 600-volt insulation, THHN/THWN or XHHW-2.
- C. Feeders and Branch Circuits 10 AWG and Smaller: Copper, solid or stranded conductor, 600-volt insulation, THHN/THWN, unless otherwise noted on the drawings.
- D. Control Circuits: Copper, stranded conductor 600-volt insulation, THHN/THWN.
- E. Each 120-volt branch circuit shall have a dedicated neutral conductor. Neutral conductors shall be considered current-carrying conductors for wire derating.

2.02 CABLING FOR REMOTE CONTROL, SIGNAL, AND POWER LIMITED CIRCUITS

- A. Wire for the following specialized systems shall be as designated on the drawings, or elsewhere in these specifications. If not designated on the drawings or specifications, the system manufacturer's recommendations shall be followed.
 - 1. Fire alarm
 - 2. Low voltage switching and lighting control
 - 3. Other specialized cabling, signal, and power limited cabling. Refer to the appropriate Division 23, 27, or 28 requirements; including, but not limited, to the following:
 - a. Information Technology Backbone and Horizontal Cabling, Division 27.
 - b. Electronic Access Control, Intrusion Detection Systems, Video Surveillance, Division 28.
- B. Control Cable for Class 1 Remote Control and Signal Circuits: Copper conductor, 600-volt insulation, rated 60C, individual conductors twisted together, shielded, and covered with a PVC jacket.

PART 3 - EXECUTION**3.01 WIRE AND CABLE INSTALLATION SCHEDULE**

- A. Above Accessible Ceilings:
 - 1. Building wire shall be installed in raceway.
 - 2. Metal clad cable, Type MC, 1/2" size with minimum #12 conductors and ground, shall be allowed for flexible whips to individual luminaires on non-essential circuits. The flexible whips shall be between 18" to 72" in length per Electrical Code.

- B. All Other Locations: Building wire in raceway.
- C. Above Grade: All conductors installed above grade shall be type "THHN".
- D. Low Voltage Cable (less than 100 volts): Low voltage cables in ducts, plenums, and other air handling spaces shall be plenum listed. Low voltage cables in non-accessible areas shall be installed in conduit. Low voltage cable may be installed without conduit in accessible areas using the following types of cable supports. Cable support types/systems shall comply with the warranty requirements of the low voltage cable manufacturer.
 - 1. J-hooks
 - 2. Bridle rings with saddle supports

3.02 CONTRACTOR CHANGES

- A. The basis of design is copper conductors installed in raceway based on ambient temperature of 30C, NEC Table 310.16 (2011 - 2017 edition 310.15(B)(16)). The Contractor shall be responsible for derating and sizing conductors and conduits to equal or exceed the ampacity of the basis of design circuits, if other than the basis of design.
- B. Conductor length(s) listed on plans and schedules. The drawings are diagrammatic with intent to convey the components of the electrical distribution system. Conductor length(s) when listed on plans and schedules are for engineering calculation purposes. Conductor length(s) shall NOT be used for bidding purposes.
- C. Record drawing shall include the calculations and sketches.

3.03 GENERAL WIRING METHODS

- A. Use no wire smaller than 12 AWG for power and lighting circuits, and no smaller than 14 AWG for control wiring 100 volts or greater.
- B. Low voltage control wiring, use no wire smaller than 18 AWG for low voltage control wiring below 100 volts.
- C. Use 10 AWG conductor for 20 ampere, 120-volt branch circuit home runs longer than 75 feet.
- D. The ampacity of multiple conductors in one conduit shall be derated per the Electrical Code. In no case shall more than 4 conductors be installed in one conduit to such loads as motors larger than 1/4 HP, panelboards, motor control centers, etc.
- E. Where installing parallel feeders, place an equal number of conductors for each phase of a circuit in same raceway or cable.
- F. Splice only in junction or outlet boxes.
- G. Neatly train and lace wiring inside boxes, equipment, and panelboards.
- H. Make conductor lengths for parallel circuits equal.
- I. All conductors shall be continuous in conduit from last outlet to their termination.
- J. Terminate all spare conductors on terminal blocks and label the spare conductors.
- K. Cables or wires shall not be laid out on the ground before pulling.
- L. Cables or wires shall not be dragged over earth or paving.
- M. Care shall be taken so as not to subject the cable or wire to high mechanical stresses that would cause damage to the wire and cable.
- N. At least six (6)-inch loops or ends shall be left at each outlet for installation connection of luminaires or other devices.
- O. All wires in outlet boxes not connected to fixtures or other devices shall be rolled up, spliced if continuity of circuit is required, and insulated.

3.04 WIRING INSTALLATION IN RACEWAYS

- A. Pull all conductors into a raceway at the same time. Use UL listed wire pulling lubricant for pulling 4 AWG and larger wires.

- B. Install wire in raceway after interior of building has been physically protected from the weather and all mechanical work likely to injure conductors has been completed.
- C. Pulling shall be continuous without unnecessary stops and starts with wire or cable only partially through raceway.
- D. Where reels of cable or wire are used, they shall be set up on jacks close to the point where the wire or cable enters the conduit or duct so that the cable or wire may be unreeling and run into the conduit or duct with a minimum of change in the direction of the bend.
- E. Conductors shall not be pulled through conduits until plastering or masonry work is completed and conduits are free from moisture. Care shall be taken so that long pulls of wire or pulls around several bends are not made where the wire may be permanently stretched and the insulation damaged.
- F. Only nylon rope shall be permitted to pull cables into conduit and ducts.
- G. Completely and thoroughly swab raceway system before installing conductors.

3.05 CABLE INSTALLATION

- A. Provide protection for exposed cables where subject to damage.
- B. Cable fittings, connectors, and supports shall be listed.
- C. Run all open cable parallel or perpendicular to walls, ceilings, and exposed structural members. Follow the routing as illustrated on the drawings as closely as possible. Cable routing on drawings scaled 1/4"=1'-0" or less shall be considered diagrammatical, unless noted otherwise. The correct routing, when shown diagrammatically, shall be chosen by the Contractor based on information in the contract documents; in accordance with the manufacturer's written instructions, applicable codes, the NECA's "Standard of Installation", recognized industry standards; and coordinated with other contractors.
- D. Open cable shall be supported by the appropriate size J-hooks or other means if called for on the drawings. Wire and cable from different systems shall not be installed in the same J-hook. J-hooks shall be sized with 20% spare capacity. J-hooks shall provide proper bend radius support for data cable and fiber cables.
- E. Open cable installed above suspended ceilings shall not rest on the suspended ceiling construction, nor utilize the ceiling support system for wire and cable support.
- F. J-hook support spans shall be based on the smaller of the manufacturer's load ratings and code requirements. In no case shall horizontal spans exceed 5 feet and vertical spans exceed 4 feet. All J-hooks shall be installed where completely accessible and not blocked by piping, ductwork, inaccessible ceilings, etc. J-hooks shall be independently rigidly attached to a structural element. J-hooks shall be installed to provide 2" horizontal separation and 6" vertical separation between systems.

3.06 WIRING CONNECTIONS AND TERMINATIONS

- A. Splice and tap only in accessible junction boxes.
- B. Use solderless, tin-plated copper, compression terminals (lugs) applied with circumferential crimp for conductor terminations, 8 AWG and larger.
- C. Use solderless, tin-plated, compression terminals (lugs) applied with indenter crimp for copper conductor terminations, 10 AWG and smaller.
- D. Use solderless pressure connectors with insulating covers for copper wire splices and taps, 8 AWG and smaller. For 10 AWG and smaller, use insulated spring wire connectors with plastic caps.
- E. Thoroughly clean wires before installing lugs and connectors.
- F. Make splices, taps and terminations to carry full ampacity of conductors without perceptible temperature rise.

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- G. Phase Sequence: All apparatus shall be connected to operate in the phase sequence A-B-C representing the time sequence in which the phase conductors so identified reach positive maximum voltage.
- H. As a general rule, applicable to switches, circuit breakers, starters, panelboards, switchgear and the like, the connections to phase conductors are intended thus:
 - 1. Facing the front and operating side of the equipment, the phase identification shall be:
 - a. Left to Right - A-B-C
 - b. Top to Bottom - A-B-C
- I. Connection revisions as required to achieve correct rotation of motors shall be made at the load terminals of the starters or disconnect switches.

3.07 FIELD QUALITY CONTROL

- A. Field inspection and testing will be performed under provisions of Division 1.
- B. Inspect wire and cable for physical damage and proper connection.
- C. Torque test conductor connections and terminations to manufacturer's recommended values.
- D. Perform continuity test on all power and equipment branch circuit conductors. Verify proper phasing connections.
- E. Protection of wire and cable from foreign materials:
 - 1. It is the Contractor's responsibility to provide adequate physical protection to prevent foreign material application or contact with any wire or cable type. Foreign material is defined as any material that would negatively impact the validity of the manufacturer's performance warranty. This includes, but is not limited to, overspray of paint (accidental or otherwise), drywall compound, or any other surface chemical, liquid, or compound that could come in contact with the cable, cable jacket, or cable termination components.
- F. Overspray of paint on any wire or cable will not be accepted. It shall be the Contractor's responsibility to replace any component containing overspray, in its entirety, at no additional cost to the project. Cleaning of the cables with harsh chemicals is not allowed.

END OF SECTION 260513

SECTION 260526
GROUNDING AND BONDING

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Equipment grounding system
- B. Bonding system

1.02 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in Electrical Code, Article 100, by a testing agency acceptable to authorities having jurisdiction, and marked for intended use.
- B. Comply with UL 467 Grounding and Bonding Equipment.

1.03 REFERENCES

- A. NFPA 70 - National Electrical Code (NEC)

1.04 SUMMARY

- A. This section includes grounding of electrical systems and equipment. Grounding requirements specified in this Section may be supplemented by special requirements of systems described in other Sections.

PART 2 - PRODUCTS**2.01 GROUNDING CONDUCTORS**

- A. For insulated conductors, comply with Division 26 Section 260513 "Wire and Cable".
- B. Material: Copper.
- C. Equipment Grounding Conductors: Insulated. Refer to Section 260553 for insulation color.
- D. Copper Bonding Conductors: As follows:
 - 1. Bonding Cable: 28 kcmil, 14 strands of No. 17 AWG copper conductor, 1/4 inch in diameter.
 - 2. Bonding Conductor: No. 4 or No. 6 AWG, stranded copper conductor.

2.02 CONNECTOR PRODUCTS

- A. Comply with UL 467; listed for use for specific types, sizes, and combinations of conductors and connected items.
- B. Connectors: Exothermic-welded type, in kit form, and selected per manufacturer's written instructions.
- C. Bolted Connectors: Bolted-pressure-type connectors.

PART 3 - EXECUTION**3.01 CONNECTIONS**

- A. General: Make connections so galvanic action or electrolysis possibility is minimized. Select connectors, connection hardware, conductors, and connection methods so metals in direct contact will be galvanically compatible.
 - 1. Use electroplated or hot-tin-coated materials to ensure high conductivity and to make contact points closer to order of galvanic series.
 - 2. Make connections with clean, bare metal at points of contact.
 - 3. Coat and seal connections having dissimilar metals with inert material to prevent future penetration of moisture to contact surfaces.
- B. Exothermic-Welded Connections: Comply with manufacturer's written instructions. Welds that are puffed up or that show convex surfaces indicating improper cleaning are not acceptable.

- C. Equipment Grounding Conductor Terminations: For No. 8 AWG and larger, use pressure-type grounding lugs. No. 10 AWG and smaller grounding conductors may be terminated with winged pressure-type connectors.
- D. Structural Steel Connection: Exothermic-welded connections to structural steel. Coordinate with structure to provide physical protection.
- E. Connections at back boxes, junction boxes, pull boxes, and equipment terminations: The equipment grounding conductor(s) associated with all circuits in the box shall be connected together and to the box using a suitable grounding screw. The removal of the respective receptacle, luminaire, or other device served by the box shall not interrupt the grounding continuity.
- F. Tighten screws and bolts for grounding and bonding connectors and terminals according to manufacturer's published torque-tightening values. If manufacturer's torque values are not indicated, use those specified in UL 486A.
- G. Moisture Protection: If insulated grounding conductors are connected to ground rods or grounding buses, insulate entire area of connection and seal against moisture penetration of insulation and cable.

3.02 INSTALLATION

- A. Use only copper conductors for both insulated and bare grounding conductors in direct contact with earth, concrete, masonry, crushed stone, and similar materials.
- B. Grounding Conductors: Route along shortest and straightest paths possible, unless otherwise indicated. Avoid obstructing access or placing conductors where they may be subjected to strain, impact, or damage. Each grounding conductor that passes through a below grade wall must be provided with a waterstop.
- C. In raceways, use insulated equipment grounding conductors.

3.03 EQUIPMENT GROUNDING SYSTEM

- A. Comply with Electrical Code, for types, sizes, and quantities of equipment grounding conductors, unless specific types, larger sizes, or more conductors than required by Electrical Code are indicated.
- B. Install equipment grounding conductors in all feeders and circuits. Terminate each end on a grounding lug or bus.
- C. Install insulated equipment grounding conductor with circuit conductors for the following items, in addition to those required by Electrical Code:
 1. Lighting and receptacle circuits. Terminate each end on a grounding lug or bus.
 2. Single-phase and three-phase motor and appliance branch circuits.
 3. Flexible raceway runs, including FMC and LFMC.

3.04 BONDING SYSTEM

- A. Equipment Circuits: Install a bonding conductor to duct-mounted electrical devices operating at 120 V and more, including air cleaners, dampers, and heaters. Bond conductor to each unit and to air duct. Bond interior metal piping systems and metal air ducts to equipment grounding conductors of associated pumps, fans, blowers, electric heaters, and air cleaners. Use braided-type bonding straps or copper conductor sized equal to the equipment grounding conductor.
- B. Signal and Communication Systems: For telephone, alarm, voice and data, and other communication systems, provide No. 6 AWG minimum insulated bonding conductor in raceway from grounding electrode system to each service location, terminal cabinet, wiring closet, and central equipment location. Leave 10 feet of slack conductor at terminal board.

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- C. Equipment Ground Conductor Continuity: All spliced equipment grounding conductors in junction boxes, cabinets, and distribution equipment shall be connected together and bonded to the metal enclosure.
- D. Remote control, signaling, and fire alarm circuits shall be bonded in accordance with the most recent version of the National Electric Code.

3.05 FIELD QUALITY CONTROL

- A. Inspect grounding and bonding system conductors and connections for tightness and proper installation.

END OF SECTION 260526

**SECTION 260527
SUPPORTING DEVICES**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Conduit and Equipment Supports
- B. Fastening Hardware

1.02 QUALITY ASSURANCE

- A. Support systems shall be adequate for weight of equipment and conduit, including wiring, which they carry.

1.03 REFERENCES

- A. UL 62275 - Cable Management Systems - Cables Ties for Electrical Installations

1.04 COORDINATION

- A. Coordinate size, shape and location of concrete pads with section on Cast-in-Place Concrete or Concrete Topping.

PART 2 - PRODUCTS

2.01 MANUFACTURERS

- A. Allied Support Systems
- B. Cooper B-Line
- C. Erico, Inc.
- D. Hilti
- E. Power Fasteners
- F. Orbit Industries

2.02 MATERIAL

- A. Support Channel: Hot-dip galvanized for wet/damp locations; painted steel for interior/dry locations. All field cut ends shall be touched up with matching finish to inhibit rusting.
- B. Hardware: Corrosion resistant.
- C. Anchorage and Structural Attachment Components:
 - 1. Strength: Defined in reports by ICBO Evaluation Service or another agency acceptable to Authorities Having Jurisdiction.
 - a. Structural Safety Factor: Strength in tension and shear of components used shall be at least two times the maximum seismic forces to which they will be subjected.
 - 2. Through Bolts: Structural type, hex head, high strength. Comply with ASTM F3125/F3125M Standard Specification for High Strength Structural Bolts and Assemblies.
 - 3. Beam clamps for Steel Beams and Joists:
 - a. Double sided beam clamp hangers required.
 - b. Single sided beam clamp hangers are not allowed.
 - 4. Bushing Assemblies for Wall-Mounted Equipment Anchorage: Assemblies of neoprene elements and steel sleeves designed for seismically rated rigid equipment mountings, and matched to the type and size of attachment devices used.
 - 5. Concrete Anchors: Fasten to concrete using cast-in or post-installed anchors designed per the requirements of Appendix D of ACI 318-05. Post-installed anchors shall be qualified for use in cracked concrete by ACI-355.2.

6. Masonry Anchors: Fasten to concrete masonry units with expansion anchors or self-tapping masonry screws. For expansion anchors into hollow concrete block, use sleeve-type anchors designed for the specific application. Do not fasten in masonry joints. Do not use powder actuated fasteners, wooden plugs, or plastic inserts.
- D. Truss and Joist Support System: Provided the installation complies with all loading requirements of truss and joist manufacturers, the following practices are acceptable:
 1. Loads of 100 lbs. or less may be attached anywhere along the top or bottom chords of trusses or joists with a minimum 3' spacing between loads.
 2. Loads greater than 100 lbs. must be hung concentrically and may be hung from top or bottom chord, provided one of the following conditions is met:
 - a. The hanger is attached within 6" from a web/chord joint.
 - b. Additional L2x2x1/4 web reinforcement is installed per manufacturer's requirements.
 3. It is prohibited to cantilever a load using an angle or other structural component that is attached to a truss or joist in such a fashion that a torsional force is applied to that structural member.
 4. If conditions cannot be met, coordinate installation with truss or joist manufacturer and contact Architect/Engineer.

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Fasten hanger rods, conduit clamps, and outlet and junction boxes to building structure using expansion anchors in concrete and beam clamps on structural steel.
- B. Trapeze support installation: Cut hanger rods back at trapeze supports so they do not extend more than 3/4" below bottom face of lowest fastener and blunt any sharp edges.
- C. Use toggle bolts or hollow wall fasteners in hollow masonry, plaster, or gypsum board partitions and walls; expansion anchors or preset inserts in solid masonry walls; self-drilling anchors or expansion anchor on concrete surfaces; sheet metal screws in sheet metal studs; and wood screws in wood construction.
- D. Do not fasten supports to ceiling systems, piping, ductwork, mechanical equipment, or conduit, unless otherwise noted.
- E. Do not use powder-actuated anchors without specific permission.
- F. Do not drill structural steel members.
- G. Fabricate supports from structural steel or steel channel, rigidly welded or bolted to present a neat appearance. Use hexagon head bolts with spring lock washers under all nuts.
- H. In wet locations and on all building floors below exterior earth grade install free-standing electrical equipment on concrete pads.
- I. Install cabinets and panelboards with minimum of four anchors. Provide horizontal backing/support framing in stud walls for rigid mounting.
- J. Do not exceed 25 lbs. per hanger and a minimum spacing of 2'-0" on center when attaching to metal roof decking (excludes concrete on metal deck). This 25 lbs. load and 2'-0" spacing include adjacent electrical and mechanical items hanging from deck. If the hanger restrictions cannot be achieved, supplemental framing off steel framing will need to be added.
- K. Refer to Section 260533 for special conduit supporting requirements.

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3.02 FINISH

- A. Prime coat exposed steel hangers and supports. Hangers and supports in crawl spaces, pipe shafts, and above suspended ceiling spaces are not considered exposed.
- B. Trim all ends of exposed field fabricated steel hangers, slotted channel and threaded rod to within 1" of support or fastener to eliminate potential injury to personnel unless shown otherwise on the drawings. Smooth ends and install elastomeric insulation with two coats of latex paint if exposed steel is within 6'-6" of finish floor and presents potential injury to personnel.

END OF SECTION 260527

**SECTION 260533
CONDUIT AND BOXES**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Rigid metallic conduit and fittings (RMC)
- B. Electrical metallic tubing and fittings (EMT)
- C. Flexible metallic conduit and fittings (FMC)
- D. Wall and ceiling outlet boxes
- E. Electrical connection
- F. Pull and junction boxes

1.02 RELATED WORK

- A. Section 260553 - Electrical Identification: Refer to electrical identification for color and identification labeling requirements.

1.03 REFERENCES

- A. American National Standards Institute (ANSI):
 - 1. ANSI C80.3 - Electrical Metallic Tubing, Zinc-Coated and Fittings
 - 2. ANSI C80.4 - Fittings for Rigid Metal Conduit and Electrical Metallic Tubing
 - 3. ANSI/NEMA OS 1 - Sheet-Steel Outlet Boxes, Device Boxes, Covers and Box Supports
- B. NECA "Standards of Installation"
- C. NFPA 70 - National Electrical Code (NEC)
- D. Underwriters Laboratories (UL): Applicable Listings
 - 1. UL 1 - Flexible Metal Conduit
 - 2. UL514-B - Conduit Tubing and Cable Fittings
 - 3. UL797 - Electrical Metal Tubing
- E. Definitions:
 - 1. Fittings: Conduit connection or coupling.
 - 2. Body: Enlarged fittings with opening allowing access to the conductors for pulling purposes only.
 - 3. Mechanical Spaces: Enclosed areas, usually kept separated from the general public, where the primary use is to house service equipment and to route services. These spaces generally have exposed structures, bare concrete and non-architecturally emphasized finishes.
 - 4. Finished Spaces: Enclosed areas where the primary use is to house personnel and the general public. These spaces generally have architecturally emphasized finishes, ceilings and/or floors.
 - 5. Concealed: Not visible by the general public. Often indicates a location either above the ceiling, in the walls, in or beneath the floor slab, in column coverings, or in the ceiling construction.
 - 6. Above Grade: Not directly in contact with the earth. For example, an interior wall located at an elevation below the finished grade shall be considered above grade but a wall retaining earth shall be considered below grade.
 - 7. Slab: Horizontal pour of concrete used for a floor or sub-floor.

PART 2 - PRODUCTS**2.01 ELECTRICAL METALLIC TUBING (EMT) AND FITTINGS**

- A. Minimum Size Electrical Metallic Tubing: 3/4 inch, unless otherwise noted.
- B. Manufacturers of EMT Conduit:
 - 1. Allied Tube & Conduit
 - 2. Calbond Calpipe
 - 3. Nucor
 - 4. Electroline
 - 5. Western Tube
 - 6. Wheatland Tube Co
 - 7. or approved equal.
- C. Fittings and Conduit Bodies:
 - 1. 2" Diameter or Smaller: Compression type of steel designed for their specific application.
 - 2. Larger than 2": Compression type of steel designed for their specific application.
 - 3. Push-on Connectors and Couplers: 1/2" and 3/4" conduit push-on connectors and couplers with locking ring and washer of zinc plated steel, listed for use in dry locations.
 - 4. Expansion Joints: Electrical metallic tubing hot dip galvanized providing a minimum of 2 inches of movement, listed wet/damp/dry for application.
 - 5. Manufacturers of EMT Conduit Fittings:
 - a. ABB/Thomas & Betts
 - b. Eaton/Crouse-Hinds
 - c. Electroline
 - d. Emerson Appleton & OZ Gedney
 - e. Hubbell Raco and Killark
 - f. NSI Bridgeport
 - g. Orbit Industries
 - h. Wesco Regal
 - i. or approved equal.

2.02 FLEXIBLE METALLIC CONDUIT (FMC) AND FITTINGS

- A. Minimum Size Galvanized Steel: 3/4 inch, unless otherwise noted. Lighting branch circuit wiring to an individual luminaire may be a manufactured, UL listed 3/8" flexible metal conduit and fittings with #14 AWG THHN conductors and an insulated ground wire. Maximum length of 3/8" FMC shall be six (6) feet.
- B. Manufacturers:
 - 1. ABB/Thomas & Betts
 - 2. Anamet Electrical
 - 3. Atkore American Flex AFC and Flexicon
 - 4. Electri-Flex Co
 - 5. Electroline
 - 6. Southwire Alflex
 - 7. or approved equal.

- C. Construction: Flexible steel, approved for conduit ground, zinc coated, threadless type formed from a continuous length of spirally wound, interlocked zinc coated strip steel. Provide a separate equipment grounding conductor when used for equipment where flexibility is required.
- D. Fittings and Conduit Bodies:
 - 1. Threadless hinged clamp type, galvanized zinc coated cadmium plated malleable cast iron or screw-in type, die-cast zinc.
 - 2. Fittings and conduit bodies shall include plastic or cast metal inserts supplied by the manufacturer to protect conductors from sharp edges.
 - 3. Manufacturers:
 - a. ABB/Thomas & Betts
 - b. Eaton/Crouse-Hinds
 - c. Electroline
 - d. Emerson Appleton & OZ Gedney
 - e. Hubbell Raco and Killark
 - f. NSI Bridgeport
 - g. Orbit Industries
 - h. Wesco Regal
 - i. or approved equal.

2.03 OUTLET BOXES

- A. Sheet Metal Outlet Boxes: ANSI/NEMA OS 1; galvanized steel, 16 gauge (approximately 0.0625 inches), with 1/2-inch male fixture studs where required.
- B. Outlet boxes for luminaires to be not less than 1-1/2" deep, deeper if required by the number of wires or construction. The box shall be coordinated with surface luminaires to conceal the box from view or provide a finished trim plate.
- C. Switch outlet boxes for local light control switches, dimmers and occupancy sensors shall be 4 inches square by 2-1/8 inches deep, with raised cover to fit flush with finish wall line. Multiple gang switch outlets shall consist of the required number of gang boxes appropriate to the quantity of switches comprising the gang. Where walls are plastered, provide a plaster raised cover. Where switch outlet boxes occur in exposed concrete block walls, boxes shall be installed in the block cavity with a raised square edge tile cover of sufficient depth to extend out to face of block or masonry boxes.
- D. Technology Rough-in(s): Backboxes for technology rough-in on walls shall be minimum of 4 inches square and 2-1/8 inches deep with single gang raised cover to fit flush with finished wall line.
- E. Wall or column receptacle outlet boxes shall be 4 inches square with raised cover to fit flush with finished wall line. Boxes in concrete block walls shall be installed the same as for switch boxes in block walls.

2.04 ECONN; ELECTRICAL CONNECTION

- A. Electrical connection to equipment and motors, sized per Electrical Code. Coordinate requirements with contractor furnishing equipment or motor. Refer to specifications and general installation notes for terminations to motors.

2.05 JB; PULL AND JUNCTION BOXES

- A. Sheet Metal Boxes: ANSI/NEMA OS 1; galvanized steel.
- B. Sheet metal boxes larger than 12 inches in any dimension that contain terminations or components: Continuous hinged enclosure with 1/4 turn latch and white back panel for mounting terminal blocks and electrical components.
- C. Flanged type boxes shall be used where installed flush in wall.

2.06 TECHNOLOGY ROUGH-IN

- A. Provide with one (1) flush mount double gang box with single gang plaster ring and appropriate cover plate, unless otherwise noted.
- B. Refer to technology drawings for additional backbox and conduit size/routing requirements.

PART 3 - EXECUTION**3.01 CONDUIT INSTALLATION SCHEDULE AND SIZING**

- A. In the event the location of conduit installation represents conflicting installation requirements as specified in the following schedule, a clarification shall be obtained from the Architect/Engineer. If this Contractor is unable to obtain a clarification as outlined above, concealed rigid galvanized steel conduit installed per these specifications and the Electrical Code shall be required.
- B. Installation Schedule: Refer to drawings.
- C. Size conduit as shown on the drawings and specifications. Where not indicated in the contract documents, conduit size shall be according to the Electrical Code. Conduit and conductor sizing shall be coordinated to limit conductor fill to less than 40%, maintain conductor ampere capacity as required by the Electrical Code (to include enlarged conductors due to temperature and quantity derating values) and to prevent excessive voltage drop and pulling tension due to long conduit/conductor lengths.
- D. Minimum Conduit Size (Unless Noted Otherwise):
 - 1. Above Grade: 3/4 inch. (The use of 1/2 inch would be allowed for installation conduit to individual light switches, individual receptacles and individual fixture whips from junction box.)
 - 2. Telecommunication Conduit: 1 inch.
 - 3. Controls Conduit: 1/2 inch.
- E. Conduit sizes shall change only at the entrance or exit to a junction box, unless specifically noted on the drawings.

3.02 CONDUIT ARRANGEMENT

- A. In general, conduit shall be installed concealed in walls, in finished spaces and where possible or practical, or as noted otherwise. Conduit shall be installed parallel or perpendicular to walls, ceilings, and exposed structural members. In unfinished spaces, mechanical and utility areas, conduit may run either concealed or exposed as conditions dictate and as practical unless noted otherwise on drawings. Installation shall maintain headroom in exposed vicinities of pedestrian or vehicular traffic.
- B. Exposed conduit on exterior walls or above roof will not be allowed without prior written approval of Architect/Engineer. A drawing of the proposed routing and a photo of the location shall be submitted 14 days prior to start of conduit rough-in. Routing shall be shown on coordination drawings.
- C. Conduit arrangement in elevated slabs (restricted to applications specifically noted or shown on drawings):
 - 1. Conduit size shall not exceed one-third of the structural slab thickness. Place conduit between the top and bottom reinforcing with a minimum of 3" concrete cover.
 - 2. Parallel conduits shall be spaced at least 8 inches apart. Exception: Within 18 inches of commonly served floor boxes, junction boxes, or similar floor devices. Arrange conduits parallel or perpendicular to building lines and walls.
- D. Conduit shall not share the same cell as structural reinforcement in masonry walls.

- E. Conduit runs shall be routed as shown on large scale drawings. Conduit routing on drawings scaled 1/4"=1'-0" or less shall be considered diagrammatic, unless noted otherwise. The correct routing, when shown diagrammatically shall be chosen by the Contractor based on information in the contract documents, in accordance with manufacturer's written instructions, applicable codes, the NECA's "Standard of Installation", in accordance with recognized industry standards, and coordinated with other contractors.
- F. Contractor shall adapt Contractor's work to the job conditions and make such changes as required and permitted by the Architect/Engineer, such as moving to clear beams and joists, adjusting at columns, avoiding interference with windows, etc., to permit the proper installation of other mechanical and/or electrical equipment.
- G. Contractor shall cooperate with all contractors on the project. Contractor shall obtain details of other contractor's work to ensure fit and avoid conflict. Any expense due to the failure of This Contractor to do so shall be paid for in full by Contractor. The other trades involved as directed by the Architect/Engineer shall perform the repair of work damaged as a result of neglect or error by This Contractor. The resultant costs shall be borne by This Contractor.

3.03 CONDUIT SUPPORT

- A. Conduit runs installed above a suspended ceiling shall be properly supported. In no case shall conduit rest on the suspended ceiling construction, nor utilize ceiling support system for conduit support.
 - 1. Support wire used to independently support raceway and wiring systems above suspending ceilings shall be supported on both ends, minimum 12 gauge suspended ceiling support wire, and distinguishable from ceiling support systems by color (field paint), tagging, or equivalent means.
- B. Conduit shall not be supported from ductwork, water, sprinkler piping, or other non-structural members, unless approved by the Architect/Engineer. All supports shall be from structural slabs, walls, structural members, and bar joists, and coordinated with all other applicable contractors, unless noted otherwise.
- C. Conduit shall be held in place by the correct size of galvanized one-hole conduit clamps, two-hole conduit straps, patented support devices, clamp back conduit hangers, or by other means if called for on the drawings.
- D. Support individual horizontal raceways with separate, malleable-iron pipe hangers or clamps.
- E. Spring-steel conduit clips specifically designed for supporting single conduits or tubing may be used in lieu of malleable-iron hangers for 1" and smaller raceways serving lighting and receptacle branch circuits above accessible ceilings and for securing raceways to slotted channel and angle supports.
- F. Group conduits in parallel runs where practical and use conduit racks or trapeze hangers constructed of steel channel, suspended with threaded solid rods or wall mounted from metal channels with conduit straps or clamps. Provide space in each rack or trapeze for 25% additional conduits.
- G. Do not exceed 25 lbs. per hanger and a minimum spacing of 2'-0" on center when attaching to metal roof decking (excludes concrete on metal deck). This 25 lbs. load and 2'-0" spacing include adjacent electrical and mechanical items hanging from deck. If the hanger restrictions cannot be achieved, supplemental framing off steel framing will need to be added.
- H. Arrange supports in vertical runs so the weight of raceways and enclosed conductors is carried entirely by raceway supports, with no weight load on raceway terminals.
- I. Supports for metallic conduit shall be no greater than 10 feet. A smaller interval may be used if necessitated by building construction, but in no event shall support spans exceed the Electrical Code requirements. Conduit shall be securely fastened within 3 feet of each outlet box, junction box, device box, cabinet, or fitting.
- J. Supports of flexible conduit shall be within 12 inches of each outlet box, junction box, device box, cabinet, or fitting and at intervals not to exceed 4.5 feet.

- K. Where conduit is to be installed in poured concrete floors or walls, provide concrete-tight conduit inserts securely fastened to forms to prevent conduit misplacement.
- L. Finish:
 - 1. Prime coat exposed steel hangers and supports. Hangers and supports in crawl spaces, pipe shafts, and above suspended ceiling spaces are not considered exposed.
 - 2. Trim all ends of exposed field fabricated steel hangers, slotted channel and threaded rod to within 1" of support or fastener to eliminate potential injury to personnel unless shown otherwise on the drawings. Smooth ends and install elastomeric insulation with two coats of latex paint if exposed steel is within 6'-6" of finish floor and presents potential injury to personnel.

3.04 CONDUIT INSTALLATION

- A. Conduit Connections:
 - 1. Shorter than standard conduit lengths shall be cut square using industry standards. The ends of all conduits cut shall be reamed or otherwise finished to remove all rough edges.
 - 2. Metallic conduit connections in slab on grade installation shall be sealed and one coat of rust inhibitor primer applied after the connection is made.
 - 3. Where conduits with tapered threads cannot be coupled with standard couplings, then approved split or Erickson couplings shall be used. Running threads will not be permitted.
 - 4. Install expansion/deflection joints where conduit crosses structure expansion/seismic joints.
- B. Conduit terminations for all low voltage wiring shall have nylon bushings installed on each end of every conduit run.
- C. Conduit Bends:
 - 1. Use a hydraulic one-shot conduit bender or factory elbows for bends in conduit 2" in size or larger. All steel conduit bending shall be done cold; no heating of steel conduit shall be permitted.
 - 2. A run of conduit shall not contain more than the equivalent of four (4) quarter bends (360 degrees), including those bends located immediately at the outlet or body.
 - 3. Telecommunications conduits shall have no more than two (2) 90-degree bends between pull points and contain no continuous sections longer than 100 feet. Insert pull points or pull boxes for conduits exceeding 100 feet in length.
 - a. A third bend is acceptable if:
 - 1) The total run is not longer than (33) feet.
 - 2) The conduit size is increased to the next trade size.
 - 4. Telecommunications pull boxes shall not be used in lieu of a bend. Align conduits that enter the pull box from opposite ends with each other. Pull box size shall be twelve (12) times the diameter of the largest conduit. Slip sleeves or gutters can be used in place of a pull box.
 - 5. Telecommunications Conduit(s): Maintain appropriate conduit bend radius at all times. For conduits with an internal diameter of less than 2", maintain a bend radius of at least 6 times the internal diameter. For conduits with an internal diameter 2" or greater, maintain a bend radius of at least 10 times the internal diameter.
 - 6. Use conduit bodies to make sharp changes in direction (i.e. around beams).
- D. Conduit Placement:
 - 1. Conduit shall be mechanically continuous from source of current to all outlets. Conduit shall be electrically continuous from source of current to all outlets, unless a properly sized grounding conductor is routed within the conduit. All metallic conduits shall be bonded per the Electrical Code.

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2. Route exposed conduit and conduit above suspended ceilings (accessible or not) parallel/perpendicular to the building structural lines, and as close to building structure as possible. Wherever possible, route horizontal conduit runs above water and steam piping.
3. Route conduit through roof openings provided for piping and ductwork where possible. If not provided or routing through provided openings is not possible, route through roof jack with pitch pocket. Coordinate roof penetrations with other trades.
4. Conduits, raceway and boxes shall not be installed in concealed locations in roof decking nor installed less than 1.5" below bottom of roof decking.
5. Raceways located in wet/damp locations shall be arranged to drain. Avoid moisture traps where possible. Where unavoidable, provide a junction box with drain fitting at conduit low point.
6. All conduits through walls shall be grouted or sealed into openings. Where conduit penetrates firewalls and floors, seal with a UL listed sealant.
7. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL OPENINGS REQUIRED IN MASONRY OR EXTERIOR WALLS UNDER THIS DIVISION. A QUALIFIED MASON AT THE EXPENSE OF THIS CONTRACTOR SHALL REPAIR ALL OPENINGS TO MATCH EXISTING CONDITIONS.
8. Seal interior of conduit at exterior entries, air handling units, coolers/freezers, etc., and where the temperature differential can potentially be greater than 20F to prevent moisture penetration. Seal shall be placed where conduit enters warm space. Conduit seal fitting shall be a drain/seal, with sealing compound, identified for use with cable and raceway system.
9. Horizontal conduit routing through slabs above grade
 - a. Conduits, if run in concrete structure, shall be in middle one-third of slab thickness, and leave at least 3" min. concrete cover. Conduits shall run parallel to each other and spaced at least 8" apart centerline to centerline. Secure raceways to reinforcing rods to prevent sagging or shifting during concrete placement. Maximum conduit outside diameter 1".
 - b. No conduits are allowed in concrete on metal deck unless expressly approved in writing by the Structural Engineer.
 - c. No conduits are allowed to be routed horizontally through slabs above grade.
10. Do not route conduits across each other in slabs on grade.
11. Contractor shall provide suitable mechanical protection around all conduits stubbed out from floors, walls or ceilings during construction to prevent bending or damaging of stubs due to carelessness with construction equipment.
12. Contractor shall provide a polypropylene pull cord with 2000 lbs. tensile strength in each empty conduit (indoor and outdoor), except in sleeves and nipples.
13. Telecommunications conduits that protrude through the structural floor shall be installed 1 to 3" above finished floor (AFF).
14. Telecommunications conduits that enter into Telecommunications rooms below the finished ceiling shall terminate a minimum of 4" below ceiling and as close to the wall as possible.
15. Telecommunications conduits that are below grade and enter into a building shall terminate a minimum of 4" above finished floor (AFF) and as close to the wall as possible.

3.05 CONDUIT TERMINATIONS

- A. Where conduit bonding is indicated or required in the contract documents, the bushings shall be a type sized for the conduit and ground bonding conductor as manufactured by O-Z/Gedney, Appleton, Thomas & Betts, Burndy, Regal, Orbit Industries or approved equal.

- B. Threaded conduits (example RMC, IMC) without threaded termination fittings or hubs shall be threaded for one (1) lock nut on the outside and one (1) opposing lock nut and Malleable Insulated Grounding Bushing MGIB on the inside of the box/enclosure.
- C. Where conduits terminate in boxes with knockouts, they shall be secured to the boxes with lock nuts and provided with approved screw type tinned iron bushings or fittings with plastic inserts.
- D. Where conduits terminate in boxes, fittings, or bodies with threaded openings, they shall be tightly screwed against the shoulder portion of the threaded openings.
- E. Conduit terminations to all motors shall be made with flexible metallic conduit (FMC), unless noted otherwise. Flexible conduit shall not exceed 6' in length. Route equipment ground conductors from circuit ground to motor ground terminal through flexible conduit.
- F. All conduit ends shall be sealed with plastic immediately after installation to prevent the entrance of any foreign matter during construction. The seals shall be removed and the conduits blown clear of all foreign matter prior to any wires or pull cords being installed.

3.06 BOX INSTALLATION SCHEDULE

- A. Galvanized steel boxes may be used in:
 1. Concealed interior locations above ceilings and in hollow studed partitions.
 2. Exposed interior locations in mechanical rooms and in rooms without ceilings; higher than 8' above the highest platform level.
 3. Direct contact with concrete except slab on grade.

3.07 COORDINATION OF BOX LOCATIONS

- A. Provide electrical boxes as shown on the drawings, and as required for splices, taps, wire pulling, equipment connections, and code compliance.
- B. Electrical box locations shown on the Contract Drawings are approximate, unless dimensioned. Verify location of floor boxes and outlets in offices and work areas prior to rough-in.
- C. Locate and install boxes to allow access. Avoid interferences with ductwork, piping, structure, equipment, etc. Recessed luminaires shall not be used as access to outlet, pull, and junction boxes. Where installation is inaccessible, provide access doors. Coordinate locations and sizes of required access doors with the Architect/Engineer and General Contractor.
- D. Locate and install to maintain headroom and to present a neat appearance.

3.08 OUTLET BOX INSTALLATION

- A. Do not install boxes back-to-back in walls.
 1. Provide a minimum horizontal separation of 6 inches between boxes installed on opposite sides of non-rated stud walls. When the minimum separation cannot be maintained, install sound insulation pads on all five sides of the back box in accordance with the manufacturer's instructions.
 2. Provide a minimum horizontal separation of 24 inches between boxes installed on opposite sides of fire-rated walls. When the minimum separation cannot be maintained, the box is greater than 16 square inches or the total box area (all trades) per 100 square feet is greater than or equal to 100 square inches, install fire-rated moldable pads to all five sides of the back box to maintain the fire rating of the wall. Install moldable pads in accordance with UL listing for the specific product. Sound insulation pads are not acceptable for use in fire-rated wall applications unless the product carries the necessary fire rating.
- B. Install sound insulation pads on all five sides of the back of all boxes in sound-rated wall assemblies. Sound-rated wall assemblies are defined as partition types carrying a Sound Transmission Class (STC) rating.

- C. The Contractor shall anchor switch and outlet box to wall construction so that it is flush with the finished masonry, paneling, drywall, plaster, etc. The Contractor shall check the boxes as the finish wall surface is being installed to assure that the box is flush. (Provide plaster rings as necessary.)
- D. Mount at heights shown or noted on the drawings or as generally accepted if not specifically noted.
- E. Locate boxes in masonry walls to require cutting of masonry unit corner only. Coordinate masonry cutting to achieve neat openings for boxes.
- F. Provide knockout closures for unused openings.
- G. Support boxes independently of conduit.
- H. Use multiple-gang boxes where more than one device is mounted together; do not use sectional boxes. Provide barriers to separate wiring of different voltage systems.
- I. Install boxes in walls without damaging wall insulation.
- J. Coordinate mounting heights and locations of outlets mounted above counters, benches, backsplashes, and below baseboard radiation.
- K. Position outlets to locate luminaires as shown on reflected ceiling drawings.
- L. Provide recessed outlet boxes in finished areas; secure boxes to interior wall and partition studs, accurately positioned to allow for surface finish thickness. Use stamped steel stud bridges for flush outlets in hollow stud wall, and adjustable steel channel fasteners for flush ceiling outlet boxes.
- M. Align wall-mounted outlet boxes for switches, thermostats, and similar devices.
- N. Provide cast outlet boxes in exterior locations and wet locations, and where exposed rigid or intermediate conduit is used.

3.09 PULL AND JUNCTION BOX INSTALLATION

- A. Locate pull boxes and junction boxes above accessible ceilings or in unfinished areas.
- B. Support pull and junction boxes independent of conduit.
- C. Do not install boxes back-to-back in walls.
 - 1. Provide a minimum horizontal separation of 6 inches between boxes installed on opposite sides of non-rated stud walls. When the minimum separation cannot be maintained, install sound insulation pads on all five sides of the back box in accordance with the manufacturer's instructions.
 - 2. Provide a minimum horizontal separation of 24 inches between boxes installed on opposite sides of fire-rated walls. When the minimum separation cannot be maintained, the box is greater than 16 square inches or the total box area (all trades) per 100 square feet is greater than or equal to 100 square inches, install fire-rated moldable pads to all five sides of the back box to maintain the fire rating of the wall. Install moldable pads in accordance with UL listing for the specific product. Sound insulation pads are not acceptable for use in fire-rated wall applications unless the product carries the necessary fire rating.
- D. Install sound insulation pads on all five sides of the back of all boxes in sound-rated wall assemblies. Sound-rated wall assemblies are defined as partition types carrying a Sound Transmission Class (STC) rating.

3.10 EXPOSED BOX INSTALLATION

- A. Boxes shall be secured to the building structure with proper size screws, bolts, hanger rods, or structural steel elements.
- B. On brick, block and concrete walls or ceilings, exposed boxes shall be supported with no less than two (2) Ackerman-Johnson, Paine, Phillips, or approved equal screw anchors or expansion shields and round head machine screws. Cast boxes shall not be drilled.

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- C. On steel structures, exposed boxes shall be supported to the steel member by drilling and tapping the member and fastening the boxes by means of round head machine screws.
- D. Boxes may be supported on steel members by APPROVED beam clamps if conduit is supported by beam clamps.
- E. Boxes shall be fastened to wood structures by means of a minimum of two (2) wood screws adequately large and long to properly support. (Quantity depends on size of box.)
- F. Wood, plastic, or fiber plugs shall not be used.
- G. Explosive devices shall not be used.

END OF SECTION 260533

**SECTION 260535
SURFACE RACEWAYS**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Architectural surface raceways

1.02 REFERENCES

- A. FS W-C-582 - Conduit, Raceway, Metal, and Fitting; Surface

1.03 SUBMITTALS

- A. Submit shop drawings under provisions of Section 260500.
- B. Include product data for surface metal raceways and accessories.

PART 2 - PRODUCTS

2.01 ARCHITECTURAL SURFACE RACEWAY

- A. Surface Metal Raceway: Steel channel with fitted cover, size per circuit requirements.
- B. Finish: Color selection by Architect.
- C. Fittings: Couplings, elbows, and connectors designed for use with the raceway system.
- D. Boxes and Extension Rings: Designed for use with the raceway system.
- E. Manufacturers:
 - 1. Wiremold V500/V700 series
 - 2. Mono-Systems SMS500/SMS700 series
 - 3. Hubbell HBL500/HBL700 series.

PART 3 - EXECUTION

3.01 INSTALLATION - ARCHITECTURAL SURFACE RACEWAY

- A. Use flat-head screws to fasten channel to surfaces. Mount plumb and level.
- B. Maintain grounding continuity between raceway components to provide a continuous grounding path.
- C. Fastener: Use clips and straps suitable for the purpose.
- D. Field cuts to be clean and straight and use the proper tools as recommended by the system manufacturer to prohibit damage to factory finish or raceway. Joints to be matched so there are no gaps or spaces in the cover. Furnish and install manufacturer's raceway accessories as needed.
- E. Routing and Planning: Coordinate routings with existing vertical/horizontal building lines and features (doorways, wall trim, at wall/ceiling interface, etc.). Match the square / parallel lines of other existing features. Do not route raceway across large open spaces of the wall unless required by the application.

END OF SECTION 260535

SECTION 260553
ELECTRICAL IDENTIFICATION

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Adhesive Markings and Field Labels
- B. Nameplates and Signs
- C. Product Colors

1.02 RELATED SECTIONS AND WORK

- A. Section 260500 - Basic Electrical Requirements

1.03 REFERENCES

- A. NFPA 70E - Standard for Electrical Safety in the Workplace
- B. NFPA 70 - National Electrical Code (NEC)
- C. ANSI A13.1 - Standard for Pipe Identification
- D. ANSI Z535.4 - Standard for Product Safety Signs and Labels

1.04 QUALITY ASSURANCE

- A. Electrical identification products shall be suitable for the environment installed. Identification labels damaged by the environment due to ultraviolet light fading, damp or wet conditions, physical damage, corrosion, or other conditions shall be replaced with labels suitable for the environment.

PART 2 - PRODUCTS**2.01 ADHESIVE MARKINGS AND FIELD LABELS**

- A. Adhesive Marking Labels for Raceway: Pre-printed, flexible, self-adhesive vinyl labels with legend indicating voltage and service (Emergency, Lighting, Power, HVAC, Communications, Control, Fire).
 - 1. Label Size as follows:
 - a. Raceways: Kroy or Brother labels 1-inch high by 12-inches long (minimum).
 - 2. Color: As specified for various systems.
- B. Colored Adhesive Marking Tape for banding Raceways, Wires, and Cables: Self-adhesive vinyl tape not less than 3 mils thick by 1 inch to 2 inches in width.
- C. Wire/Cable Designation Tape Markers: Vinyl or vinyl-cloth, self-adhesive, wraparound, cable/conductor markers with preprinted numbers and letter.
- D. Cable Ties: Fungus-inert, self-extinguishing, one-piece, self-locking nylon cable ties, 0.18-inch minimum width, 50-lb minimum tensile strength, and suitable for a temperature range from -40F to 185F, type 2/2S or type 21/21S based on application. Provide ties in specified colors when used for color coding. Cable ties shall be listed and identified for the application, securement, and support.
- E. Text Sizes:
 - 1. The following information shall be used for text heights, fonts, and size, unless otherwise noted.
 - a. Font: Normal 721 Swiss Bold
 - b. Adhesive Labels: 3/16 inch minimum text height
 - c. Vinyl / Plastic Laminate Labels: 3/4" inch minimum text height

2.02 NAMEPLATES AND SIGNS

- A. Engraved, Plastic-Laminated Labels, Signs and Instruction Plates: Engraving stock melamine plastic laminate, 1/16-inch minimum thick for signs up to 20 square inches, or 8 inches in length; 1/8 inch thick for larger sizes. Labels shall be punched for mechanical fasteners.
- B. Text Sizes:
 - 1. The following information shall be used for text heights, fonts, and size, unless otherwise noted.
 - a. Text Height: 3/8 inch minimum
- C. Baked-Enamel Signs for interior Use: Preprinted aluminum signs, punched, or drilled for fasteners, with colors, legend, and size required for application. Mounting 1/4" grommets in corners.
- D. Fasteners for Plastic-Laminated Signs; Self-tapping stainless steel screws or number 10/32 stainless steel machine screws with nuts and flat and lock washers.

2.03 PRODUCT COLORS

- A. Adhesive Markings and Field Labels:
 - 1. All Labels: Black letters on white face
- B. Nameplates and Signs:
 - 1. NORMAL POWER: Black letters on white face
- C. Box Covers:
 - 1. Box covers shall be painted to correspond with system type as follows:
 - a. Normal Power and General: Silver
 - b. Emergency Power and Distribution:
 - 1) Optional Standby: Orange
 - c. Fire Alarm System: Red
 - d. Temperature Controls: Refer to mechanical cover sheet for color
 - e. Ground: Green
 - f. Low Voltage and Telephone: Purple
- D. Conductor Color Identification: Refer to Part 3 for additional information.

PART 3 - EXECUTION**3.01 INSTALLATION**

- A. Lettering and Graphics: Coordinate names, abbreviations, colors, and other designations used in electrical identification work with corresponding designations specified or indicated. Install numbers, lettering, and colors as required by code.
- B. Sequence of Work: Where identification is to be applied to surfaces that require finish, install identification after completion of finish work. All mounting surfaces shall be cleaned and degreased prior to identification installation.
- C. Circuit Identification: Tag or label conductors as follows:
 - 1. Multiple Power or Lighting Circuits in Same Enclosure: Where multiple branch circuits are terminated or spliced in a box or enclosure, label each conductor with source and circuit number.
 - 2. Multiple Control Wiring and Communication/Signal Circuits in Same Enclosure: For control and communications/signal wiring, use wire/cable marking tape at terminations in wiring boxes, troughs, and control cabinets. Use consistent letter/number conductor designations throughout on wire/cable marking tape.

3. Match identification markings with designations used in panelboards shop drawings, Contract Documents, and similar previously established identification schemes for the facility's electrical installations.
- D. Apply Danger, Warning, Caution and instruction signs as follows:
1. Install Danger, Warning, Caution or instruction signs where required by Electrical Code, where indicated, or where reasonably required to assure safe operation and maintenance of electrical systems and of the items to which they connect. Install engraved plastic-laminated instruction signs with approved legend where instructions or explanations are needed for system or equipment operation. Install metal-backed butyrate signs for outdoor items.
 2. 'Danger' indicates a hazardous situation which, if not avoided, will result in death or serious injury. ANSI standard red background, white letters.
 3. 'Warning' indicates a hazardous situation which, if not avoided, could result in death or serious injury. ANSI standard orange background, black letters.
 4. 'Caution' indicates a hazardous situation which, if not avoided, may result in minor or moderate injury. ANSI standard yellow background, black letters.
 5. Emergency Operating Signs: Install, where required by Electrical Code, where indicated, or where reasonably required to assure safe operation and maintenance of electrical systems and of the items to which they connect, engraved laminate signs with white legend on red background with minimum 3/8-inch high lettering for emergency instructions on power transfer, load shedding, or other emergency operations.
- E. Apply circuit/control/item designation labels of engraved plastic laminate for pushbuttons, pilot lights, alarm/signal components, and similar items, except where labeling is specified elsewhere.
- F. Install labels parallel to equipment lines at locations as required and at locations for best convenience of viewing without interference with operation and maintenance of equipment.

3.02 FEEDER AND BRANCH CIRCUIT DIRECTORIES

- A. Product:
1. Adhesive labels and field markings
 2. Nameplates and signs
- B. Feeder Directories Branch: Provide each feeder, branch circuit, feeder modification, and branch circuit modification with a typed circuit directory label. Refer to technical equipment specification sections for additional requirements. Include the following with each label:
1. Load Description: Lighting, receptacles, specific equipment, spare, space, or similar description.
 2. Location: Room name, number, location.
- C. Provide a factory or custom clear plastic sleeve for each branch panel directory and secure to inside panel cover.

3.03 LIGHTING CONTROL AND RECEPTACLE COVER PLATES

- A. Product:
1. Adhesive labels and field markings
 2. Nameplates and signs
- B. Identification material to be a clear, 3/8-inch Kroy tape or Brother self-laminating vinyl label with black letters. Embossed Dymo-Tape labels are not acceptable. Permanently affix identification label to cover plates, centered above the receptacle openings.
- C. Provide identification on all switch and receptacle cover plates. Identification shall indicate source and circuit number serving the device (e.g. "C1A #24"). Identification for switch cover plates shall be installed on the inside cover.

3.04 CONDUIT AND EXPOSED CABLE LABELING

- A. Product:
 - 1. Adhesive labels and field markings
- B. Conduit Identification: Pre-printed, flexible, self-adhesive vinyl labels with legend at 25 foot intervals to identify all conduits run exposed or located above accessible ceilings. Conduits located above non-accessible ceiling or in floors and walls shall be labeled within 3 feet of becoming accessible, or separated by enclosures, walls, partitions, ceilings, and floors. Labels for multiple conduits shall be aligned. Refer to color requirements in Part 2 when applicable in addition to the following:
 - 1. Fire Alarm: Indicate "FIRE ALARM".
 - 2. Grounding: Indicate "GROUND" and equipment and designation.
 - 3. Security System: Indicate "Security".
 - 4. Telephone System: Indicate "Telephone".
- C. Blank conduit ends or outlet boxes for future extension of system shall have permanent identification marker indicating purpose of conduit or box and where the raceway originated.

3.05 BOX LABELING

- A. Products:
 - 1. Adhesive labels and field markings
- B. Identify Junction, Pull and Connection Boxes: Labeling shall be 3/8-inch Kroy tape OR Brother self-laminating vinyl label, letters/numbers. In rooms that are painted out, provide labeling on inside of cover.
- C. All junction, pull, and connection boxes shall be identified as follows:
 - 1. For power and lighting circuits, indicate system voltage and identity of contained circuits ("120V, 1LA1-3,5,7").
 - 2. For other wiring, indicate system type and description of wiring ("FIRE ALARM NAC #1").

3.06 CONDUCTOR COLOR CODING

- A. Products:
 - 1. All wire and cables shall be color coded by the manufacturer.
- B. Colored cable ties shall be applied in groups of three ties of specified color to each conductor at each terminal or splice point starting 3 inches from the termination and spaced at 3 inches centers. Tighten to a snug fit, and cut off excess length.
- C. Where more than one nominal voltage system exists in a building or facility, each ungrounded conductor of a multi-wire branch circuit, where accessible, shall be identified by phase and system.
- D. Conductors shall be color coded as follows:
 - 1. 208Y/120 Volt, 4-Wire:
 - a. A-Phase - Black
 - b. B-Phase - Red
 - c. C-Phase - Blue
 - d. Neutral - White
 - e. Ground Bond - Green
 - 2. Grounding Conductors:
 - a. Equipment grounding conductors, main/system/supply-side bonding jumpers: Green.

- b. Isolated Equipment Ground Conductors: Green with colored distinctive yellow stripe along the entire length of the conductor. Isolated ground for feeders, use colored tape with alternating bands of green and yellow to provide a minimum of three bands of green and two bands of yellow.
- 3. Cabling for Remote Control, Signal, and Power Limited Circuits:
 - a. Fire Alarm: Red.
 - b. Low Voltage Switching: Per manufacturer recommendations and code requirements.
 - c. Building Automation Systems and Control: Refer to the Temperature Control Contactor notes located on the mechanical cover sheet.
 - d. Electronic Control: Per manufacturer recommendations and code requirements.
 - e. Audio/Visual Systems: Refer to Division 27.
 - f. Structured Cabling: Refer to Division 27.

3.07 CONTROL EQUIPMENT IDENTIFICATION

- A. Products:
 - 1. Nameplates and signs
- B. Provide identification on the front of all control equipment such as combination starters, starters, VFDs, contactors, motor control centers, etc.
- C. Identification shall be provided for all connections to equipment furnished by this Contractor, other contractors, or the Owner.
- D. Labeling shall include:
 - 1. Equipment type and contract documents designation of equipment being served.
 - 2. Location of equipment being served if it is not located within sight.
 - 3. Voltage and phase of circuit(s).
 - 4. Panel and circuit number(s) serving the equipment.
 - 5. Sample Label:

EXHAUST FAN EF-1 ("LOCATED ON ROOF")
 480V, 3-PHASE
 FED FROM "1HA1-1"

3.08 EQUIPMENT CONNECTION IDENTIFICATION

- A. Products:
 - 1. Nameplates and signs
- B. Provide identification for hard wired electrical connections to equipment such as disconnects switches, starters, etc. Plug and cord type connections do not require this specific label.
- C. Identification shall be provided for all connections to equipment furnished by this Contractor, other contractors, or the Owner.
 - 1. Mechanical heating, ventilation, and air conditioning equipment; chillers, boilers, pumps, air handling ventilation units, condensing units, unit heaters, and similar equipment
 - 2. Plumbing equipment
- D. Labeling shall include:
 - 1. Equipment type and contract documents designation of equipment being served
 - 2. Location of equipment being served if it is not located within sight. Include list of all equipment served, example: split systems with a single disconnect at one location.
 - 3. Voltage and rating of the equipment.

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4. Panel and circuit numbers(s) serving the equipment
5. Available fault current: refer to one-line diagram or panel schedule of panel serving equipment.
6. Date of fault current study: refer to one-line diagram
7. Sample Label:

UNIT HEATER UH-1 ("LOCATED IN STORAGE ROOM 200")
480V: 3-PHASE
FED FROM "1HA1-1"

END OF SECTION 260553

SECTION 260933
LIGHTING CONTROL SYSTEMS

PART 1 - GENERAL**1.01 SECTION INCLUDES**

- A. Lighting Control Overview
- B. Electrical Plan Symbols
- C. Device Color and Coverplates
- D. Standalone Line and Low Voltage Lighting Controls
 - 1. Wall switches and wall dimmers
- E. Automatic Load Control Relays
 - 1. Automatic Load Control Relay (ALCR20)

1.02 RELATED SECTIONS

- A. The lighting system design includes a combination of luminaire sources, lighting control components, programming sequences, and supplementary components for building and energy code compliance. The design uses performance-based specifications for portions of the lighting system to account for the limitation of directly comparable product solutions available by competitive manufacturers. The Contractor shall reference related specification sections, plans, schedules, and details prior to submitting pricing, submittals, and installation. The Contractor shall coordinate system component compatibility among various manufacturers and suppliers for a turnkey lighting system. Referenced sections include, but are not limited to, the following:
 - 1. Specification Section 265119 LED Lighting
 - 2. Electrical Drawings: Electrical Coversheet, plans, luminaire schedules, lighting control sequence of operations, diagrams, and details.

1.03 RELATED WORK

- A. Section 019100 - Commissioning

1.04 QUALITY ASSURANCE

- A. Manufacturers shall be regularly engaged in the manufacture of lighting control equipment and ancillary equipment, of types and capacities required, whose products have been in satisfactory use in similar service for not less than five (5) years.
- B. All components and assemblies are to be factory pre-tested prior to delivery and installation.

1.05 REFERENCES

- A. FCC Rules and Regulations, Part 15, Subpart J - Radio Frequency Interference
- B. FS W S 896 Switch, Toggle
- C. NEMA WD 1 - General Color Requirements for Wiring Devices
- D. NEMA WD 7 - Occupancy Motion Sensors
- E. NFPA 70 - National Electrical Code (NEC)
- F. UL 924 - Emergency Lighting and Power Equipment

1.06 SUBMITTALS

- A. Submit product data under provisions of Section 260500.
- B. Submit a comprehensive package including devices, hardware, product specification, finishes, dimensions, installation instructions, component replacement instructions and warranty.

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- C. Provide floor plan showing location, orientation, and coverage area of each control device, sensor, and controller/interface. For areas requiring multiple sensor devices for appropriate coverage, submit specific manufacturer-approved sensor layout as an overlay directly on the project drawings, either in print or approved electronic form. Sensor coverage patterns shall have a 20% overlap.
- D. Submit a list of devices and equipment that will be installed for each sequence of operation.
- E. Submit project specific control wiring diagrams showing all equipment, line voltage, and control wiring requirements for all components including, but not limited to, dimmers, relays, low voltage switches, automatic sensors, control stations, and communication interfaces and programming instructions for each sequence of operation. Include network cable specification and end-of-line termination details, if required.
- F. Lighting Control Stations: The manufacturer/vendor shall provide control station shop drawings showing arrangement of controls, dimensioned elevations, wiring diagram, and recommended backboxes. Label each applicable submittal with the applicable Sequence Of Operation SOO description. Submit data sheets on the switches, dimmers, sensors, buttons, etc. contained in the control station.
- G. Nameplate Labels and Custom Engraving: Submit sample label/engraving text for review for each applicable Lighting Sequence Of Operation SOO. Include reference to applicable SOO description. Provide stencil templates for each device requiring stenciling.

1.07 PROJECT RECORD DOCUMENTS

- A. Submit project record documents under provisions of Section 260500.
- B. Accurately record location of all controls and devices. Include description of switching sequences and circuiting arrangements.

1.08 OPERATION AND MAINTENANCE DATA

- A. Submit emergency, operation, and maintenance data under provisions of Section 260500. Data shall also include the following:
 - 1. Schedule for routine maintenance, inspection, and calibration of all lighting control devices and system components. Recommended schedule for inspection and recalibration of sensors.
 - 2. Complete narrative describing intended operation and sequence for each control scenario and system component, updated to reflect all changes resulting from commissioning of systems. Narrative shall indicate recommended settings for devices where applicable.
 - 3. Replacement part numbers for all system components.
- B. Identify installed location and labeling for each luminaire controlled by automated lighting controls.

1.09 SYSTEM DESCRIPTION

- A. Performance Statement: The specification section and lighting design documents describe the minimum material quality, required features, and operational performance requirements of the lighting control system. The documents do not convey every component, relay, wire, and equipment connection required. The Contractor and lighting control manufacturer/vendor are solely responsible for determining all system components, wiring, and programming required for a complete and operational system based on the performance based requirements of the documents.
- B. Lighting Sequence Of Operation (SOO): The Sequence Of Operation (SOO) describes the required lighting control operation and performance in each space. The Sequence Of Operation descriptions are included on the drawings.

- C. Drawings: The drawings include the Sequence Of Operation (SOO), luminaire schedule, location of control devices, sensors, and identification of control zones, and branch power circuiting. Control wiring and manufacturer/vendor specific components are NOT shown, but shall be submitted with the shop drawing submittals.

1.10 COMMISSIONING

- A. The Contractor shall provide all services necessary for compliance with the IECC Section C408 Commissioning. The commissioning shall include, but not be limited to, a commissioning plan, preliminary commissioning report, construction documents, manuals, final commissioning report, and lighting system functional testing.
- B. The system shall be functionally tested by a factory-authorized engineer and comply with the Sequence of Operation prior to system commissioning. All loads shall be tested live for continuity and freedom from defects, and all control wiring shall be tested for continuity and connections prior to energizing the system.

1.11 WARRANTY

- A. Manufacturer shall warrant products under normal use and service to be free from defects in materials and workmanship for a period of two (2) years from date of commissioning.
- B. Automatic (occupancy, vacancy), daylight sensors, and controls shall have a five (5) year warranty from date of Substantial Completion.

PART 2 - PRODUCTS

2.01 LIGHTING CONTROL OVERVIEW

- A. Lighting Control System: As defined in the System Description, the design documents describe the operational performance requirements of the lighting control system. The Lighting Control System has been categorized into the following groups. Refer to the Electrical Symbol Key, this specification section, and the drawings to determine the appropriate lighting control category when more than one is applicable to the project:
 1. Standalone Lighting Control Devices: Independent (standalone) devices traditionally operating at line or low voltage, field configurable with other standalone devices to provide an overall lighting control system.
- B. All system components and materials of similar function (e.g., switches, dimmers, sensors, contactors, relays, etc.) shall be of the same manufacturer, unless specifically stated otherwise on drawings or elsewhere in the specifications. Lighting control switches, systems, and components shall be listed.
- C. The functions described in the lighting sequence of operation shall dictate the actual lighting control device required to accomplish the functions described for the space, unless otherwise noted.

2.02 ELECTRICAL PLAN SYMBOLS

- A. Refer to Electrical Coversheet for Electrical Symbols list and device specification tag.
 1. Standalone Lighting Control Devices: Control station commonly defined by an alpha character with subscripts.
 - a. Example symbol "S", tagged "SW-1P", description "switch- single pole switch".
 - b. Example Control Designation: a, b, c (when required to clarify design intent).
 2. Sensors, Relays, Accessories: Common plan symbols are used for automatic (occupancy, vacancy), and daylighting sensors. The control designations (a, b, c) and identification of a standalone or #B type control station in the space defines the basis-of-design intent category of the lighting control sensors and accessories.
 - a. Example, a standalone automatic sensor SW-OC-## or SW-VC-## device is the basis of design when shown in the same room as a standalone S (SW-1P) single pole light switch with or without a, b, c control designations.

- b. Example, a Room-Based Lighting automatic sensor SW-OC-## or SW-VC-## device is the basis of design when shown in the same room as a #B (SW-#B) lighting control station with or without a, b, c control designations.

2.03 DEVICE COLOR AND COVERPLATES

- A. All switches and lighting controls shall be complete with coverplates that match material and color of the wiring device coverplates in the space. When the coverplate is proprietary to the device/manufacture and do not match the wiring device coverplates, the architect shall select the coverplate color and materials from the standard coverplate options.
- B. Where several devices are ganged together, the coverplate shall be of the ganged style for the number of devices used.
- C. Install nameplate identification as indicated in Section 260553.
- D. Plate-securing screws shall be metal with head color matching the wall plate finish.

2.04 STANDALONE LINE AND LOW VOLTAGE LIGHTING CONTROLS

- A. Standalone Lighting Control System Description: The standalone lighting control system includes individual devices, components, and accessories for lighting controls.
- B. The lighting control system manufacturer shall be responsible to assure coordination and compatibility between all system devices, components, and accessories.
- C. Global System Typography: The system shall be provided with the following global system characteristics. When multiple exclusive options are listed the manufacturer/vendor may submit a system based on either criterion unless otherwise noted. When the drawings identify a specific option (typically identified with a subscript) provide the specific option as scheduled on the drawings.
 - 1. Automatic Sensor Control Devices, Component, and Accessories: Field adjustable Occupancy or Vacancy.
- D. Overview:
 - 1. Wall Switches and Wall Dimmers:
 - a. UL listed with integral air-gap switch for on/off control, integral EMI/RFI suppression, non-viewable heat sink, dimmer to match device color.
 - b. Dimmer compatibility and wiring with the load being controlled shall be verified by Contractor prior to purchase and installation.
- E. SW-1P; Single Pole Switch:
 - 1. Single throw, 120/277-volt, 20-amp maintained contact. Toggle handle, side and back wired.
 - 2. Manufacturers:
 - a. Hubbell HBL1221
 - b. Leviton 1221-2
 - c. Pass & Seymour PS20AC1
 - d. Cooper AH1221
- F. SW-3W; Three-way Switch:
 - 1. Single throw, 120/277 volt, 20 amp. Toggle handle, side and back wired.
 - 2. Manufacturers:
 - a. Hubbell 1223
 - b. Leviton 1223-2
 - c. Pass & Seymour PS20AC3
 - d. Cooper AH1223

- G. SW-4W; Four-way Switch:
 - 1. Single throw, 120/277 volt, 20 amp. Toggle handle, side and back wired.
 - 2. Manufacturers:
 - a. Hubbell 1224
 - b. Leviton 1224-2
 - c. Pass & Seymour PS20AC4
 - d. Cooper AH1224
- H. SW-O; Dual Technology Automatic Sensor with Wall Switch (Standalone):
 - 1. Wall switch with manual on/auto/off. 120/277 VAC load rating of 0-800 W for ballast, LED or tungsten. 5-, 15-, 20-minute adjustable OFF delay. Dual technology ultrasonic/acoustic and PIR coverage of minor motion in 12' x 15' pattern and occupancy detection in area based on half-step walking motion. Sensitivity adjustments separate for each sensing technology.
 - 2. Manufacturers:
 - a. Watt Stopper DW-300 Series
 - b. Hubbell LHMTS
 - c. Leviton ODSMT Series
 - d. Sensor Switch WSX-PDT SA Series (acoustic approved when listed in above description)
 - e. Cooper OWN Series
- I. SW-D; Dimmer (Standalone):
 - 1. Contractor / vendor to provide dimmer based on rating required, compatible with wiring, lighting load being controlled. Verify compatibility with luminaire prior to light control prior to purchase and installation.
 - 2. Electronic Driver Dimmer, 120 or 277 volt per application, 0-10 V control, decora style linear slide operator with positive off, IEC 60629 compliant. Mounted in dedicated backbox.
 - a. Manufacturers: Compatible with Luminaire Driver
- J. SW-D3; Dimmer Three-Way (Standalone)
 - 1. Contractor / vendor to provide dimmer based on rating required, compatible with wiring, lighting load being controlled. Verify compatibility with luminaire shop drawings prior to light control prior to purchase and installation. Three-way dimming with S3 three-pole toggle switch configuration.
 - 2. Electronic Driver Dimmer, 120 or 277 volt per application, 0-10 V control, decora style linear slide operator with positive off, IEC 60629 compliant. Mounted in dedicated backbox.
 - a. Manufacturers: Compatible with Luminaire Driver
- K. SW-OC-# and SW-VC-#; Automatic Sensors (Standalone):
 - 1. Combination Devices: Subscripts identify combination type devices when applicable. The contractor shall provide the combination device or provide multiple device(s) to meet the functionality when the manufacturer does not offer the required functionality with a single device. Manufacturer verified layouts shall include a 20% overlap of coverage patterns.
 - 2. Subscripts: Subscripts are used to define the device type.
 - a. Blank (or D) = Dual Technology
 - b. A = Ultrasonic two-sided corridor coverage
 - c. U = Ultrasonic 360 degree coverage

3. General Description: Wall- or ceiling-mounting, solid-state units with a separate power supply/relay unit.
 - a. Operation - Occupancy: Occupancy sensors turn lights 'on' when covered area is occupied and turn lights 'off' with a time delay when unoccupied, unless otherwise indicated.
 - b. Operation - Vacancy: Vacancy sensors require a manual switch operation to turn lights 'on' with a time delay when occupied to turn lights 'off'.
 - c. Time Delay 'Off': Field adjustable with a minimum range of 1-20 minutes.
 - d. Sensor Output: Contacts rated to operate the connected relay, complying with UL 773A. Sensor shall be powered from the relay unit.
 - e. Relay Unit: Dry contacts rated for 20 A ballast load at 120 and 277 VAC, for 13-amp tungsten at 120 VAC, and for 1 hp at 120 VAC. Power supply to sensor shall be 24 V dc, 150-mA, Class 2 power source as defined by Electrical Code.
 - f. Mounting:
 - 1) Sensor: Suitable for mounting in any position on a standard outlet box.
 - 2) Relay: Externally mounted through a 1/2-inch knockout in a standard electrical enclosure. Mount relay above accessible ceiling near entry door to room or area.
 - 3) Time Delay and Sensitivity Adjustments: Recessed and concealed.
4. Indicator: LED to show when motion is being detected during testing and normal operation of the sensor.
5. Bypass Switch: Override the on function in case of sensor failure.
6. Power Supply and Child Packs: Provide as required for sensor quantity and switching scheme. Mount to standard 1/2" knockout on electrical box above accessible ceiling near entry door to room or area. Sensor power shall be from emergency circuit if emergency lighting is in the area.
7. Detection Coverage (Room): Detect occupancy anywhere in an area based on hand motion.
8. Detection Coverage (Corridor): Detect occupancy based on a half-step motion.
 - a. (A); Ultrasonic Two-Sided Corridor Coverage Automatic Sensor: Frequency greater than 32 KHz solid state, adjustable sensitivity and time delay, integral isolated relay contact, temperature and humidity resistant receivers. Sensor shall control all circuits in area, unless noted otherwise.
 - 1) Manufacturers:
 - a) Watt Stopper WT-2250 Series
 - b) Hubbell OMNI-US or ATU Series
 - c) Cooper OAC-U Series
 - b. Blank (or D); Dual Technology 360 Degree Coverage Automatic Sensor: Combination of PIR and ultrasonic or acoustic detection methods in area of coverage. Particular technology or combination of technologies that controls on and off functions shall be selectable in the field by operating controls on unit. Frequency greater than 40 KHz. Dual sensing verifications (requires both technologies to activate), either technology maintains on status. Integrated ambient light level sensor (2 to 200 FC range), adjustable sensitivity and time delay, integrated isolated relay contact. Sensor shall control all circuits in area, unless noted otherwise.
 - 1) Manufacturers:
 - a) Watt Stopper DT 300/200 Series

- b) Hubbell OMNI-DT2000 / LODTRP / ATD2000C Series
 - c) Cooper OAC-DT Series
 - d) Leviton OSC-MOW / OSM12 Series
 - e) Sensor Switch CM PDT 10 / WvpDT 16 series (acoustic)
- c. (U); Ultrasonic 360 Degree Coverage, Ceiling Mounted, Automatic Sensor: Detect occupancy by sensing a change in pattern of reflected ultrasonic energy in area of coverage. 20' x 20' Hand Motion Coverage Pattern. Frequency greater than 32 KHz solid state, adjustable sensitivity and time delay, integral isolated 1-amp relay contact, temperature and humidity resistant receivers. Sensor shall control all circuits in area, unless noted otherwise.
- 1) Manufacturers:
 - a) Watt Stopper WT-1100 Series
 - b) Hubbell OMNI-US or ATU Series
 - c) Leviton OSC Series
 - d) Cooper OAC-U Series

2.05 AUTOMATIC LOAD CONTROL RELAY (ALCR)

- A. **ALCR20;** Automatic Load Control Relay ALCR, 120/277 volt, dry/damp listed, 32F to 113F operating temperature, plenum NEMA 1 rated, test button with visual indicator, remote test and fire alarm control, UL924 listed latest edition, Electrical Code Article 700 compliant.
- 1. Rating:
 - a. 20 amp (16 A permitted) LED driver and ballast.
 - 2. Lighting Control Coordination: Provide ALCR device compatible with designated lighting zone controls. Example: switched, 0-10 volt dimming, DALI control, 2 wire dimming, or DMX.
 - 3. Operation:
 - a. ALCR device shall allow the same local lighting control devices to control both the normal lights and emergency designated lighting. Devices that require separate local lighting controls for the normal and designated emergency lighting are NOT allowed.
 - b. ALCR device shall monitor the normal power circuit and shunt/bypass the local lighting controls upon loss of power, remote test switch, or fire alarm override to provide full lumen output for designated emergency lighting.
 - c. ALCR device shall return designated emergency lighting to local lighting control after a 15-minute delay upon return of normal power or remote test/fire alarm override release.
 - d. Equivalent Facilitation and Performance: A limitation of equivalent comparable products may require some of the required functions of the ALCR device to be provided by an alternative component of the lighting control system. The following functions may be performed by alternative components of the lighting control system when the device is listed for the required function and compatible with the lighting control system:
 - 1) Remote test switch / fire alarm override interface.
 - 2) The 15-minute time delay upon return of normal power or remote test/fire alarm override release.

- e. Accessory - Remote Test Switch: Provide a remote button test switch. The test switch shall be a single gang type switch compatible with the ALCR device and allow the remote fire alarm override to function.
 - 1) Test Switch Mounting:
 - a) Finished Spaces (ceiling height 10 feet or less): Flush mount device in finished ceiling adjacent to one of the emergency lights.
 - b) Option: ALCR device(s) with a test button, visual indicator, and flush mounting plate may be installed in the location of the remote test switch in lieu of providing a separate remote test switch.
- 4. Manufacturers:
 - a. LVS Controls EPC-2 (switched)
 - b. LVS Controls EPC-2-D Series (0-10V dimming)
 - c. Iota ETS-20 (switched)
 - d. Iota ETC-20-DR (0-10V dimming)
 - e. Myers Emergency Power Systems RLY-SW-2 (switched)
 - f. Myers Emergency Power Systems RLY-DIM-2D (0-10V dimming)
 - g. Nine24 Inc ELCR-R (switched)
 - h. Nine24 ELCR-Z10 (0-10V dimming)
 - i. Lighting control manufacturer

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are ready to receive work.
- B. Verify field dimensions and coordinate physical size of all equipment with the architectural requirements of the spaces into which they are to be installed. Allow space for adequate ventilation and circulation of air.
- C. Verify that required utilities are available, in proper location, and ready for use.
- D. Beginning of installation means installer accepts existing conditions.

3.02 INSTALLATION

- A. Install in accordance with manufacturer's instructions and approved shop drawings.
- B. All wiring shall be installed in conduit. Class II low voltage control wiring may be open wiring and shall maintain 6 inch spacing from electronic ballast and other RF/EMI sources.
- C. Low Voltage Cabling (less than 100 volts): Low voltage lighting control cabling shall be plenum listed. Low voltage cables in non-accessible areas shall be installed in conduit. Low voltage lighting control cable may be installed without conduit in accessible areas using the following types of cable supports. Cable support types/systems shall comply with the warranty requirements of the low voltage cable manufacturer.
 - 1. J-hooks; batwing type.
 - 2. Bridle rings with saddle supports.
 - 3. Low voltage cable batwings supported by independent luminaire support systems (luminaire support cabling); use of batwings on ceiling support systems not allowed.
 - 4. Listed cable ties. Low voltage cabling secured to exterior of luminaire power raceway.
- D. All branch load circuits shall be live tested before connecting the loads to the lighting control panel.
- E. Lighting Control Station Wiring: Provide the grounded (neutral) conductor portion of the branch circuit with the line voltage phase conductors at each lighting control station.

- F. Lighting Control Panel Directories: Provide a typewritten directory for each lighting control panel indicating relay/dimmer and description of load controlled.

3.03 INTEGRATION WITH OTHER SYSTEMS

- A. The Room-Based lighting control system interacts, is controlled by, or controls the following other systems per the design documents and lighting sequence of operations descriptions. The contractor shall provide the necessary communication gateways, relays, cabling, and programming to interact with the following systems.

1. Fire Alarm and Automatic Detection System

3.04 BRANCH CIRCUIT POWER WIRING FOR CONTROLLERS

- A. Branch circuit power for the following lighting control system components shall be provided from the following branches. Lighting control power shall originate from the same branch circuits serving the controlled luminaires:

1. Lighting Control System (Physical Server, Central Station, or Cloud-based Access): Emergency (Electrical Code Article 700)
2. Room controllers, lighting control power supplies, devices, components, and accessories when an associated (ALCR) device is applicable to the lighting control sequence of operation: Emergency (Electrical Code Article 700)
3. The contractor shall coordinate the branch circuit power source required with the Engineer when required for unique lighting control system devices, components, and accessories.

3.05 LOW VOLTAGE LIGHTING CONTROL CABLING

- A. Control Cable Raceway Routing: Class II low voltage control wiring may be open wiring, independently supported, and shall maintain 150 mm (6 inch) spacing from luminaire drivers and other RFI/EMI sources.
- B. Control Cabling Installed with Line Voltage Wiring: When low voltage control cabling is installed with line-voltage wiring, the control wiring shall be, copper conductors, minimum 16 AWG or per manufacturer, with cable insulation equal to the line-voltage rating (voltage, temp rating, etc.) and comply with Specification Section 260513 "Wire and Cable."
- C. Splices and Taps: Tapping or wire trap connectors shall be used to splice all Class 1 and Class 2 control wiring. Twist-on, wire-nut type connectors are not allowed.

3.06 AUTOMATIC LOAD CONTROL RELAYS (ALCR20)

- A. Field install per manufacturer requirements.
- B. Remote Test Switch: Provide connection to remote test switch.
- C. Fire Alarm Override: Provide connection to addressable fire alarm relay.

3.07 SUPPORT SERVICES

- A. System Startup:
 1. Manufacturer shall provide factory authorized technician to confirm proper installation and operation of all system components.
- B. Pre-Program, Testing, Training Coordination:
 1. The construction documents and sequence of operations define the original design intent of the lighting controls as coordinated between the owner and the design team. The definition of the scope is intended to identify the hardware and programming flexibility required prior to programming, system testing, and owner training.
 2. The final system programming, control station labels, scene presets, dimmer presets, dimmer range limits, fade times, etc. are subject to on site coordination between the design team, owner, contractor, and manufacturer. Contractor/manufacturer programming of the system prior to an onsite coordination with the owner and design team shall not be considered final programming nor commissioning.

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3. The contractor shall document onsite requested changes and update operation and maintenance manuals to match final programming.
- C. Testing:
1. System shall be completely functional tested by a factory-authorized technician. All loads shall be tested live for continuity and freedom from defects, and all control wiring shall be tested for continuity and connections prior to energizing the system components.
 2. Programming of initial zones, schedules, lighting levels, control station groups, and sensor settings shall be performed by a factory-authorized technician. Lighting Control Sequence of Operation shall serve as a basis for programming. However, all final decisions regarding groups and schedules shall be at the direction of the Owner. The following procedures shall be performed at a minimum:
 - a. Confirm automatic sensor placement, sensitivity, and time delay settings to meet specified performance criteria.
 - b. Confirm daylight sensor placement, sensitivity, deadband, and delay settings to meet specified performance criteria.
 - c. Confirm that schedules and time controls are configured to meet specified performance criteria and Owner's operating requirements.
 - d. Confirm control station labeling, presets, switch labels, and scenes.
 3. Verify occupancy/vacancy and daylight sensor operation is correct after furniture and equipment is installed in each area. Make adjustments to sensor settings and time delays to allow proper operation.
 4. Verify occupancy/vacancy sensors are located to provide complete coverage for the area served with no nuisance switching.
 - a. Relocate sensors or provide additional sensors as necessary to provide adequate coverage.
 - b. Mask occupancy/vacancy sensors where necessary to prevent nuisance switching from adjacent areas.
- D. Documentation:
1. Manufacturer shall provide system documentation including:
 - a. Drawings for each panel showing hardware configuration and numbering.

3.08 SYSTEM COMMISSIONING

- A. Contractors' tests shall be scheduled and documented in accordance with the commissioning requirements. Refer to Section 010900, General Commissioning, for further details.
- B. Mask sensors where necessary to prevent nuisance switching from adjacent areas.
- C. System verification testing is part of the commissioning process. Verification testing shall be performed by the Contractor and witnessed and documented by the Commissioning Agent. Refer to Section 010900, General Commissioning, for system verification tests and commissioning requirements.
- D. Training of the Owner's operation and maintenance personnel is required in cooperation with the Owner's Representative. The instruction shall be scheduled in coordination with the Owner's Representative after submission and approval of formal training plans. Refer to Section 010900, General Commissioning, for Contractor training requirements.

END OF SECTION 260933

**SECTION 262723
INDOOR SERVICE POLES**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Indoor service poles

1.02 REFERENCES

- A. NEMA WD 1 - General Requirements for Wiring Devices

1.03 SUBMITTALS

- A. Submit product data under provisions of Section 260500.
- B. Indicate materials, finishes, receptacle and connector configuration, and attachment details.

PART 2 - PRODUCTS

2.01 INDOOR SERVICE POLES (PP-1, PP-2)

- A. Indoor Service Pole (PP-1, PP-2): Free standing surface metal raceway section with fittings, with integral pre-wired convenience receptacles and separate raceway for tele/data cable. Verify length with ceiling height to extend above accessible ceilings.
- B. Material (PP-1, PP-2): Aluminum main body and coverplates.
- C. Finish (PP-1, PP-2): As selected by the Architect.
- D. Convenience Receptacles (PP-2): NEMA WD 1; Type 5-20R configuration, one per pole. Pre-wired receptacle with No. 12 AWG copper conductor to outlet box attached to pole top, above ceiling. Leave 6-inch leads.
- E. Power Raceway (PP-1, PP-2): Adequate for two (2) circuits with No. 12 AWG copper conductors.
- F. Knockouts (PP-1): Field punch knockouts on poles for furniture feeds.
- G. Tele/Data Wiring Raceway (PP-1, PP-2): Adequate for six (6) Cat 6 data cables. Include full size opening at top of pole. Provide knockouts at 6" inches above floor for mounting two (2) decorative style covers.
- H. Tele/Data Receptacle (PP-2): Provisions to install one (1) RJ-45 receptacle.
- I. Top Clamp (PP-1, PP-2): Concealed above ceiling, minimum 6" above finished ceiling suitable for securing pole to inverted "T" grid suspension member. Include trim plate to enclose openings cut in ceiling panel.
- J. Foot (PP-1, PP-2): Suitable for positive anchoring to carpet floor, unless otherwise indicated on the drawings.
- K. Manufacturers:
 - 1. Wiremold 25DTP series, AMDTC series
 - 2. Hubbell HBLPP1 series
 - 3. Thomas & Betts PP1 series

PART 3 - EXECUTION

3.01 EXAMINATION

- A. Verify that installation of ceiling suspension system and other work above finished ceiling are completed.

3.02 INSTALLATION

- A. Neatly cut openings in ceiling panels.
- B. Attach foot and top clamp in accordance with manufacturer's instructions.
- C. Install trim plate to enclose ceiling panel opening.
- D. Install poles plumb.
- E. Adjust installation of service pole to suit final partition and furniture locations.
- F. Provide nameplate identification per Section 260553.
- G. Test receptacles for proper polarity, ground continuity, and compliance with requirements. Refer to Section 262726 for additional information.

END OF SECTION 262723

SECTION 262726
WIRING DEVICES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Device plates and box covers
- B. Receptacles (REC-#)

1.02 RELATED SECTIONS

- A. Section 260933 - Lighting Control Systems.

1.03 QUALITY ASSURANCE

- A. Provide similar devices from a single manufacturer.
- B. Electrical Components, Devices, and Accessories: Listed and labeled as defined in the Electrical Code, by a testing agency to Authorities Having Jurisdiction and marked for intended use.
- C. Comply with the Electrical Code.

1.04 REFERENCES

- A. FS W-C-596 - Electrical Power Connector, Plug, Receptacle, and Cable Outlet
- B. NEMA WD 1 - General Color Requirements for Wiring Devices
- C. NEMA WD 6 - Wiring Devices - Dimensional Requirements
- D. NFPA 70 - National Electrical Code (NEC)
- E. UL 498 - Standard for Attachment Plugs and Receptacles
- F. UL 943 - Standard for Ground Fault Circuit Interrupters

1.05 SUBMITTALS

- A. Submit product data under provisions of Section 260500.
- B. Provide product data showing configurations, finishes, dimensions, and manufacturer's instructions.

1.06 COORDINATION

- A. Receptacles for Owner Furnished Equipment: Match plug configurations.
- B. Cord and Plug Sets: Match equipment requirements.
- C. Coordinate installation of receptacle assemblies in furniture with the Contractor providing the furniture. Contractor shall coordinate penetrations and conduit routing in furniture with drawings and other obstacles below the installation surface.

PART 2 - PRODUCTS

2.01 DEVICE COLOR

- A. All switch, receptacle, and outlet colors shall be ivory, unless indicated otherwise.

2.02 COVERPLATES

- A. All switches, receptacles, and outlets shall be complete with the following:
 - 1. #302 stainless steel coverplates in finished spaces where walls are finished.
 - 2. #302 stainless steel coverplates in unfinished spaces for flush boxes.
 - 3. Galvanized steel coverplates in unfinished spaces for surface mounted boxes.
- B. Where several devices are ganged together, the coverplate shall be of the ganged style for the number of devices used.
- C. Install nameplate identification as indicated in Section 260553.
- D. Plate securing screws shall be metal with head color matching the wall plate finish.

2.03 RECEPTACLES

- A. Refer to Electrical Symbols List for device type.
- B. REC-DUP: NEMA 5-20R Duplex Receptacle:
 - 1. Spec Grade: 125-volt, 20 amp, 3-wire grounding type with impact resistant thermoplastic face and brass back strap.
 - a. Manufacturers:
 - 1) Hubbell 5352
 - 2) Leviton 5362-S
 - 3) Pass & Seymour 5362
 - 4) Cooper 5362
- C. REC-DUP-GFI: NEMA 5-20R Ground Fault Duplex Receptacle:
 - 1. Standard Grade: 125-volt, 20 amp, 3-wire grounding type with test and reset buttons in impact resistant thermoplastic face, listed.
 - a. Device shall perform self-test of GFCI circuitry in accordance with UL 943.
 - b. Manufacturers:
 - 1) Hubbell GF20L
 - 2) Leviton GFNT2
 - 3) Pass & Seymour 2097
 - 4) Cooper SGF20
- D. REC-QUAD: NEMA 5-20R Double Duplex Receptacle:
 - 1. Consists of two duplex receptacles, double gang box, plaster ring and faceplate.
 - a. Manufacturers:
 - 1) Refer to Duplex Receptacle above.
- E. Back wired devices shall be complete with eight holes that are screw activated with metal clamps for connection to #12 or #10 copper conductors.
- F. Side wired devices shall have four binding screws that are undercut for positive wire retention.
- G. Ground fault circuit interrupter (GFCI) receptacles shall be listed and comply with UL 943 requiring increased surge immunity, improved corrosion resistance, improved resistance to false tripping and diagnostic indication for miswiring if the line and load conductors are reversed during installation.

2.04 FLOOR BOXES

- A. Cover Color and Style: Verify with Architect from standard manufacturer options.
- B. Refer to Technology drawings for voice/data, Audio/Video outlet, and coordination requirements.
- C. Floor Boxes Housing Material Based on Cast-in-Place Floor Type:
 - 1. Slab on Grade: Cast Iron non-metallic PVC; corrosion resistant.
 - 2. Elevated Slab: Cast Iron, non-metallic PVC
 - 3. Raised Access Floor, Cast-in-Place, or Access Floor Panels: Stamped steel.
 - 4. Wood Floor, not Cast-in-Place: Stamped steel and rated for wood floor application.

- D. FB-#: Square or Rectangular (Standard):
1. Floor Box, square or rectangular, square/rectangular flush-mounted hinged cover with flange, provide complete with appropriate outlet cover plates and hardware, for use with 3-inch minimum concrete pour floors, fully adjustable.
 2. Gang / Outlet Descriptions:
 - a. 125 Volt, 20 amp, NEMA 5-20R duplex receptacle with 3/4-inch conduit.
 - b. Voice/Data outlet with 1-inch conduit.
 3. Manufacturers:
 - a. Cast:
 - 1) Hubbell B#### Series
 - 2) Legrand Wiremold 880 Series
 - 3) ABB Steel City 640 / 840 Series
 - b. Non-Metallic PVC:
 - 1) Hubbell
 - 2) Legrand Wiremold 880 Series
 - 3) ABB Steel City 640 Series
 4. Installation: Group route raceway conduits under slab on grade or in elevated slab to nearest wall. Route conduits to nearest wall or as shown on drawings. Extend conduit to a location above the finished accessible ceiling. Provide hub reducers when applicable.

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Install convenience receptacles at elevations indicated in the General Installation Notes on the contract drawings.
- B. Install specific-use receptacles at heights shown on the contract drawings. Install devices level, plumb, and square with building lines. Coordinate installation of adjacent devices of separate systems with common mounting heights, including lighting, power, systems, technology, and temperature control device rough-ins.
- C. Ground Fault Protection: Provide ground fault protection for all branch circuit breakers serving 120/208 receptacles and electrical outlets rated 50 amps or less single-phase and 100 amps or less three-phase in the following locations, as shown on drawings, or required by adopted code:
 1. Bathrooms, locker rooms, shower rooms, and laundry areas.
 2. Interior/Exterior locations subject to damp/wet conditions.
 3. When located within 6 feet of sinks, bathtubs, and shower stalls.
 4. Plug-and-cord receptacles when the utilization appliance is located within 6 feet of a sink edge.
 5. Specific Appliances: Auto vacuum machines, water drink/bottle fill coolers, water pressure spraying machines, tire inflation machines, vending machines, sump pumps, dishwashers, electric ranges, ovens, clothes dryers, microwave ovens.
- D. Install receptacles vertically with ground slot up or where indicated on the drawings, horizontally with ground slot to the left.
- E. Install decorative plates on switch, receptacle, and blank outlets in finished areas, using jumbo size plates for outlets installed in masonry walls.
- F. Install galvanized steel plates on outlet boxes and junction boxes in unfinished areas, above accessible ceilings, and on surface-mounted outlets.

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- G. Install devices and wall plates flush and level.
- H. Install nameplate identification to receptacle cover plates indicated. Identification shall identify panel name and circuit number. Refer to Specification Section 260553 - Electrical Identification.
- I. Test receptacles and modular wiring connectors for proper polarity, ground continuity and compliance with requirements.

END OF SECTION 262726

**SECTION 265119
LED LIGHTING****PART 1 - GENERAL****1.01 SECTION INCLUDES**

- A. Interior luminaires and accessories
- B. LED emergency lighting units
- C. Emergency exit signs

1.02 RELATED SECTIONS

- A. The lighting system design includes a combination of luminaire sources, lighting control components, programming sequences, and supplementary components for building and energy code compliance. The design uses performance-based specifications for portions of the lighting system to account for the limitation of comparable product solutions available by competitive manufacturers. The Contractor shall reference related specification sections, plans, schedules, and details prior to submitting pricing, submittals, and installation. The Contractor shall coordinate system component compatibility among various manufacturers and suppliers for a turnkey lighting system. Referenced sections include, but are not limited to, the following:
 - 1. 26 09 33 Lighting Control Systems
 - a. Automatic load control relay (ALCR) (individual luminaire - integral) (ALCR3)
 - 2. Electrical drawings: Plans, luminaire schedules, lighting control sequence of operations, diagrams, and details.

1.03 REFERENCES

- A. ANSI C82.16 - Light-Emitting Diode Drivers - Method of Measurement
- B. NFPA 70E - National Electrical Safety Code
- C. NEMA SSL1 - Electronic Drivers for LED Devices, Arrays or System
- D. UL 8750 - Light Emitting Diode (LED) Equipment for use in Lighting Products
- E. LM-80 - Measuring Luminous Flux and Color Maintenance of LED
- F. UL 924 - Standard for Emergency Lighting and Power Equipment

1.04 SUBMITTALS

- A. Submit product data under provisions of Section 260500.
- B. Basic Requirements of Submittal:
 - 1. Submit product data sheets for luminaires, LED light engines, drivers and poles. Include complete product model number with all options as specified. Submittal shall be arranged with luminaires listed in ascending order, and with each luminaire's, LED light engine, driver, or pole information following luminaire's product data. Failure to organize submittal in this manner will result in the submittal being rejected.
 - 2. Submit lens product data, dimensions and weights if not included in product data sheet submittal.
- C. LED Lighting - Control Compatibility Submittal:
 - 1. Submit lighting control capability data for each LED luminaire. The submittal shall clearly identify device data proposed by the Contractor and approved by the luminaire manufacturer for dimming, switching, addressable, wireless, and similar control characteristics.

1.05 EXTRA STOCK

- A. Provide extra stock under provisions of Section 260500.
- B. Exit Signs: Provide 1 additional exit sign luminaires complete with labor, conduit, and wire. Additional exit luminaires shall be located per the Architect/Engineer or provided as attic stock when a location is not defined prior to Owner occupancy. When multiple exit signs are scheduled, the quantity listed above shall represent each type listed.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site. Store and protect under provisions of Section 260500.
- B. Protect luminaire finishes, lenses, and trims from damage during storage and installation. Do not remove protective films until construction cleanup within each area is complete.

1.07 WARRANTY

- A. The warranty period begins at the date of Substantial Completion.
- B. LED Light Engines and Drivers:
 - 1. LED Drivers and Dimming Drivers: Five (5) years
 - 2. Light Emitting Diode (LED) Light Engines: Five (5) years
- C. Emergency Lighting Units and Exit Signs:
 - 1. Emergency Lighting Units: Three (3) year, non-prorated
 - 2. Exit Signs: Three (3) year, non-prorated
 - 3. Emergency Unit and Exit Sign Battery: Sealed lead acid or lead calcium cell, requiring no maintenance or replacement for ten (10) years under normal conditions.
- D. Automatic Load Control Relay (ALCR): Five (5) year

1.08 REGULATORY REQUIREMENTS

- A. Conform to NFPA 101 for installation requirements.

PART 2 - PRODUCTS**2.01 INTERIOR LUMINAIRES AND ACCESSORIES - GENERAL**

- A. Lensed Troffers: Provide hinged frames with latches and 0.125-inch thick virgin acrylic lenses. Prismatic lenses shall have depth of no less than 0.080", KSH12 or equal. Other lenses as scheduled.
- B. Recessed Luminaires: Confirm ceiling and wall type and furnish trim and accessories necessary to permit proper installation in each system. Where fire-rated ceiling or wall assemblies are specified, furnish and install listed enclosures around luminaires that maintain the system rating.
- C. Painted reflector surfaces shall have a minimum reflectance of 90%.
- D. All painted components shall be painted after fabrication.

2.02 LED EMERGENCY LIGHTING UNITS

- A. Self-Powered Emergency Lighting Units: One-piece, self-contained unit with sealed, maintenance-free nickel cadmium battery, automatic charger and electronic circuitry. Relay automatically energizes lamp from battery when circuit voltage drops to 80 percent of nominal voltage or below. When normal voltage is restored, relay disconnects lamps from battery, and battery is automatically recharged and floated on charger.
- B. Battery: Maintenance free lead calcium type, with 90 minute capacity to supply the connected lamp load.
- C. Charger: Dual-rate solid state current charger, capable of maintaining the battery in a full-charge state during normal conditions, and capable of recharging discharged battery to full charged within 168 hours. Low voltage disconnect to prevent deep discharge of battery.
- D. LED Lamp Wattage: As scheduled on luminaire schedule.

- E. Remote Lamps: Match LED lamps on unit.
- F. Provide test switch to transfer unit from normal supply to battery supply.
- G. Electrical Connection: Knockout for conduit connection.
- H. Unit Voltage: Refer to luminaire schedule volts, AC.

2.03 EMERGENCY EXIT SIGNS

- A. Self-Powered Exit Signs: Stencil face, 6-inch high letters, directional arrows as indicated, universal mounting type as indicated on the drawings. One-piece, self-contained unit with sealed, maintenance-free nickel cadmium battery, test switch, AC ON pilot light, automatic charger, and electronic circuitry. Power failure relay automatically energizes lamp from battery when circuit voltage drops to 80 percent of nominal voltage or below. When normal voltage is restored, relay disconnects lamps from battery, and battery is automatically recharged and floated on charger.
- B. Directional Indicators: The directional indicator for exit signage shall be of a chevron type meeting all requirements of NFPA 101.

PART 3 - EXECUTION

3.01 INSTALLATION

- A. Securely fasten luminaires to the listed and labeled ceiling framing member by mechanical means such as bolts, screws, rivets or listed clips identified for use with the type of ceiling framing members. The architectural ceiling framing system may be used in lieu of independent support with prior written approval by the ceiling system manufacturer and Authority Having Jurisdiction (AHJ). Luminaires and wiring installed in fire-rated ceiling assemblies shall be independently supported for all applications.
 - 1. Install recessed flanged luminaires to permit removal from below. Use manufacturer-supplied plaster frames and swing gate supports. Provide independent support as follows:
 - a. Luminaires less than 56 lbs: Provide a minimum of two (2) #12 gauge suspended ceiling support wires located on diagonal corners of the luminaires.
 - b. Luminaires 56 lbs or greater: Provide a minimum of four (4) #12 gauge suspended ceiling support wires located on diagonal corners of the luminaires. Support luminaire independent of the ceiling system.
 - c. Luminaires larger than eight square feet (8 ft²): Support luminaire independent of the ceiling system.
- B. Do not fasten luminaire supports to piping, ductwork, mechanical equipment, or conduit, unless otherwise noted. Support wires shall be tightly wrapped (minimum of three turns within 3 inches of the connection) and sharply bend to prevent vertical movement.
- C. Support suspended or pendant mounted luminaires independent of ceiling grid with adjustable stainless steel aircraft cables or per luminaire schedule mounting requirements. Suspension assembly and anchors shall be capable of supporting 300 pounds dead load at each suspension point.
- D. Support wire used to independently support luminaires, raceways, and wiring systems shall be distinguishable from ceiling support systems by color (field paint), tagging or equivalent means.
- E. Recessed luminaires and other optical accessories shall remain in protective wraps or films until construction in area is complete and area has been cleaned.

3.02 CONSTRUCTION USE OF PROJECT LUMINAIRES

- A. The Contractor shall provide temporary construction lighting per the requirements of Division 1.
- B. The project luminaires shown on the construction documents shall not be used for temporary construction purposes without providing a plan for Owner approval that addresses energy and luminaire operating hours.

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3.03 AUTOMATIC LOAD CONTROL RELAYS

- A. Factory or field installation per manufacturer requirements.
- B. Fire Alarm Override: Provide connection to addressable fire alarm relay.

3.04 EMERGENCY LIGHTING UNITS AND EXIT SIGNS

- A. Install units plumb and level.
- B. Aim directional lamp heads as directed.
- C. Test emergency lighting equipment for 60 minutes to determine proper operation, prior to Substantial Completion. Provide electronic copy of periodic test log form to Owner's Representative. Explain and instruct Owner's Representative of requirements for testing and maintenance. Refer to latest adopted NFPA 101 for testing and logging requirements.

3.05 RELAMPING

- A. Replace failed LED light engine modules or arrays at completion of work.

3.06 ADJUSTING AND CLEANING

- A. Align luminaires and clean lenses and diffusers at completion of work. Clean paint splatters, dirt, and debris from installed luminaires.
- B. Touch up luminaire and pole finish at completion of work.

3.07 LUMINAIRE SCHEDULE

- A. As shown on the drawings.

END OF SECTION 265119

SECTION 270500

BASIC COMMUNICATIONS SYSTEMS REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Basic Communications Systems Requirements specifically applicable to Division 27 sections, in addition to Division 1 - General Requirements.
- B. All materials and installation methods shall conform to the applicable standards, guidelines and codes referenced herein and within each specification section.

1.02 SCOPE OF WORK

- A. The Contractor shall furnish and install all new materials as indicated on the drawings, and/or in these specifications, and all items required to make the portion of the Communications Work a finished and working system.
- B. All work will be awarded under a single General Contract. The division of work listed below is for the Contractor's convenience and lists normal breakdown of the work.
- C. Description of Systems include, but are not limited to, the following:
 - 1. Complete Structured Cabling System including, but not limited to:
 - a. Cabling pathways.
 - 2. Removal/demolition work and/or relocation and reuse of existing systems and equipment.
 - 3. Low Voltage Communications Wiring (less than +120VAC) as specified and required for proper system control and communications.
 - 4. All associated electrical backboxes, conduit, miscellaneous cabling, and power supplies required for proper system installation and operation as defined in the "Suggested Matrix of Scope Responsibility".

1.03 OWNER FURNISHED PRODUCTS

- A. Horizontal Cabling, Security systems and Cabling, Monitors, switches, Wireless access points

1.04 WORK SEQUENCE

- A. All construction work that will produce excessive noise levels and interference with normal building operations, as determined by the Owner, shall be scheduled with the Owner. It may be necessary to schedule such work during non-occupied hours. The Owner shall reserve the right to set policy as to when restricted construction hours will be required.
- B. Itemize all work and list associated hours and pay scale for each item.

1.05 ALTERNATES

- A. Sound Masking System - Add Alternate #2.

1.06 DIVISION OF WORK BETWEEN ELECTRICAL AND COMMUNICATIONS CONTRACTORS

- A. Division of work is the responsibility of the Prime Contractor. Any scope of work described in the contract document shall be sufficient for including said requirement in the project. The Prime Contractor shall be solely responsible for determining the appropriate subcontractor for the described scope. In no case shall the project be assessed an additional cost for scope that is described in the contract documents. The following division of responsibility is a guideline based on typical industry practice.
- B. Definitions:
 - 1. "Electrical Contractor" as referred to herein refers to the Contractors listed in Division 26 of this Specification.

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2. "Electrical Contractor" shall also refer to the Contractor listed in Division 27 of this specification when the "Suggested Matrix of Scope Responsibility" indicates the work shall be provided by the EC. Refer to the Contract Documents for the "Suggested Matrix of Scope Responsibility".
3. "Technology Contractor" as referred to herein refers to the Contractors listed in Division 27 of this Specification.
4. Low Voltage Technology Wiring: The wiring (less than 120VAC) associated with the Technology Systems, used for analog and/or digital signals between equipment.
5. Telecommunications/Technology Rough-in: Relates specifically to the backboxes, necessary plaster rings and other miscellaneous hardware required for the installation and mounting of the telecommunications/technology outlet. Rough-in shall include conduit from the information outlet backbox to above the lay-in ceiling. Where surface mounted backboxes are required, conduit shall be routed to above the lay-in ceiling.

C. General:

1. The purpose of these specifications is to outline typical Electrical and Technology Contractor's work responsibilities as related to technology systems including telecommunications rough-in, audio/visual systems rough-in conduit. The prime contractor is responsible for all divisions of work.
2. The exact wiring requirements for much of the equipment cannot be determined until the systems have been purchased and submittals are approved. Therefore, only known wiring, conduits, raceways, and electrical power as related to such items, is shown on the technology drawings. Other wiring, conduits, raceways, junction boxes, and electrical power not shown on the technology drawings but required for the successful operation of the systems shall be the responsibility of the Technology Contractor and included in the Contractor's bid.
3. Where the Electrical Contractor is required to install conduit, conduit sleeves and/or power connections in support of technology systems, the final installation shall not begin until a coordination meeting between the Electrical Contractor and the Technology Contractor has convened to determine the exact location and requirements of the installation.
4. This Contractor shall establish electrical and technology utility elevations prior to fabrication and installation. The Technology Contractor shall cooperate with the Electrical Contractor and the determined elevations in accordance with the guidelines below. This Contractor shall coordinate utility elevations with other trades. When a conflict arises, priority shall be as follows:
 - a. Lighting Fixtures
 - b. Gravity Flow Piping, including Steam and Condensate
 - c. Sheet Metal
 - d. Electrical Busduct
 - e. Sprinkler Piping and other Piping
 - f. Conduit and Wireway

D. Electrical Contractor's Responsibility:

1. Assumes all responsibility for all required conduit and power connections when shown on the "Suggested Matrix of Scope Responsibility" to be provided by the Electrical Contractor.
2. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

E. Technology Contractor's Responsibility:

1. Assumes all responsibility for the low voltage technology wiring of all systems, including cable support where open cable is specified.
2. Assumes all responsibility for all required backboxes, conduit and power connections not specifically shown as being provided by the Electrical Contractor on the "Suggested Matrix of Scope Responsibility."
3. This Contractor is responsible for coordination of utilities with all other Contractors. If any field coordination conflicts are found, the Contractor shall coordinate with other Contractors to determine a viable layout.

1.07 COORDINATION DRAWINGS

A. Definitions:

1. Coordination Drawings: A compilation of the pertinent layout and system drawings that show the sizes and locations, including elevations, of system components and required access areas to ensure that no two objects will occupy the same space.
 - a. Mechanical trades shall include, but are not limited to, mechanical equipment, ductwork, fire protection systems, plumbing piping, medical gas systems, hydronic piping, steam and steam condensate piping, and any item that may impact coordination with other disciplines.
 - b. Electrical trades shall include, but are not limited to, electrical equipment, conduit 1.5" and larger, pull boxes, transformers, raceway, busway, lighting, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - c. Technology trades shall include, but are not limited to, technology equipment, racks, conduit 1.5" and larger, pull boxes, raceway, ceiling-mounted devices, and any item that may impact coordination with other disciplines.
 - d. Maintenance clearances and code-required dedicated space shall be included.
 - e. The coordination drawings shall include all underground, underfloor, in-floor, in chase, and vertical trade items.
2. The contractors shall use the coordination process to identify the proper sequence of installation of all utilities above ceilings and in other congested areas, to ensure an orderly and coordinated end result, and to provide adequate access for service and maintenance.

B. Participation:

1. The contractors and subcontractors responsible for work defined above shall participate in the coordination drawing process.
2. One contractor shall be designated as the Coordinating Contractor for purposes of preparing a complete set of composite electronic CAD coordination drawings that include all applicable trades, and for coordinating the activities related to this process. The Coordinating Contractor for this project shall be the Mechanical Contractor.
 - a. The Coordinating Contractor shall utilize personnel familiar with requirements of this project and skilled as draftspersons/CAD operators, competent to prepare the required coordination drawings.
3. Electronic CAD drawings shall be submitted to the Coordinating Contractor for addition of work by other trades. IMEG will provide electronic file copies of applicable drawings for contractor's use if the contractor signs and returns an "Electronic File Transfer" waiver provided by IMEG. IMEG will not consider blatant reproductions of original file copies an acceptable alternative for coordination drawings.

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C. Drawing Requirements:

1. The file format and file naming convention shall be coordinated with and agreed to by all contractors participating in the coordination process and the Owner.
 - a. Scale of drawings:
 - 1) General plans: 1/4 Inch = 1'-0" (minimum).
 - 2) Mechanical, electrical, communication rooms, and including the surrounding areas within 10 feet: 1/2 Inch = 1'-0" (minimum).
 - 3) Shafts and risers: 1/2 Inch = 1'-0" (minimum).
 - 4) Sections of shafts and mechanical and electrical equipment rooms: 1/4 Inch = 1'-0" (minimum).
 - 5) Sections of congested areas: 1/2 Inch = 1'-0" (minimum).
2. Ductwork layout drawings shall be the baseline system for other components. Ductwork layout drawings shall be modified to accommodate other components as the coordination process progresses.
3. There may be more drawings required for risers, top and bottom levels of mechanical rooms, and shafts.
4. The minimum quantity of drawings will be established at the first coordination meeting and sent to the Architect/Engineer for review. Additional drawings may be required if other areas of congestion are discovered during the coordination process.

D. General:

1. Coordination drawing files shall be made available to the Architect/Engineer and Owner's Representative. The Architect/Engineer will only review identified conflicts and give an opinion but will not perform as a coordinator.
2. A plotted set of coordination drawings shall be available at the project site.
3. Coordination drawings are not shop drawings and shall not be submitted as such.
4. The contract drawings are schematic in nature and do not show every fitting and appurtenance for each utility. Each contractor is expected to have included in his/her bid sufficient fittings, material, and labor to allow for adjustments in routing of utilities made necessary by the coordination process and to provide a complete and functional system.
5. The contractors will not be allowed additional costs or time extensions due to participation in the coordination process.
6. The contractors will not be allowed additional costs or time extensions for additional fittings, reroutings or changes of duct size, that are essentially equivalent sizes to those shown on the drawings and determined necessary through the coordination process.
7. The Architect/Engineer reserves the right to determine space priority of equipment in the event of spatial conflicts or interference between equipment, piping, conduit, ducts, and equipment provided by the trades.
8. Changes to the contract documents that are necessary for systems installation and coordination shall be brought to the attention of the Architect/Engineer.
9. Access panels shall preferably occur only in gypsum board walls or plaster ceilings where indicated on the drawings.
 - a. Access to mechanical, electrical, technology, and other items located above the ceiling shall be through accessible lay-in ceiling tile areas.
 - b. Potential layout changes shall be made to avoid additional access panels.
 - c. Additional access panels shall not be allowed without written approval from the Architect/Engineer at the coordination drawing stage.

- d. Providing additional access panels shall be considered after other alternatives are reviewed and discarded by the Architect/Engineer and the Owner's Representative.
- e. When additional access panels are required, they shall be provided without additional cost to the Owner.
- 10. Complete the coordination drawing process and obtain signoff of the drawings by all contractors prior to installing any of the components.
- 11. Conflicts that result after the coordination drawings are signed off shall be the responsibility of the contractor or subcontractor who did not properly identify their work requirements or installed their work without proper coordination.
- 12. Updated coordination drawings that reflect as-built conditions may be used as record documents.

1.08 QUALITY ASSURANCE

- A. Telecommunications Structured Cabling System Standards:
 - 1. All work and equipment shall conform to the most current ratified version of the following published standards unless otherwise indicated that draft standards are to be followed:
 - a. ANSI/TIA-569-E - Telecommunications Pathways and Spaces
 - b. NFPA 70 (NEC) - National Electrical Code (Current Edition)
 - c. UL 444 - Standard for Safety for Communications Cable
- B. Refer to individual sections for additional Quality Assurance requirements.
- C. Qualifications:
 - 1. Only products of reputable manufacturers as determined by the Architect/Engineer will be acceptable.
 - 2. The Contractor shall be experienced in all aspects of this work and shall be required to demonstrate direct experience on recent systems of similar type and size.
- D. Compliance with Codes, Laws, Ordinances:
 - 1. Conform to all requirements of the State of Iowa Codes, Laws, Ordinances and other regulations having jurisdiction.
 - 2. Conform to all published standards of the State of Iowa.
 - 3. In the event there are no local codes having jurisdiction over this job, the current issue of the National Electrical Code shall be followed.
 - 4. If there is a discrepancy between the codes and regulations having jurisdiction over this installation, and these specifications, Architect/Engineer shall determine the method or equipment used.
 - 5. If the Contractor notes, at the time of bidding, any parts of the drawings and specifications which are not in accordance with the applicable codes or regulations, he shall inform the Architect/Engineer in writing, requesting clarification. If there is insufficient time to follow this procedure, he shall submit with the proposal a separate price required to make the system shown on the drawings comply with the codes and regulations.
 - 6. Verify the installation environment prior to purchasing or installing any cable. Cable installed in a plenum environment shall be appropriately rated. Bring all discrepancies between the contract documents and installation conditions to the attention of the Architect/Engineer prior to purchase or installation.
 - 7. All changes to the system made after the letting of the contract, in order to comply with the applicable codes or the requirements of the Inspector, shall be made by the Contractor without cost to the Owner.

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E. Permits, Fees, Taxes, Inspections:

1. Procure all applicable permits and licenses.
2. Abide by all applicable laws, regulations, ordinances, and other rules of the State or Political Subdivision wherein the work is done, or as required by any duly constituted public authority.
3. Pay all applicable charges for such permits or licenses that may be required.
4. Pay all applicable fees and taxes imposed by the State, Municipal and/or other regulatory bodies.
5. Pay all charges arising out of required inspections due to codes, permits, licenses or as otherwise may be required by an authorized body.
6. Pay all charges arising out of required contract document reviews associated with the project and as initiated by the Owner or authorized independent agency/consultant.
7. Pay any charges by the service provider related to the service or change in service to the project.
8. All equipment and materials shall be as approved or listed by the following (unless approval or listing is not applicable to an item by all acceptable manufacturers):
 - a. Factory Mutual
 - b. Underwriters' Laboratories, Inc.

F. Service Provider Requirements:

1. Secure from the telecommunications service provider all applicable requirements.
2. Comply with all service provider requirements.
3. The Owner shall make application for and pay for new telecommunications service equipment and installation. The Contractor shall coordinate schedule and requirements with the Owner and service provider.

G. Examination of Drawings:

1. The drawings for the technology systems work are diagrammatic, intended to convey the scope of the work and to indicate the general arrangements and locations of equipment etc., and the approximate sizes of equipment.
2. Contractor shall determine the exact locations of equipment and the exact routing of cabling to best fit the layout of the job. Scaling of the drawings will not be sufficient or accurate for determining this layout. Where a specific route is required, such route will be indicated on the drawings.
3. Where job conditions require reasonable changes in indicated arrangements and locations, such changes shall be made by the Contractor at no additional cost to the Owner.
4. If an item is either shown on the drawings, called for in the specifications or required for proper operation of the system, it shall be considered sufficient for including same in this contract.
5. The determination of quantities of material and equipment required shall be made by the Contractor from the drawings. Schedules on the drawings and in the specifications are completed as an aid to the Contractor but where discrepancies arise, the greater number shall govern.
6. Where words "provide", "install", or "furnish" are used on the drawings or in the specifications, it shall be taken to mean, to furnish, install and terminate completely ready for operation, the items mentioned.

H. Electronic Media/Files:

1. Construction drawings for this project have been prepared utilizing Revit.
2. Contractors and Subcontractors may request electronic media files of the contract drawings and/or copies of the specifications. Specifications will be provided in PDF format.
3. Upon request for electronic media, the Contractor shall complete and return a signed "Electronic File Transmittal" form provided by IMEG. If the information requested includes floor plans prepared by others, the Contractor will be responsible for obtaining approval from the appropriate Design Professional for use of that part of the document.
4. The electronic contract documents can be used for preparation of shop drawings and as-built drawings only. The information may not be used in whole or in part for any other project.
5. The drawings prepared by IMEG for bidding purposes may not be used directly for ductwork layout drawings or coordination drawings.
6. The use of these CAD documents by the Contractor does not relieve them from their responsibility for coordination of work with other trades and verification of space available for the installation.
7. The information is provided to expedite the project and assist the Contractor with no guarantee by IMEG as to the accuracy or correctness of the information provided. IMEG accepts no responsibility or liability for the Contractor's use of these documents.

I. Field Measurements:

1. Before ordering any materials, this Contractor shall verify all pertinent dimensions at the job site and be responsible for their accuracy.
2. Field conditions that will result in telecommunications drops that exceed the length limitations identified in the contract documents shall be brought to the attention of the Architect/Engineer prior to installation. The cost of reworking cabling that is too long, that was not brought to the written attention of the Architect/Engineer will be borne entirely by the Contractor.

1.09 WEB-BASED PROJECT SOFTWARE

- A. The General Contractor shall provide a web-based project software site for the purpose of hosting and managing project communication and documentation until completion of the warranty phase.
- B. The web-based project software shall include, at a minimum, the following features: construction schedule, submittals, RFIs, ASIs, construction change directives, change orders, drawing management, specification management, payment applications, contract modifications, meeting minutes, construction progress photos.
- C. Provide web-based project software user licenses for use by the Architect/Engineer. Access will be provided from the start of the project through the completion of the warranty phase.
- D. At project completion, provide digital archive of entire project in format that is readable by common desktop software applications in format acceptable to Architect/Engineer. Provide data in locked format to prevent further changes.

1.10 SUBMITTALS

- A. Submittals shall be required for the following items, and for additional items where required elsewhere in the specifications or on the drawings.

1. Submittals list:

Referenced Specification Section	Submittal Item
27 05 28	Interior Communications Pathways
27 51 19	Sound Masking System

- B. General Submittal Procedures: In addition to the provisions of Division 1, the following are required:

1. Transmittal: Each transmittal shall include the following:
 - a. Date
 - b. Project title and number
 - c. Contractor's name and address
 - d. Description of items submitted and relevant specification number
 - e. Notations of deviations from the contract documents
 - f. Other pertinent data
2. Submittal Cover Sheet: Each submittal shall include a cover sheet containing:
 - a. Date
 - b. Project title and number
 - c. Architect/Engineer
 - d. Contractor and subcontractors' names and addresses
 - e. Supplier and manufacturer's names and addresses
 - f. Description of item submitted (using project nomenclature) and relevant specification number
 - g. Notations of deviations from the contract documents
 - h. Other pertinent data
 - i. Provide space for Contractor's review stamps
3. Composition:
 - a. Submittals shall be submitted using specification sections and the project nomenclature for each item.
 - b. Individual submittal packages shall be prepared for items in each specification section. All items within a single specification section shall be packaged together where possible. An individual submittal may contain items from multiple specifications sections if the items are intimately linked (e.g., pumps and motors).
 - c. All sets shall contain an index of the items enclosed with a general topic description on the cover.

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4. Content: Submittals shall include all fabrication, erection, layout, and setting drawings; manufacturers' standard drawings; schedules; descriptive literature, catalogs and brochures; performance and test data; wiring and control diagrams; dimensions; shipping and operating weights; shipping splits; service clearances; and all other drawings and descriptive data of materials of construction as may be required to show that the materials, equipment or systems and the location thereof conform to the requirements of the contract documents.
5. Contractor's Approval Stamp:
 - a. The Contractor shall thoroughly review and approve all shop drawings before submitting them to the Architect/Engineer. The Contractor shall stamp, date and sign each submittal certifying it has been reviewed.
 - b. Unstamped submittals will be rejected.
 - c. The Contractor's review shall include, but not be limited to, verification of the following:
 - 1) Only approved manufacturers are used.
 - 2) Addenda items have been incorporated.
 - 3) Catalog numbers and options match those specified.
 - 4) Performance data matches that specified.
 - 5) Electrical characteristics and loads match those specified.
 - 6) Equipment connection locations, sizes, capacities, etc. have been coordinated with other affected trades.
 - 7) Dimensions and service clearances are suitable for the intended location.
 - 8) Equipment dimensions are coordinated with support steel, housekeeping pads, openings, etc.
 - 9) Constructability issues are resolved (e.g., weights and dimensions are suitable for getting the item into the building and into place, sinks fit into countertops, etc.).
 - d. The Contractor shall review, stamp and approve all subcontractors' submittals as described above.
 - e. The Contractor's approval stamp is required on all submittals. Approval will indicate the Contractor's review of all material and a complete understanding of exactly what is to be furnished. Contractor shall clearly mark all deviations from the contract documents on all submittals. If deviations are not marked by the Contractor, then the item shall be required to meet all drawing and specification requirements.
6. Submittal Identification and Markings:
 - a. The Contractor shall clearly mark each item with the same nomenclature applied on the drawings or in the specifications.
 - b. The Contractor shall clearly indicate the size, finish, material, etc.
 - c. Where more than one model is shown on a manufacturer's sheet, the Contractor shall clearly indicate exactly which item and which data is intended.
 - d. All marks and identifications on the submittals shall be unambiguous.
7. Schedule submittals to expedite the project. Coordinate submission of related items.
8. Identify variations from the contract documents and product or system limitations that may be detrimental to the successful performance of the completed work.
9. Reproduction of contract documents alone is not acceptable for submittals.
10. Incomplete submittals will be rejected without review. Partial submittals will only be reviewed with prior approval from the Architect/Engineer.

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11. Submittals not required by the contract documents may be returned without review.
12. The Architect/Engineer's responsibility shall be to review one set of shop drawing submittals for each product. If the first submittal is incomplete or does not comply with the drawings and/or specifications, the Contractor shall be responsible to bear the cost for the Architect/Engineer to recheck and handle the additional shop drawing submittals.
13. Submittals shall be reviewed and approved by the Architect/Engineer **before** releasing any equipment for manufacture or shipment.
14. Contractor's responsibility for errors, omissions, or deviation from the contract documents in submittals is not relieved by the Architect/Engineer's approval.
15. Schedule shall allow for adequate time to perform orderly and proper review of submittals, including time for consultants and Owner if required, and resubmittals by Contractor if necessary, and to cause no delay in Work or in activities of Owner or other contractors.
 - a. Allow at least two weeks for Architect's/Engineer's review and processing of each submittal.
16. Architect/Engineer reserves the right to withhold action on a submittal which, in the Architect/Engineer's opinion, requires coordination with other submittals until related submittals are received. The Architect/Engineer will notify the Contractor, in writing, when they exercise this right.

C. Electronic Submittal Procedures:

1. Distribution: Email submittals as attachments to all parties designated by the Architect/Engineer, unless a web-based submittal program is used.
2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. Submittal file name: 27 XX XX.description.YYYYMMDD
 - b. Transmittal file name: 27 XX XX.description.YYYYMMDD
5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.

1.11 CHANGE ORDERS

- A. A detailed material and labor takeoff shall be prepared for each change order, along with labor rates and markup percentages. Change orders shall be broken down by sheet or associated individual line item indicated in the change associated narrative, whichever provides the most detailed breakdown. Change orders with inadequate breakdown will be rejected.
- B. Itemized pricing with unit cost shall be provided from all distributors and associated subcontractors.
- C. Change order work shall not proceed until authorized.

1.12 EQUIPMENT SUPPLIERS' INSPECTION

- A. The following equipment shall not be placed in operation until a representative of the manufacturer has inspected the installation and certified that the equipment is properly installed and that the equipment is ready for operation:
 1. Firestopping, including mechanical firestop systems.

1.13 PRODUCT DELIVERY, STORAGE, HANDLING & MAINTENANCE

- A. Exercise care in transporting and handling to prevent damage to fixtures, equipment and materials.
- B. Store materials on the site to prevent damage.
- C. Keep fixtures, equipment and materials clean, dry and free from deleterious conditions.

1.14 NETWORK / INTERNET CONNECTED EQUIPMENT

- A. These specifications may require certain equipment or systems to have network, Internet and/or remote access capability ("Network Capability"). Any requirement for Network Capability shall be interpreted only as a functional capability and is not to be construed as authority to connect or enable any Network Capability. Network Capability may only be connected or enabled with the express written consent of the Owner.

1.15 WARRANTY

- A. At a minimum, provide a one (1) year warranty for all equipment, materials, and workmanship. Individual specifications sections within Division 27 may require additional warranty requirements for specific equipment or systems.
- B. The warranty period for the entire installation described in this Division of the specifications shall commence on the date of substantial completion unless a whole or partial system or any separate piece of equipment or component is put into use for the benefit of any party other than the installing contractor with prior written authorization. In this instance, the warranty period shall commence on the date when such whole system, partial system or separate piece of equipment or component is placed in operation and accepted in writing by the Owner or their representative.
- C. Warranty requirements shall extend to correction, without cost to the final user, of all work and/or equipment found to be defective or nonconforming to the contract documents. The Contractor shall bear the cost of correcting all damage resulting from such defects or nonconformance with contract documents exclusive of repairs required as a result of improper maintenance or operation, or of normal wear as determined by the Architect/Engineer.

1.16 INSURANCE

- A. Contractor shall maintain insurance coverage as set forth in Division 1 of these specifications.

1.17 MATERIAL SUBSTITUTION

- A. Where several manufacturers' names are given, the first named manufacturer constitutes the basis for job design and establishes the equipment quality required.
- B. Equivalent equipment manufactured by the other named manufacturers may be used. Contractor shall ensure that all items submitted by these other manufacturers meets all requirements of the drawings and specifications and fits in the allocated space. When using other listed manufacturers, the Contractor shall assume responsibility for any and all modifications necessary (including, but not limited to structural supports, electrical connections and rough-in, and regulatory agency approval, etc.) and coordinate such with other contractors. The Architect/Engineer shall make the final determination of whether a product is equivalent.
- C. Any material, article or equipment of other unnamed manufacturers which will adequately perform the services and duties imposed by the design and is of a quality equal to or better than the material, article or equipment identified by the drawings and specifications may be used if approval is secured in writing from the Architect/Engineer via addendum. The Contractor bears full responsibility for the unnamed manufacturers equipment adequately meeting the intent of design. The Architect/Engineer may reject manufacturer at time of shop drawing submittal. The Contractor assumes all costs incurred by other trades on the project as a result of changes necessary to accommodate the offered material, equipment or installation method.

- D. Should this Contractor be unable to secure approval from the Architect/Engineer for other unnamed manufacturers as outlined above, this Contractor may list voluntary add or deduct prices for alternate materials on the bid form. These items will not be used in determining the low bidder. Should a voluntary alternate material be accepted, This Contractor shall assume all costs that may be incurred as a result of using the offered material, article or equipment necessitating extra expense on This Contractor or on the part of other Contractors whose work is affected.

PART 2 - PRODUCTS

2.01 PLENUM RATING REQUIREMENTS

- A. This project requires all cable jackets, hook and loop cable ties, fasteners, and any other structured cabling product installed in plenum space to carry a plenum rating.

2.02 Refer to individual sections.

PART 3 - EXECUTION

3.01 JOBSITE SAFETY

- A. Neither the professional activities of the Architect/Engineer, nor the presence of the Architect/Engineer or his or her employees and subconsultants at a construction site, shall relieve the Contractor and any other entity of their obligations, duties and responsibilities including, but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending or coordinating all portions of the work of construction in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. The Architect/Engineer and his or her personnel have no authority to exercise any control over any construction contractor or other entity or their employees in connection with their work or any health or safety precautions. The Contractor is solely responsible for jobsite safety. The Architect/Engineer and the Architect/Engineer's consultants shall be indemnified and shall be made additional insureds under the Contractor's general liability insurance policy.

3.02 GENERAL INSTALLATION REQUIREMENTS

- A. Installation of all conduit and cabling shall comply with Sections 26 05 33 and 26 05 13. Additional conduit requirements described within this Division shall be supplemental to the requirement described in Section 260533. Should conflicts exist between the two Divisions the more stringent (more expensive material and labor) condition shall prevail until bidding addendum or construction clarification or RFI can be submitted and responded to. In no case shall the Contractor carry the least stringent condition in the pricing.
- B. It is the Contractor's responsibility to survey the site and include all necessary costs to perform the installation as specified.
- C. The Contractor shall be responsible for identifying and reporting to the Architect/Engineer any existing conditions including but not limited to damage to walls, flooring, ceiling and furnishings prior to start of work. All damage to interior spaces caused by this Contractor shall be repaired at this Contractor's expense to pre-existing conditions, including final colors and finishes.
- D. All cables and devices installed in damp or wet locations, including any underground or underslab location, shall be listed as suitable for use in such environments. Follow manufacturer's recommended installation practices for installing cables and devices in damp or wet locations. Any cable or device that fails as a result of being installed in a damp or wet location shall be replaced at the Contractor's expense.

3.03 FIELD QUALITY CONTROL

- A. General:
 1. Refer to specific Division 27 sections for further requirements.
 2. The Contractor shall conduct all tests required and applicable to the work both during and after construction of the work.

3. The necessary instruments and materials required to conduct or make the tests shall be supplied by the Contractor who shall also supply competent personnel for making the tests who has been schooled in the proper testing techniques.
4. In the event the results obtained in the tests are not satisfactory, This Contractor shall make such adjustments, replacements and changes as are necessary and shall then repeat the test or tests which disclose faulty or defective work or equipment and shall make such additional tests as the Architect/Engineer or code enforcing agency deems necessary.
5. All communications cable tests that fail, including those due to excessive cabling lengths, shall be remedied by the Contractor without cost to the project.

B. Protection of cable from foreign materials:

1. It is the Contractor's responsibility to provide adequate physical protection to prevent foreign material application or contact with any cable type. Foreign material is defined as any material that would negatively impact the validity of the manufacturer's performance warranty. This includes, but is not limited, to overspray of paint (accidental or otherwise), drywall compound, or any other surface chemical, liquid or compound that could come in contact with the cable, cable jacket or cable termination components.
2. Application of foreign materials of any kind on any cable, cable jacket or cable termination component will not be accepted. It shall be the Contractor's responsibility to replace any component containing overspray, in its entirety, at no additional cost to the project. Cleaning of the cables with harsh chemicals is not allowed. This requirement is regardless of the PASS/FAIL test results of the cable containing overspray. Should the manufacturer and warrantor of the structured cabling system desire to physically inspect the installed condition and certify the validity of the structured cabling system (via a signed and dated statement by an authorized representative of the structured cabling manufacturer), the Owner may, at their sole discretion, agree to accept said warranty in lieu of having the affected cables replaced. In the case of plenum cabling, in addition to the statement from the manufacturer, the Contractor shall also present to the Owner a letter from the local Authority Having Jurisdiction stating that they consider the plenum rating of the cable to be intact and acceptable.

3.04 PROJECT CLOSEOUT

- A. Refer to the Division 1 Section: PROJECT CLOSEOUT for requirements. The following paragraphs supplement the requirements of Division 1.
- B. Final Jobsite Observation:
 1. The Architect/Engineer will not perform a final jobsite observation until the project is ready. This is not dictated by schedule, but rather by completeness of the project.
 2. Refer to the end of this specification section for a "STATEMENT INDICATING READINESS FOR FINAL JOBSITE OBSERVATION."
 3. The Contractor shall sign this form and return it to the Architect/Engineer so that the final observation can commence.
- C. Before final payment will be authorized, this Contractor must have completed the following:
 1. Submitted operation and maintenance manuals to the Architect/Engineer for review.
 2. Submitted bound copies of approved shop drawings.
 3. Record documents including edited drawings and specifications accurately reflecting field conditions, **inclusive** of all project revisions, change orders, and modifications.
 4. Submitted a report stating the instructions given to the Owner's representative complete with the number of hours spent in the instruction. The report shall bear the signature of an authorized agent of This Contractor and shall be signed by the Owner's representative as having received the instructions.
 5. Submitted testing reports for all systems requiring final testing as described herein.

6. Submitted start-up reports on all equipment requiring a factory installation inspection and/or start.
7. Provide spare parts, maintenance, and extra materials in quantities specified in individual specification sections. Deliver to project site; submit receipt to Architect/Engineer prior to final payment being approved.

3.05 OPERATION AND MAINTENANCE MANUALS

A. General:

1. Provide an electronic copy of the O&M manuals as described below for Architect/Engineer's review and approval. The electronic copy shall be corrected as required to address the Architect/Engineer's comments. Once corrected, electronic copies and paper copies shall be distributed as directed by the Architect/Engineer.
2. Approved O&M manuals shall be completed and in the Owner's possession prior to Owner's acceptance and at least 10 days prior to instruction of operating personnel.

B. Electronic Submittal Procedures:

1. Distribution: Email the O&M manual as attachments to all parties designated by the Architect/Engineer.
2. Transmittals: Each submittal shall include an individual electronic letter of transmittal.
3. Format: Electronic submittals shall be in PDF format only. Scanned copies, in PDF format, of paper originals are acceptable. Submittals that are not legible will be rejected. Do not set any permission restrictions on files; protected, locked, or secured documents will be rejected.
4. File Names: Electronic submittal file names shall include the relevant specification section number followed by a description of the item submitted, as follows. Where possible, include the transmittal as the first page of the PDF instead of using multiple electronic files.
 - a. O&M file name: O&M.div27.contractor.YYYYMMDD
 - b. Transmittal file name: O&Mtransmittal.div27.contractor.YYYYMMDD
5. File Size: Files shall be transmitted via a pre-approved method. Larger files may require an alternative transfer method, which shall also be pre-approved.
6. Provide the Owner with an approved copy of the O&M manual on compact discs (CD), digital video discs (DVD), or flash drives with a permanently affixed label, printed with the title "Operation and Maintenance Instructions", title of the project and subject matter of disc/flash drive when multiple disc/flash drives are required.
7. All text shall be searchable.
8. Bookmarks shall be used, dividing information first by specification section, then systems, major equipment and finally individual items. All bookmark titles shall include the nomenclature used in the construction documents and shall be an active link to the first page of the section being referenced.

C. Operation and Maintenance Instructions shall include:

1. Title Page: Include title page with project title, Architect, Engineer, Contractor, all subcontractors, and major equipment suppliers, with addresses, telephone numbers, website addresses, email addresses and point of contacts. Website URLs and email addresses shall be active links in the electronic submittal.
2. Table of Contents: Include a table of contents describing specification section, systems, major equipment, and individual items.
3. Copies of all final approved shop drawings and submittals. Include Architect's/Engineer's shop drawing review comments. Insert the individual shop drawing directly after the Operation and Maintenance information for the item(s) in the review form.
4. Copy of final approved test and balance reports.

5. Copies of all factory inspections and/or equipment startup reports.
6. Copies of warranties.
7. Schematic wiring diagrams of the equipment that have been updated for field conditions. Field wiring shall have label numbers to match drawings.
8. Dimensional drawings of equipment.
9. Capacities and utility consumption of equipment.
10. Detailed parts lists with lists of suppliers.
11. Operating procedures for each system.
12. Maintenance schedule and procedures. Include a chart listing maintenance requirements and frequency.
13. Repair procedures for major components.
14. List of lubricants in all equipment and recommended frequency of lubrication.
15. Instruction books, cards, and manuals furnished with the equipment.

3.06 INSTRUCTING THE OWNER'S REPRESENTATIVE

- A. Adequately instruct the Owner's designated representative or representatives in the maintenance, care, and operation of the complete systems installed under this contract.
- B. Provide verbal and written instructions to the Owner's representative or representatives by FACTORY PERSONNEL in the care, maintenance, and operation of the equipment and systems.
- C. The Architect/Engineer shall be notified of the time and place for the verbal instructions to be given to the Owner's representative so that their representative can be present if desirable.
- D. Refer to the individual specification sections for minimum hours of instruction time for each system.
- E. Operating Instructions:
 1. The Contractor is responsible for all instructions to the Owner and/or Owner's operating staff on the Communications Systems.
 2. If the Contractor does not have Engineers and/or Technicians on staff who can adequately provide the required instructions on system operation, performance, troubleshooting, care and maintenance, they shall include in the bid an adequate amount to reimburse the Owner for the Architect/Engineer to perform these services.

3.07 SYSTEM STARTING AND ADJUSTING

- A. The Communications Systems included in the construction documents are to be complete and operating systems. The Architect/Engineer will make periodic job site observations during the construction period. The system start-up, testing, configuration, and satisfactory system performance is the responsibility of the Contractor. This shall include all calibration and adjustments of electrical equipment controls, equipment settings, software configuration, troubleshooting and verification of software, and final adjustments that may be required.
- B. All operating conditions and control sequences shall be simulated and tested during the start-up period.

- C. The Contractor, subcontractors, and equipment suppliers are expected to have skilled technicians to ensure that the system performs as designed. If the Architect/Engineer is requested to visit the job site for the purpose of troubleshooting, assisting in the satisfactory start-up, obtaining satisfactory equipment operation, resolving installation and/or workmanship problems, equipment substitution issues or unsatisfactory system performance, including call backs during the warranty period through no fault of the design; the Contractor shall reimburse the Owner on a time and material basis for services rendered at the Architect/Engineer's standard hourly rates in effect at the time the services are requested. The Contractor shall be responsible for making payment to the Owner for services required that are product, installation or workmanship related. Payment is due within 30 days after services are rendered.

3.08 RECORD DOCUMENTS

- A. Refer to the Division 1 Section: PROJECT CLOSEOUT for requirements. The following paragraphs supplement the requirements of Division 1.
- B. Mark specifications to indicate approved substitutions, change orders, and actual equipment and materials used.
- C. This Contractor shall maintain at the job site, a separate and complete set of technology drawings which shall be clearly and permanently marked and noted in complete detail any changes made to the location and arrangement of equipment or made to the Technology Systems and wiring as a result of building construction conditions or as a result of instructions from the Architect or Engineer. All Change Orders, RFI responses, Clarifications and other supplemental instructions shall be marked on the documents. Record documents that merely reference the existence of the above items are not acceptable. Should This Contractor fail to complete Record Documents as required by this contract, This Contractor shall reimburse Architect/Engineer for all costs to develop record documents that comply with this requirement. Reimbursement shall be made at the Architect/Engineer's hourly rates in effect at the time of work.
- D. Record actual routing of all conduits sized 2" or larger.
- E. The above record of changes shall be made available for the Architect and Engineer's examination during any regular work time.
- F. Upon completion of the job, and before final payment is made, This Contractor shall give the marked-up drawings to the Architect/Engineer.

3.09 ADJUST AND CLEAN

- A. Contractor shall thoroughly clean all equipment and systems prior to the Owner's final acceptance of the project.
- B. Contractor shall clean all foreign paint, grease, oil, dirt, labels, stickers, and other foreign material from equipment.
- C. Contractor shall remove all rubbish, debris, etc., accumulated during the Contractor's operations from the premises.

STATEMENT INDICATING READINESS FOR FINAL JOBSITE OBSERVATION

To assist the contractor in a timely close-out of the project, it is crucial that the final jobsite observation is not conducted prior to the project being ready. The contractor is required to review the completion status of the project at the time the observation is scheduled. This review, and the subsequent submittal of this form to the Architect/Engineer, shall indicate the contractor's agreement that the area of the project being requested for final observation is ready as defined below. The following list represents the degree of completeness required prior to requesting a final observation:

1. All cabling pathways (conduit sleeves, etc.) are installed and all cabling has been pulled through them.
2. All overhead Sound Masking system, including speakers, back boxes, cabling, and power supplies, and all headend equipment is installed, programmed and operational. (Add Alternate #2.

Prime Contractor: _____

By: _____

Requested Observation Date _____

Today's Date: _____

Contractor shall sign this readiness statement and transmit to Architect/Engineer at least 10 days prior to the requested date of observation.

It is understood that if the Architect/Engineer finds that the project is not complete as defined above and that the final jobsite observation cannot be completed on the requested date, the Architect/Engineer will return to the site at a later date. All additional visits to the site for the purposes of completing the final observation will be billed T&M to the Contractor at our standard hourly rates, including travel expenses or the contractor's retainage may be deducted for the same amount.

SECTION 270500

TELECOMMUNICATIONS - PROOF OF CERTIFICATION

There are specific Contractor qualification requirements for this project as defined in Section 270500, which may include Manufacturer Certification and RCDD or CNIDP credentials. This Proof of Certification document, and the supporting documentation require herein, is required to be submitted at the time of bid to show compliance with the requirements of 27 05 00.

Statement of Compliance:

The named Contractor's base bid is a structured cabling solution from the connectivity manufacturer: _____. Named Contractor is trained and certified, under the named manufacturer's formal certification program to provide and install all materials and work required by this project. Further, said Contractor is authorized, by the named manufacturer, to offer all product, labor and system assurance warranties required for this project by these contract documents.

The certification of this named manufacturer is valid, current and in effect as of the bid day of this project, the _____ day of _____, 20____.

The named Contractor is not employing any other sub-contractor on the telecommunications portion of this project that does not also meet this certification requirement.

Contractor Company Name: _____

Authorized Representative: (print) _____

Date: _____

Manufacturer Certification Number (if any): _____

If this project requires RCDD certification, complete the following:

RCDD or CNIDP Name: _____

RCDD #: _____ Expiration: _____

Submit the following with the bid:

This form.

Proof of Manufacturer Certification indicated above.

Proof of RCDD or CNIDP status.

END OF SECTION 270500

SECTION 270528
INTERIOR COMMUNICATION PATHWAYS

PART 1 - GENERAL

1.01 RELATED WORK

- A. Section 260533 - Conduit and Boxes
- B. Section 260527 - Supporting Devices
- C. Section 270500 - Basic Communications Systems Requirements

1.02 QUALITY ASSURANCE

- A. Refer to Section 270500 for requirements.

1.03 REFERENCES

- A. ANSI/NFPA 70 - National Electrical Code

1.04 SUBMITTALS

- A. Under the provisions of Section 270500 and Division 1, prior to the start of work the Contractor shall submit:
 - 1. Manufacturer's data covering all products proposed, including construction, materials, ratings and all other parameters identified in Part 2 - Products, below.
 - 2. Manufacturer's installation instructions.

1.05 DRAWINGS

- A. The drawings, which constitute a part of these specifications, indicate the general route of the wire mesh support systems, conduit, sleeves, etc. Data presented on these drawings is as accurate as preliminary surveys and planning can determine until final equipment selection is made. Accuracy is not guaranteed and field verification of all dimensions, routing, etc., is required.

PART 2 - PRODUCTS

2.01 CONDUIT

- A. Refer to Section 26 05 33 for conduit requirements for this project.

2.02 CABLE HANGERS AND SUPPORTS

- A. Provide a non-continuous cable support system suitable for use with open cable.
- B. Cable Hooks:
 - 1. Construction: Flat bottom design with a minimum cable bearing surface of 1-5/8". Hooks shall have 90-degree radius edges.
 - 2. All cable hook mounting hardware shall be recessed to prevent damage to cable during installation. Installed cabling shall be secured using a cable latch retainer that shall be removable and reusable.
 - 3. Finish: Pre-galvanized steel, ASTM A653 suitable for general duty use zinc plated steel, ASTM B633 SC3 suitable for heavy duty use. Provide stainless steel AISI Type 304 hooks for corrosive locations.
- C. Cable Hangers:
 - 1. Adjustable, non-continuous cable support slings for use with low voltage cabling.
 - 2. Steel and woven laminate construction, rated for indoor non-corrosive use. Laminate material shall be suitable for use in plenum environments.
 - 3. Sling length shall be adjustable to a capacity of 425 4-pair UTP cables.
 - 4. Cabling hanger load limit shall be 100 lbs per foot.

5. Manufacturer:
 - a. Erico Caddy
 - b. CableCat CAT425
 - c. Arlington Fittings TI Series
 - d. Or approved equal.

PART 3 - EXECUTION

3.01 CABLE HOOK SUPPORT SYSTEM

- A. In areas where cabling is not supported by cable tray, ladder rack, enclosed wireway or installed in conduit such cabling shall be supported by an approved cable hook support system.
- B. Refer to manufacturer's requirements for allowable fill capacity for selected cable hook. In no case shall a 40% fill capacity be exceeded.
- C. Cable hooks shall be securely mounted per manufacturer's instructions. In no case shall the side-to-side travel of any cable hook exceed 6".
- D. Cable hooks shall be selected based on the contractor's cable routing. Hooks shall be capable of supporting a minimum of 30 pounds with a safety factor of 3.
- E. J-hook support spans shall be based on the smaller of the manufacturer's load ratings and code requirements. In no case shall horizontal spans exceed 5 feet and vertical spans exceed 4 feet.
- F. The resting and supporting of cabling on structural members shall not meet the requirements for cabling support specified herein.
- G. The use of tie-wraps or hook and loop type fasteners is specifically prohibited as a substitute for cable hooks specified herein.

3.02 CONDUIT AND CABLE ROUTING

- A. Refer to Section 260533 for additional requirements.
- B. All conduits shall be reamed and shall be installed with a nylon bushing.
- C. Maintain appropriate conduit bend radius at all times. For conduits with an internal diameter of less than 2", maintain a bend radius of at least 6 times the internal diameter. For conduits with an internal diameter 2" or greater, maintain a bend radius of at least 10 times the internal diameter.
- D. No conduit or sleeve containing more than two (2) cables shall exceed 40% fill ratio, regardless of length.
- E. Any conduit exceeding 90' in length or containing more than two (2) 90-degree bends shall contain a pull box sized per ANSI/TIA/EIA 569 requirements.
 1. A separate pull box is required for each 90' (or greater) length section.
 2. A separate pull box is required after any two (2) consecutive 90-degree bends.
 3. Pull box shall be located in an area that maintains accessibility of box, including the ability to remove box lid without removal or relocation of any other materials.
- F. Any conduit with bends totaling 90 degrees or more shall have the fill capacity derated by 15% for each 90 degrees of cumulative bend.
- G. Cables installed in any conduits that do not meet the above requirements shall be replaced at the Contractor's expense, after the conduit condition has been remedied.

SECTION 270528

3.03 ATTACHMENT TO METAL DECKING

- A. Where supports for cable hook systems attach to metal roof decking, excluding concrete on metal decking, do not exceed 25 lbs. per hanger and a minimum spacing of 2'-0" on center. This 25-lb. load and 2'-0" spacing include adjacent electrical and mechanical items hanging from deck. If the hanger restrictions cannot be achieved, supplemental framing off steel framing will need to be added.

END OF SECTION 270528

**SECTION 275119
SOUND MASKING SYSTEM**

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Sound Masking Equipment

1.02 RELATED WORK

- A. Section 260533 - Conduit and Boxes
- B. Section 260535 - Surface Raceways
- C. Section 260513 - Wire and Cable
- D. Section 270500 - Basic Communications Systems Requirements
- E. Section 270503 - Through Penetration Firestopping
- F. Section 270528 - Interior Communication Pathways
- G. Section 271500 - Horizontal Cabling Requirements
- H. Section 270553 - Identification and Administration

1.03 QUALITY ASSURANCE

- A. Manufacturer: The manufacturer shall have five (5) years documented experience.
- B. Installer: The installing dealer must be a factory-authorized service and support company specializing in the selected manufacturer's product, with demonstrated prior experience with the selected manufacturer's system installation and programming.
 - 1. The Contractor shall own and maintain all tools and equipment necessary for successful installation and testing of the system and have personnel adequately trained in the use of such tools and equipment
- C. Service: The manufacturer of the system must have local service representatives within 60 miles of the project site.
- D. The entire installation shall comply with all applicable electrical and safety codes. All applicable equipment shall be listed by Underwriters' Laboratories, Inc.

1.04 REFERENCES

- A. ADAAG - Americans with Disabilities Accessibility Guidelines
- B. ANSI S1.4 - American National Standard Specifications for Sound Level Meters
- C. ANSI S1.6 - American National Standard Specifications for Preferred Frequencies and Band Numbers for Acoustical Measurements
- D. ANSI S1.11 - American National Standard Specifications for Octave-Band and Fractional-Octave-Band Analog and Digital Filters
- E. ASTM E 1041-85 - Standard Guide for Measurement of Masking Sound in Open Offices.
- F. ASTM E 1130-02 - Standard Test Method for Objective Measurement of Speech Privacy in Open Offices Using Articulation Index.
- G. ASTM E 1374-93 - Standard Guide for Open Office Acoustics and Applicable ASTM Standards.
- H. ASTM E 1573-02 - Standard Test Method for Evaluating Masking Sound in Open Offices Using A-Weighted and One-Third Octave Band Sound Pressure Levels.
- I. NFPA 70 - National Electrical Code.
- J. UL 813 - Standards for Commercial Audio Systems
- K. UL 1480 - Speakers for Fire Alarm, Emergency, and Commercial and Professional Use

1.05 SUBMITTALS

- A. Submit product data under the provisions of Section 270500.
- B. Product Data Submittal: Provide manufacturer's technical product specification sheet for each individual component type. Submitted data shall show the following:
 - 1. Compliance with each requirement of these documents. The submittal shall acknowledge each requirement of this section, item-by-item.
 - 2. All component options and accessories specific to this project.
 - 3. Electrical power consumption rating and voltage.
 - 4. Wiring and connection requirements.
 - 5. Manufacturer's installation instructions, indicating application conditions and limitations of use as stipulated by product testing agency and instructions for storage, handling, protection, examination, preparation, installation, and initiating usage of product.
- C. System Drawings: Project-specific system CAD-generated drawings shall be provided as follows:
 - 1. Provide a system block diagram noting system components and interconnection between components. The interconnection of components shall clearly indicate all wiring required in the system. When multiple pieces of equipment are required in the exact same configuration (e.g., multiple identical speaker zones), the diagram may show one device and refer to the others as "typical" of the device shown.
 - 2. Where applicable, an equipment rack plan shall be provided showing rack elevations and dimensions in plan and elevation view. The plan shall include equipment layout within the rack.
- D. Provide voltage drop calculations for each speaker cable circuit or run, showing the drop for the specific circuit or run wattage and cable size used.
- E. Provide list of test equipment proposed for use in testing the installed system.
- F. Quality Assurance:
 - 1. Provide materials documenting experience requirements of the manufacturer and installing contractor.
 - 2. Provide system checkout test procedure to be performed at acceptance, including demonstration of specified performance and all required system features and functions listed herein and as further detailed on the drawings.
- G. Coordination Drawings:
 - 1. Include all ceiling-mounted devices in composite electronic coordination files. Refer to Section 270500 for coordination drawing requirements.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to the site under the provisions of Section 270500.
- B. Store and protect products under the provisions of Section 270500.

1.07 SYSTEM DESCRIPTION

- A. This section describes the furnishing, installation, commissioning and programming of a complete, turnkey sound masking system to be bid as Add Alternate #2.
- B. Performance Statement: This section and the accompanying design documents are performance based, describing the minimum material quality, required features, and operational requirements of the system. These documents do not convey every wire that must be installed or every equipment connection that must be made. Based on the equipment constraints described and the performance required of the system, as presented in these documents, the vendor and the Contractor are solely responsible for determining all wiring, programming, and miscellaneous equipment required for a complete and operational system.

- C. This Contractor shall furnish and install a sound masking system as hereinafter specified and further detailed on the drawings. System shall be completely wired and ready for use including, but not limited to, outlet boxes, conduit, wire, equipment, speakers, controls, and equipment cabinets.

1.08 PROJECT RECORD DOCUMENTS

- A. Submit documents under the provisions of Section 270500.
- B. Provide final system block diagram showing any deviations from shop drawing submittal. Block diagram shall include cable number documenting the numbers installed on both ends of the cable in the field.
- C. Provide documentation of all test results and a statement that system checkout test, as outlined in shop drawing submittal, is complete and satisfactory.
- D. Warranty: Submit written warranty and complete all Owner registration forms.
- E. Complete all operation and maintenance manuals as described herein.

1.09 OPERATION AND MAINTENANCE DATA

- A. Submit data under provisions of Section 270500.
- B. Operation and Maintenance Data shall be submitted in hard copy and electronic .pdf format.
- C. Operation data shall include:
 1. Manufacturer's full operation instructions for each piece of equipment.
 2. Complete documentation of all settings and programming.
 3. Detailed, step-by-step instructions for system operation, including accessing, initiating, and performing all required system features and functions listed herein.
- D. Maintenance data shall include:
 1. Description of servicing procedures:
 - a. Documentation of all manufacturer's recommended preventive and remedial maintenance procedures to be performed by the Owner.
 - b. Troubleshooting flowcharts.
 2. Spare parts list.

1.10 WARRANTY

- A. Unless otherwise noted, provide warranty for one (1) year after Substantial Completion, as defined by the Contract. Certain system components may require additional manufacturer's warranty as described.
- B. The warranty shall:
 1. Ensure that all approved devices, equipment, cabling, and other components specified in this section meet or exceed the specified requirements.
 2. Ensure against product defects.
 3. Cover the replacement or repair of the defective product(s) and labor for the replacement or repair of such defective product(s).
 4. Include emergency service and repair on site, with response times of 24 hours from time of notification. The system shall be repaired and restored to operation within 24 hours of technician's arrival on site.
- C. Refer to the individual product sections for further warranty requirements of individual system components.

PART 2 - PRODUCTS**2.01 MANUFACTURERS**

- A. Manufacturers indicated are for the main system components as noted on the riser diagrams on the drawings. Refer to the Material List on the drawings for acceptable manufacturers of additional equipment.
- B. Manufacturers:
 - 1. Cambridge Sound Management.
 - 2. Refer to individual equipment sections for further acceptable manufacturers.

2.02 SOUND MASKING EQUIPMENT

- A. The sound masking equipment shall have the following features and functions:
 - 1. Head end shall have a network interface that allows the system to be configured remotely, modify the schedule and alarms, and log data.
 - 2. Noise generator capable of full one octave band equalizer adjustable to either individual zones or all zones.
 - a. The generator shall provide stationary Gaussian random (non-deterministic) noise patterns with no observable periodicities or transients.
 - b. Selectable pink or white noise patterns shall be available for coarse system tuning.
 - 3. Output adjustment on independent channels equalized on a separate 1/3rd octave band equalizer. Octave bands for the sound generator shall range from 25 to 20,000 Hz.
- B. System Processor/CPU: All system programming shall be retained in nonvolatile RAM,
- C. The system shall be rack mountable or wall mounted on a plywood backboard.

2.03 SYSTEM CABLE

- A. Refer to Section 270500 for plenum or non-plenum rating requirements
- B. Backbone Speaker Cable
 - 1. Manufacturer recommended cable type.
- C. Line-level Audio and Microphone Cable
 - 1. 1-pair 22 AWG shielded with drain wire
 - a. Conductor Type: Bare copper, stranded
 - b. Voltage Capacity: 300 volts RMS
 - c. Current Capacity: 2.8 amps per conductor
 - d. Nominal Capacitance, Conductor to Conductor: less than or equal to 35 pF/ft.
 - e. Nominal Capacitance, Conductor to Shield: less than or equal to 67 pF/ft.
 - f. UL Temperature Rating: 60C
 - 2. Cable shall be NEC compliant and UL listed.
 - 3. Basis of Design:
 - a. Belden 8761 (CM) or 82761 (CMP)

PART 3 - EXECUTION**3.01 INSTALLATION**

- A. Comply with all manufacturer's instructions and recommendations for installation of all equipment, devices, and materials.
- B. It is the Contractor's responsibility to survey the site and include all necessary costs to perform the installation as specified.

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C. Wiring:

1. Refer to Section 260533 for conduit requirements and Section 260513 for additional wiring requirements. Wiring not installed in conduit shall be plenum rated.
2. All cabling shall be run "free-air" in non-continuous cable supports or cable tray above accessible ceilings, and in conduit or in a secured metal raceway in exposed areas. Supports shall be spaced at a maximum 4-foot interval. If cable "sag" at mid-span exceeds 6 inches, another support shall be used.
3. All sound masking system audio cabling including, but not limited to, speaker, line-level audio, and microphone-level audio cabling, shall be installed in its own cable pathway and shall not share any raceway or cable pathway with telephone or computer network cabling or cabling of any other system.
4. Cable shall not be laid directly on the ceiling grid or attached in any manner to the ceiling grid wires. Cables shall not be attached to or supported by existing cabling, plumbing or steam piping, ductwork, ceiling supports, electrical or communications conduit or structural elements.
5. Manufacturer's minimum bend radius specifications for cables shall be observed in all instances.
6. All cable shall be installed at right angles and be kept clear of work by other trades. To reduce or eliminate EMI, the following minimum separation distances from $\geq 480V$ power lines shall be adhered to:
 - a. 12 inches from power lines of Less than 5-kVa
 - b. 18 inches from high voltage lighting (including fluorescent)
 - c. 39 inches from power lines of 5-kVa or greater
 - d. 39 inches from transformers and motors
7. All cables shall be installed in continuous lengths from endpoint to endpoint. No splices shall be allowed unless noted otherwise.
8. All cable shall be free of tension at both ends.
9. Both ends of all cables shall be clearly labeled with an alphanumeric identifier. On speaker cables, the label shall indicate the speaker cable circuit zone or run and the telecommunications room in which the zone or run initiates. On line-level cables, the label shall indicate the signal and signal source. Record all speaker cable identifiers on record drawings.
10. No acid core or other corrosive flux solder shall be used in this system.
11. Speaker cable conductor sizes listed are minimum requirements. Actual wire size required shall be determined by the Contractor to maintain a maximum of 10% voltage drop or 0.5 dB insertion loss on any speaker zone. Actual speaker cabling installed shall meet or exceed minimum conductor sizes listed. Basis of design sound masking speaker cable listed herein is provided to list the minimum criteria and performance requirements for sound masking speaker cable.
12. The polarity of all cabling shall remain consistent throughout the project on all equipment.

D. Equipment:

1. Equipment shall be mounted in shared racks. Coordinate with Owner on rack and location in TR Room.
2. All necessary devices, sub-components, accessories, and incidental materials required to provide a complete, turn-key paging system that provides specified performance, and all required system features and functions listed herein and as further detailed on the drawings, shall be provided and installed as part of a complete system.
3. All speakers shall be connected in proper polarity.

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4. Install all head end equipment and devices in a manner that allows ample airflow for cooling.
5. Install and tighten all connectors in accordance with manufacturer's instructions, using the appropriate tools recommended by the manufacturer for that purpose. Use caution to avoid stripping or damaging connectors, terminals, or equipment by over-tightening termination fasteners.
6. The conductor color code used in terminating system cabling at system equipment and devices shall remain consistent from device to device for each unique device type throughout the project.

E. Speaker Installation:

1. Sound masking speakers shall be ceiling hung and shall in no way be attached to the suspended ceiling system, including ceiling hangers.
2. Speaker spacing shall not exceed 16' in any direction unless otherwise noted.
3. Unforeseen field coordination between trades may require speakers to be located other than shown on the drawings. Contractor shall adjust locations as required as follows:
 - a. Speakers must be at least 4' from any return air grille in a suspended ceiling.
 - b. Speakers must be at least 2' from an air duct or structural beam.
 - c. Speakers must not impede access clearance to other equipment.
 - d. Speakers must be at least 4' away from any light fixture that has more than a 2" exposed opening to the plenum (AFTER the fixture is installed).
 - e. If speakers are mounted in an upward projecting manner, the bottom of the speaker assembly shall be approximately 1/4 of the total plenum distance from the suspended ceiling (1/4 of the plenum depth shall be below the speaker and 3/4 of the total plenum shall be above the speaker).
 - f. Downward projecting speakers shall be located at approximately 50% of the total plenum depth.
 - g. Grounding Requirements:
 - 1) Furnish and install a minimum #6 AWG bonding conductor from each sound masking system head end component to the nearest wall-mounted telecommunications grounding busbar. Actual bonding conductor size determined by its length. Refer to Section 270526 for grounding and bonding conductor sizing criteria.
 - 2) Audio cable shields for line level signals shall be connected to the metal equipment chassis at both ends of the cable. Audio cables connected to transformers shall have the cable shield connected to the transformer shield and transformer case ground.
 - 3) Speaker cables containing shields shall not have the shields grounded at conduits, boxes, racks, etc. Ground speaker cable shields at signal origin telecommunications room end only.

3.02 FIELD QUALITY CONTROL

- A. Where these specifications require a product or assembly without the use of a brand or trade name, provide a product that meets the requirements of the specifications as supplied and warranted by the system vendor. If the product or assembly is not available from the system vendor, provide product or assembly as recommended by the system vendor.
- B. Furnish products listed and classified by Underwriters Laboratories, Inc. as suitable for purpose specified and indicated.
- C. Periodic observations will be performed during construction to verify compliance with the requirements of the project documents. These services do not relieve the Contractor of responsibility for compliance with the project documents.

- D. System Setup and Checkout: The installed system shall be a complete and operating system. The Contractor shall provide all incidental materials required for a complete and operating system. The Contractor shall provide all system startup, testing, balancing, tuning, and satisfactory system performance as part of the requirements of this project. This shall include all calibration and adjustments of equipment controls, troubleshooting and final adjustments that may be required.

3.03 SYSTEM SETUP, PROGRAMMING, AND ADJUSTMENT

- A. Complete all necessary programming to provide the indicated functionality.
- B. Program priority override hierarchy as follows:
1. Emergency tones

3.04 TESTING

- A. Under no circumstances shall the Contractor turn the system on without having all level controls turned off and providing notification to all building occupants in advance.
- B. The Contractor shall conduct all system testing as part of the requirements of this project. This shall include all calibration and adjustments of equipment controls, troubleshooting, and final adjustments or corrective action that may be required to provide a complete system that provides the specified performance and all required system features and functions listed herein and as further detailed on the drawings.
- C. At a minimum, the installer shall perform the following inspections and tests of the installed overhead paging system:
1. Verify that all features and functionality are operating properly.
 2. Verify that the system receives signal from all sources and routes those signals as specified.
 3. Verify that priority override hierarchy functions properly.
 4. Verify that all controls are properly labeled and interconnecting wires and terminals are identified.
- D. Document all test results and submit as part of final system documentation package.
- E. Final Acceptance Test:
1. Provide a minimum of one-week notice of testing date to Owner. Document tests performed, adjustments made, and final testing status.
 2. Testing shall not commence until all interior finishes and furnishings are installed. Testing shall be finished prior to occupants occupying the space.
 3. Testing shall be provided at not less than 20 test positions per 50,000 of finished floor space.
 4. Record all test methods, observations, results, equipment reading and corrective actions.
 5. Test, per zone, to the following:

Band	Open Areas (SPL)	Enclosed Areas (SPL)
200 Hz	+2.5	-2
250 Hz	+3	-2
315 Hz	+2	-2.5
400 Hz	+1	-3
500 Hz	0	-4
630 Hz	-1	-5
800 Hz	-2	-6
1000 Hz	-3	-7

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1250 Hz	-4	-8.5
1600 Hz	-5	-10
2000 Hz	-6	-12

- a. Masking level shall be adjusted for each zone to ensure that 1/3 octave band centered on band noted above has the final selected sound power level for that zone.
 - b. Deviation from the listed values in 1/3 octave bands from 400 to 2000 Hz shall be measured. Measured values shall not deviate from those listed by greater than 4 dB for open areas and greater than 8 dB for enclosed areas. The total of individual band deviations in eight bands shall not exceed greater than 16 dB for open areas and greater than 30 dB for enclosed areas.
6. Temporal Stability Test: Check for uniformity to the defined performance requirement stated herein.
 7. Correct deficiencies as required, as identified by tests, and retest until performance requirements have been met.
 8. Record all final settings, programming, tap settings and other configuration parameters.
 9. Record all final sound level measurements and observations.

3.05 EQUALIZATION

- A. Computer Equalization: Provide computerized equalization for the system. The computer analysis shall be based on 1/3 octave bands. A separate analysis shall be provided for each zone.
- B. The equalization process shall include the following:
 1. Spectrum selection and level to achieve privacy required.
 2. Voice level correction.
 3. Existing background sound spectrum in 1/3 octaves, measured 48 inches above the floor, for frequencies 100 through 10,000 Hertz.
 4. Input pre-calibrated test source spectrum in 1/3 octaves, measured 48 inches above the floor and at a distance of 39 inches, for frequencies 100 through 10,000 Hertz.
 5. Input received levels in 1/3 octaves for each (minimum three) test stations, at a point 48" above the floor for frequencies 200 through 5,000 Hertz.
 6. Calculation and evaluation of existing acoustical privacy.

3.06 TRAINING

- A. All labor and materials required for on-site system training shall be provided. Training shall be conducted at the project site using the project equipment.
- B. Provide two week's advanced notice of training to the User.
- C. Provide a training outline agenda describing the subject matter and the recommended audience for each topic.
- D. At a minimum, the following training shall be conducted:
 1. Users:
 - a. Provide training on the system functions and operations that a daily user will encounter, including navigation of the user interface to accomplish common operations.

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2. Maintenance Staff:
 - a. Provide training on the system functions and operations that a daily user will encounter, including navigation of the user interface to accomplish all common operations.
 - b. Provide training on all system components and the basic configuration of the system.
 - c. Identify and describe preventive and remedial maintenance procedures to be performed by the Owner.
 - d. Review troubleshooting flowcharts and describe troubleshooting procedures for common issues.
- E. Minimum on-site training times shall be:
 1. Users: Two (2) hours.

END OF SECTION 275119

SECTION 283100
FIRE ALARM AND DETECTION SYSTEMS

PART 1 - GENERAL**1.01 RELATED WORK**

- A. Section 260553 - Electrical Identification: Refer to electrical identification for color and identification labeling requirements.

1.02 QUALITY ASSURANCE

- A. Qualifications: The person managing/overseeing the preparation of shop drawings and the system installation/programming/testing shall be trained and certified by the system manufacturer and shall be Fire Alarm Certified by NICET, minimum Level 2. This person's name and certification number shall appear on the start-up and testing reports.

1.03 REFERENCES

- A. NFPA 70 - National Electrical Code (NEC)
- B. NFPA 72 - National Fire Alarm and Signaling Code
- C. NFPA 101 - Life Safety Code
- D. UL 2017 - General Purpose Signaling Devices and Systems
- E. UL 217 / 268 - Standard for Smoke Alarms / Smoke Detectors for Fire Alarm Systems
- F. Iowa Fire Code

1.04 SUBMITTALS

- A. Submit shop drawings and product data under provisions of Section 260500 and as noted below.
 - 1. Failure to comply with all the following and all the provisions in 26 05 00 will result in the shop drawing submittal being rejected without review.
 - 2. Failure to submit the fire alarm without all requirements fulfilled in a single comprehensive submittal will be grounds to require a complete resubmittal.
- B. Provide product catalog data sheets as shop drawings.
 - 1. Provide a product catalog data sheet for each item shown on the Electrical Symbols List and for each piece of equipment that is not shown on the drawings but required for the operation of the system.
 - 2. Where a particular Electrical Symbols List item has one or more variations (such as those denoted by subscripts, etc.) a separate additional product catalog data sheet shall be provided for each variation that requires a different part number to be ordered. The corresponding Electrical Symbols List symbol shall be shown on the top of each sheet.
 - 3. Where multiple items and options are shown on one data sheet, the part number and options of the item to be used shall be clearly denoted.
- C. Submit CAD Floor Plans as Shop Drawings:
 - 1. The complete layout of the entire system, device addresses, auxiliary equipment, and manufacturer's wiring requirements shall be shown.
 - 2. Indicate the precise routing of notification appliance circuits under the provisions of circuit survivability. Refer to "Wiring" under Part 3 - Execution of this specification section for requirements.
 - 3. A legend or key shall be provided to show which symbols shown on the submittal floor plans correspond with symbols shown on the Contract Documents.
- D. About all fire alarm circuits, provide the following: manufacturer's wiring requirements (manufacturer, type, size, etc.) and voltage drop calculations.
- E. Submit manufacturer's certificate that system meets or exceeds specified requirements.

- F. Provide information on the system batteries as follows: total battery capacity, total capacity used by all devices on this project, total available future capacity.
- G. Submit photocopy proof of NICET certification of the person overseeing the preparation of drawings and installation/testing.
- H. When required to comply with local or state regulatory reviews, the fire alarm submittal shall have a NICET Certification of the state in which the project is completed. NOTE: The Architect/Engineer cannot stamp and seal submittal drawings not prepared under their supervision.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site under provisions of Section 260500.
- B. Store and protect products under provisions of Section 260500.

1.06 REGULATORY REQUIREMENTS

- A. System: UL or FM Global listed.
- B. Conform to requirements of NFPA 101.
- C. Conform to requirements of Americans with Disabilities Act (ADA).
- D. Conform to UL 864 Fire Alarm, UL 1076 Security, UL2017 General Signaling, and UL 2572 Mass Notification Communications.

1.07 SYSTEM DESCRIPTION

- A. Performance Statement: This specification section and the accompanying fire alarm specific design documents describe the minimum material quality, required features, and operational requirements of the system. These documents do not convey every wire that must be installed and every equipment connection that must be made. Based on the equipment described and the performance required of the system, as presented in these documents, the Vendor and the Contractor are solely responsible for determining all wiring, programming and miscellaneous equipment required for a complete and operational system.
- B. This section of the specifications includes the furnishing, installation and connection of the microprocessor controlled, intelligent reporting, fire alarm equipment required to form a complete coordinated system that is ready for operation. It shall include, but is not limited to, alarm initiating devices, control panels, auxiliary control devices, annunciators, power supplies, and wiring as indicated on the drawings and specified herein.
- C. Extending the Existing Fire Alarm System: Provide all items, components, devices, hardware, software, programming, expansion components, conduit, wiring etc. needed to extend the existing fire alarm system. This includes, but is not limited to, additional power supplies, initiating devices and circuits, signaling devices and circuits, monitoring devices and circuits, auxiliary control and related devices such as, door holders and their control, smoke damper control, fan shutdown, etc. The existing fire alarm system shall be extended such that the existing fire alarm system's functionality, integrity and annunciation shall be equivalent to pre-construction conditions, unless noted otherwise. The functionality and integrity shall be maintained during construction. The entire system shall be able to be completely reset from any single reset location point. The entire system shall be annunciated at any annunciation location.

- D. Extending the Existing Simplex 4100ES Fire Alarm System: The existing control panel shall remain and shall be operational throughout construction. The system shall only be disabled to make new connections and to modify the programming. A fire watch shall be provided for all areas affected during outages. All system outages must be scheduled with the Owner at least one week prior. Individual devices may be disabled as needed based on construction activities to reduce the potential for false alarms, but all devices must be operational when the Contractor is not physically on site. New initiating devices may be connected to the existing signaling line circuits where capacity is available. Provide additional signaling line circuits as needed based on existing and new device quantity, including replacement of existing panel components. Provide new notification circuits to serve the new devices, including all necessary power supplies, amplifiers, batteries, and 120-volt input circuits. All new devices shall be programmed to provide the same sequence of operation as the existing devices of the same type, unless noted otherwise.
- E. Fire Alarm System: NFPA 72; Automatic and manual fire alarm system, non-coded, analog-addressable with automatic sensitivity control of certain detectors, multiplexed signal transmission.
- F. System Supervision: Provide electrically supervised system, with supervised Signal Line Circuit (SLC) and Notification Appliance Circuit (NAC). Occurrence of single ground or open condition in initiating or signaling circuit places circuit in TROUBLE mode. Component or power supply failure places system in TROUBLE mode.
- G. Drawings: Only device layouts and some equipment have been shown on the contract drawings. Wiring and additional equipment to make a complete and functioning system has not been shown but shall be submitted on the shop drawings.

1.08 PROJECT RECORD DOCUMENTS

- A. Submit documents under the provisions of Section 260500.
- B. Include location of end-of-line devices.
- C. Provide a CAD drawing of each area of the building (minimum scale of 1/16" = 1'-0") showing each device on the project and its address. The devices shall be shown in their installed location and shall be labeled with the same nomenclature as is used in the fire alarm panel programming.

1.09 OPERATION AND MAINTENANCE DATA

- A. Submit data under provisions of Section 260500.
- B. Include operating instructions, and maintenance and repair procedures.
- C. Include results of testing of all devices and functions.
- D. Include manufacturer's representative's letter stating that system is operational.
- E. Include the CAD floor plan drawings.
- F. Include shop drawings as reviewed by the Architect/Engineer and the local Authority Having Jurisdiction.

1.10 WARRANTY

- A. Provide one (1) year warranty on all materials and labor from Date of Substantial Completion.
- B. Warranty requirements shall include furnishing and installing all software upgrades issued by the manufacturer during the one (1) year warranty period.

PART 2 - PRODUCTS

2.01 MANUFACTURERS

- A. Johnson Controls - Simplex

2.02 FIRE ALARM PATHWAY CLASS AND SURVIVABILITY LEVEL

- A. Pathway Class:
 - 1. Pathway Class B: Circuits NOT capable of transmitting an alarm beyond the location of the fault condition. Wiring of outgoing and return conductors is permitted to be run in the same conduit or cable.
- B. Pathway Survivability Level:
 - 1. Pathway Survivability Level 0: Circuits have no requirements for pathway survivability beyond the requirements of the code.

2.03 SIGNALING LINE CIRCUIT DEVICES

- A. Combination Devices: Subscripts identify combination type devices when applicable. Contractor shall provide the combination device or provide multiple device(s) to meet the functionality when the manufacturer does not offer the required functionality with a single device.
- B. Signal Line Device(s):
 - 1. Subscripts: Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 - a. Device type as follows:
 - 1) Candela Ratings:
 - a) ## = 15 Candela, 30 Candela; 75 Candela; 110 Candela; 177 Candela
- C. FA-120; Smoke Detectors:
 - 1. Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 - a. Device types as follows:
 - 1) Blank = Photoelectric
 - 2. (BLANK) Analog Photoelectric Type Sensor: Shall use the photoelectric principle to measure smoke density and send data to the control panel representing the analog level of smoke density measured.
 - 3. Each detector shall be mounted, where shown on the drawings, on a twist-lock base with all mounting hardware provided. Provide a two-piece head/base design.
 - 4. Each detector shall have a manual switching means to set the internal identifying code (address) of that detector, which the control panel shall use to identify its address with the type of sensor connected.
 - 5. Dual alarm and power indicators shall be provided that flash under normal conditions and remain continuous under alarm or trouble conditions. Remote indicator terminals shall be provided. Provide a remote LED indicator device if detector is not visible from a floor standing position.
 - 6. A test means shall be provided to simulate an alarm condition.
 - 7. Where operation is noted as required below 32F and/or above 120F, a conventional device shall be installed with a unique monitor module located in the nearest available location with maintained temperatures between 32F and 120F.
- D. FA-130; Manual Pull Stations:
 - 1. Manual pull station, addressable, double action with plastic breakrod, reset key lock, semi-flush mount, red high abuse plastic or cast metal construction with white lettering. Provided with all necessary mounting hardware. Use surface mount only on precast concrete or structure.
 - 2. Manual stations shall connect directly to an SLC loop. Stations shall provide address setting means using rotary decimal or DIP switches.

3. Where operation is noted as required below 32F and/or above 120F, a conventional device shall be installed with a unique monitor module located in the nearest available location, with maintained temperatures between 32F and 120F.

E. FA-140; Heat Detectors:

1. Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 - a. Device types as follows:
 - 1) Blank = Combination Rate of Rise / Fixed Temp
2. (BLANK) Combination rate of rise and 135F fixed temperature analog thermal type sensor. Factory programmed to alarm at 135F and at 15F per minute rate-of-rise. Sensor shall measure heat level and send data to the control panel representing the analog level of thermal measurement and rate-of-rise.
3. Provide a two-piece head/base design, with a manual switching means to set the internal identifying code (address) of that detector, which the control panel shall use to identify its address with the type of sensor connected.
4. Heat detectors shall connect directly to SLC loops. Where fixed temperature or explosion proof detectors are used, one monitor module may be used to monitor all detectors in one room/area as shown on the drawings.
5. Detectors shall be mounted, where shown on the drawings, on a twist-lock base with all mounting hardware provided.
6. Provide a remote LED indicator device if detector is not visible from a floor-standing position.
7. Dual alarm and power indicators shall be provided that flash under normal conditions and remain continuous under alarm or trouble conditions. A connection for attachment of a remote indicator shall be provided.
8. A test means shall be provided to simulate an alarm condition.

2.04 NOTIFICATION APPLIANCE DEVICES

- A. Combination Devices: Subscripts identify combination type devices when applicable. Contractor shall provide the combination device or provide multiple device(s) to meet the functionality when the manufacturer does not offer the required functionality with a single device.
- B. Notification Appliance Device(s):
 1. Subscripts: Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 - a. Device types as follows:
 - 1) Candela Ratings:
 - a) ## = 15 Candela; 30 Candela; 75 Candela; 110 Candela; 177 Candela
- C. Notification Device(s):
 1. Wall Mounted: Red housing with white lettering or pictogram.
 2. Ceiling Mounted: Red housing with white lettering or pictogram.
- D. FA-200; Visual Alarm Devices:
 1. Wall or ceiling mounted, refer to plans.
 2. High intensity (Candela rating as scheduled on the drawings) xenon strobe or equivalent under a lens. Candela rating shall be visible from exterior of the device.

3. The maximum pulse duration shall be 0.2 seconds with a maximum duty cycle of 40%. The flash rate shall be 1 Hz. Where more than two strobes are visible from any one location, the fire alarm visual devices shall be synchronized.
 4. Device, housing, and backbox shall be UL listed for fire alarm/emergency applications.
- E. FA-210; Audio Horn Alarm Devices:
1. Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 2. Device types as follows:
 3. Wall or ceiling mounted, refer to plans.
 4. Sound Rating: 85 dB at 10 feet. Sound levels for alarm signals shall not exceed 120 dBA in the occupied area.
 5. Device shall be capable of a high and low dB level setting. Unless noted otherwise, the device shall be set to the high setting at building completion.
 6. Device, housing, and backbox shall be UL listed for fire alarm/emergency applications.
- F. FA-211; Combination Audio Horn and Visual Alarm Device:
1. Wall or ceiling mounted, refer to plans.
 2. Combine audio and visual components into a single device. Refer to the corresponding paragraphs above for requirements of each component.

2.05 NOTIFICATION APPLIANCE CIRCUIT PANEL (NAC)

- A. As shown on the plans or as a Contractor's option if not shown, furnish and install NAC extender panels as necessary to provide remote power supply for notification appliance circuits (NAC). Contractor shall indicate quantity and locations of each NAC on the shop drawing submittals.
- B. Each NAC shall be self-contained remote power supply with batteries, and battery charger mounted in a surface lockable cabinet. Battery capacity shall be sufficient for operation for 24 hours in a non-alarm state followed by alarm for 15 minutes, plus 25% spare capacity for future devices. Each NAC provides a minimum of up to 4 outputs, 2A continuous, or 6A full load total capacity.
- C. Power for each NAC shall be from a local 120 VAC circuit. Provide two #12 conductors and one #12 ground in 1/2" conduit to each NAC from a dedicated 20A/1P circuit breaker with a red handle and a manufacturer's standard handle lock-on device. Coordinate panel and circuit number with the Architect/Engineer prior to installation.
- D. NAC extender panels may be installed only in janitor closets.
- E. Mounting: Surface.

2.06 ANNUNCIATION

- A. FA-242; Fire Alarm Remote Indicator and Test Switch:
1. Red LED type.
 2. Key switch test selector.
 3. Mounts flush to a single gang box.

2.07 CONNECTIONS TO AUXILIARY DEVICES PROVIDED BY OTHERS

- A. FA-161; Lighting Control Override:
1. Subscript: Subscripts are used to define the device type, installation, and identify the device with a specific sequence of operation.
 - a. LC = Lighting Control Override

2. The lighting control system(s) is equipped with a remote input fire alarm override contact to allow the fire alarm system via an output relay to override the lighting control sequence of operation upon a fire alarm "alarm" condition. The fire alarm system will provide addressable fire alarm output relay(s) to interface with the lighting control system. Coordinate the location and quantity of relays required with the lighting control system.
3. Provide (FA-161) fire alarm addressable control module for each interface required for the lighting control system.

2.08 WIRING

- A. Fire alarm wiring/cabling shall be furnished and installed by the Contractor in accordance with the manufacturer's recommendations and pursuant to National Fire Codes. Cabling shall be UL listed and labeled as complying with the Electrical Code for power-limited fire alarm signal service.
- B. Fire Alarm Cable:
 1. Manufacturers:
 - a. Comtran Corp.
 - b. Helix/HiTemp Cables, Inc.
 - c. Rockbestos-Suprenant Cable Corp.
 - d. West Penn Wire/CDT.
 - e. Radix.

PART 3 - EXECUTION**3.01 SEQUENCES OF FIRE ALARM OPERATION**

- A. General:
 1. Refer to the Fire Alarm Operation Matrix on the drawings for basic requirements and system operation.
- B. Panel/Annunciator Alarm, Trouble, Supervisory Indication:
 1. Appropriate system Alarm, Trouble, or Supervisory LED shall flash at the control panel, transponder, and annunciator locations.
 2. A local signal in the control panel shall sound.
 3. The LCD display shall indicate all information associated with the condition, including the name of the item, type of device and its location within the protected premises.
 4. history storage equipment shall log the information associated with the fire alarm control panel (FAP) condition, along with the time and date.
 5. Transmit the appropriate signal (supervisory, trouble, alarm) to the central station via the digital communicator.
- C. Audible Alarms Sequence:
 1. Audible alarms throughout the building shall sound.
- D. Visual Alarms Sequence:
 1. Visual alarms throughout the building shall flash.
- E. Lighting Control Override Sequence: Coordinate requirements between the fire alarm and lighting control system.
 1. The fire alarm shall use addressable output relay(s) to remotely override the local lighting control sequences of operation for egress, emergency, and life safety designated lighting. Coordinate the location and quantity of addressable output relays required with the lighting control shop drawings. Addressable fire alarm relays will be required, but not limited to, at the following locations:
 - a. Automatic load control relays (ACLR).

F. Access Control Override Sequence:

1. The fire alarm shall use addressable output relay(s) to signal the access control panel.
2. Refer to the access control specifications for requirement upon fire alarm signal. The fire alarm shall initiate an override of delayed egress doors.

3.02 INSTALLATION

A. Install system in accordance with manufacturer's instructions and referenced codes.

B. Devices:

1. General:

- a. All ceiling-mounted devices shall be located where shown on the reflected ceiling and floor plans. If not shown on the reflected ceiling or reflected floor drawings, the devices shall be installed in the relative locations shown on the floor drawings in a neat and uniform pattern.
 - b. All devices shall be coordinated with luminaires, diffusers, sprinkler heads, piping and other obstructions to maintain a neat and operable installation. Mounting locations and spacing shall not exceed the requirements of NFPA 72.
 - c. Where the devices are to be installed in a grid type ceiling system, the detectors shall be centered in the ceiling tile.
 - d. The location of all fire alarm devices shall be coordinated with other devices mounted in the proximity. Where a conflict arises with other items or with architectural elements that will not allow the device to be mounted at the location or height shown, the Contractor shall adjust location of device so that new location meets all requirements in NFPA 72 and all applicable building codes.
2. Per the requirements of NFPA, detector heads shall not be installed until after the final construction cleaning unless required by the local Authority Having Jurisdiction (AHJ). If detector heads must be installed prior to final cleaning (for partial occupancy, to monitor finished areas or as otherwise required by the AHJ), they shall not be installed until after the fire alarm panel is installed, with wires terminated, ready for operation. Any detector head installed prior to the final construction cleaning shall be removed and cleaned prior to closeout.
 3. Protection of Fire Alarm System:
 - a. A smoke detector shall be installed within the vicinity of the main fire alarm panel and every NAC extender panel per NFPA 72. A heat detector may be substituted when a smoke detector is not appropriate for the environment of installation.
 4. Manual Pull Stations:
 - a. Stations shall be located where shown and at the height noted on the drawings.
 5. Addressable Relays and Monitor Modules:
 - a. Modules shall be located as near to the respective monitor or control devices as possible, unless otherwise indicated on the drawings.
 - b. All modules shall be mounted in or on a junction box in an accessible location.
 - c. Where not visible from a floor standing position, a remote indicator shall be installed to allow inspection of the device status from a local floor standing location.
 6. Notification Appliance Devices:
 - a. Devices shall be located where shown on the drawings.
 - b. Wall-mounted audio, visual and audio/visual alarm devices shall be mounted as denoted on the drawings.

C. Wiring:

1. Fire alarm wiring/cabling shall be provided by the Contractor in accordance with the manufacturer's recommendations and pursuant to National Fire Codes.

2. Wiring shall be installed in conduit from device to above accessible ceilings. Exposed plenum-rated cable (FPLP) shall be used above accessible ceilings supported every 4 feet or run in cable trays (if applicable) maintaining a minimum of 5-inches clearance from all lighting ballasts. Fire alarm cabling shall not be installed in the same bridge rings or cable trays designated for the cabling of other systems.
 3. All junction boxes with SLC and NAC circuits shall be identified on cover. Refer to Identification Section 260513 for color and identification requirements.
 4. Fire Alarm Power Branch Circuits: Building wiring as specified in Section 260513.
 5. Notification Appliance Circuits shall provide the features listed below. These requirements may require separate circuits for visual and audible devices.
 - a. Fire alarm temporal audible notification for all audio appliances.
 - b. Synchronization of all visual devices where two or more devices are visible from the same location.
 - c. Ability to silence audible alarm while maintaining visual device operation.
 6. Notification Appliance Circuits shall not span floors or smoke compartments. Refer to architectural drawings for smoke compartments.
 7. No wiring other than that directly associated with fire alarm detection, alarm or auxiliary fire protection functions shall be in fire alarm conduits. Wiring splices shall be avoided to the extent possible, and if needed, they shall be made only in junction boxes and enclosed by plastic wire nut type connectors. Transposing or changing color coding of wires shall not be permitted. All conductors in conduit containing more than one wire shall be labeled on each end, in all junction boxes, and at each device with "E-Z Markers" or equivalent. Conductors in cabinets shall be carefully formed and harnessed so that each drops off directly opposite to its terminal. Cabinet terminals shall be numbered and coded, and no unterminated conductors are permitted in cabinets or control panels. All controls, function switches, etc. shall be clearly labeled on all equipment panels.
- D. Fire Alarm Cabling Color Code: Provide circuit conductors with insulation color coding as follows or using colored tape at each conductor termination and in each junction box.
1. Power Branch Circuit Conductors: In accordance with Section 260553.
 2. DC Power Supply Circuit: Overall red jacket with violet and brown conductors.
 3. Notification Appliance Circuit: Overall red jacket with blue and white conductors.
- E. Devices surface mounted in finished areas shall be mounted on surface backboxes furnished by fire alarm equipment supplier. Backboxes shall be painted to match device, shall be the same shape and size as the device shall not have visible knockouts.
- F. Make conduit and wiring connections to door release devices, sprinkler flow and pressure switches, sprinkler valve monitor switches, fire suppression system control panels, duct analog smoke detectors and all other system devices shown or noted on the Contract Documents or required in the manufacturer's product data and shop drawings.

3.03 FIELD QUALITY CONTROL

- A. Field inspection and testing will be performed under provisions of Section 260500.
- B. Test in accordance with NFPA 72, Chapter 14 and local fire department requirements. Submit documentation with O & M manuals in accordance with Section 14.6 of the Code.
- C. Additionally, test the voice alarm communication system intelligibility per IEC 60849:
 1. Utilize equipment designed to test per IEC 60849 per the equipment manufacturer's instructions. This equipment includes a signal generator, which is input to the fire alarm system and a portable measurement device. This equipment is available from Simplex Grinnell or Gold Line.

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3.04 MANUFACTURER'S FIELD SERVICES

- A. Provide manufacturer's field services under provisions of Section 260500.
- B. Include services of certified technician to supervise installation, adjustments, final connections, and system testing.
- C. Note that room numbers depicted on the architectural/engineering drawings will not necessarily reflect the actual room (signage) numbers that the Owner selects. Contractor and fire alarm manufacturer shall coordinate the actual room numbers as the Owner directs to identify each device. This list shall be a part of the floor plan record drawing to be turned in at the project closeout.

END OF SECTION 283100