

PROJECT MANUAL

PROJECT NAME:

DOM-IT CC Jessie Parker South
Renovation

PROJECT ADDRESS:

510 E 12th Street
Des Moines, Iowa 50319

PROJECT DATE: April 10, 2026

OWNER:

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



OWNER PROJECT NUMBER: 9518.00
OWNER REQUEST FOR BID NUMBER: RFB 951800-01

CONSTRUCTION MANAGER:

DCI Group
220 SE 6th Street, Suite 200
Des Moines, IA 50309



CONSTRUCTION MANAGER PROJECT NUMBER: 9518.00

ARCHITECT:

Substance Architecture
1300 Walnut Street, Suite 201
Des Moines, IA 50309

ARCHITECT PROJECT NUMBER: 0719-01

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SECTION 00 0107

SEALS PAGE

<p>ARCHITECT OF RECORD SUBSTANCE ARCHITECTURE 1300 WALNUT STREET, SUITE 201 DES MOINES, IA 50309</p>	<p>I HEREBY CERTIFY THAT THE PORTION OF THIS TECHNICAL SUBMISSION DESCRIBED BELOW WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND RESPONSIBLE CHARGE. I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF IOWA.</p> <hr/> <p>(PRINTED OR TYPED NAME) (LICENSE NUM.)</p> <hr/> <p>(SIGNATURE)</p> <p>SHEETS COVERED BY THIS SEAL:</p> <hr/> <p>MY LICENSE RENEWAL DATE IS: _____</p>
<p>ENGINEER OF RECORD IMEG CORP. 2882 106TH STREET DES MOINES, IA 50322</p>	<p>I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.</p> <hr/> <p>(PRINTED OR TYPED NAME) (LICENSE NUM.)</p> <hr/> <p>(SIGNATURE)</p> <p>SHEETS COVERED BY THIS SEAL:</p> <hr/> <p>MY LICENSE RENEWAL DATE IS: _____</p>
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END OF SECTION

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END OF SECTION

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SECTION 00 0115
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P201 LEVEL 1 FLOOR PLAN - PLUMBING

P202 LEVEL 2 FLOOR PLAN - PLUMBING

P300 PLUMBING DETAILS, DIAGRAMS, AND SCHEDULES

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M200 LOWER LEVEL FLOOR PLAN - HVAC

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END OF SECTION

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SECTION 00 0116

BID SUBMITTAL CHECKLIST

PART 1 - GENERAL

1.01 BID SUBMITTAL CHECKLIST

- A. The Bidder is responsible to see 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 the 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 #951800-01**

The Iowa Department of Administrative Services will be receiving bids for the renovation of the Jessie Parker South office area located at the Jessie Parker Building, 510 E 12th Street, Des Moines, IA, 50319.

The Iowa Department of Administrative Services anticipates construction to begin on May 08, 2026, and end on October 07, 2026.

Bids must be received no later than **2:00 PM, Thursday, April 30, 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 bid opening will be held virtually at 3:30PM on Google Meet on Thursday, April 30, 2026. The meeting information is listed below:

Meeting code

meet.google.com/avn-qmam-vdm

Phone Numbers

[+1 567-281-8303](tel:+15672818303)

PIN: 607 780 106#

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 2:00 PM, April 24, 2026, to the Issuing Officer.

Bidding documents may stipulate a specific product. Substitute product will be considered if a written request is received by 2:00 PM, April 24, 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 Wednesday, April 22, 2026, at 9:00 AM at the Jessie Parker Building at 510 E 12th Street, Des Moines, IA, 50319. This meeting is not mandatory but is highly recommended.

Bidding Documents, including drawing sheets bearing the project name 9518.00 – DOM-IT CC Jessie Parker South Office Renovation, dated April 10, 2026 and the Project Manual prepared by Substance Architecture dated April 10, 2026, may be obtained from Beeline and Blue by visiting www.beelineandblue.com or by calling (515) 244-1611 on Monday, April 13, 2026.

For further information regarding this project contact:

Michael Bradbury – Issuing Officer

Phone: (515) 515-823-9327

E-Mail: construction.procurement@iowa.gov

END OF SECTION

SECTION 00 2113
INSTRUCTIONS TO BIDDERS
RFB #951800-01

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

- A. Project Description: Jessie Parker South Office Renovation

1.03 OWNER

- A. 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@iowa.gov

- B. OWNER REPRESENTATIVE: Jennie Elliott, State of Iowa, Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319, Phone: (515) 745-2281; email: jennie.elliott@iowa.gov
- C. CONSTRUCTION MANAGER CONTACT: Jarrad Boever, DCI Group, 220 SE 6th St., Ste 200, Des Moines, IA 50309, Phone: (515) 480-8280; email: jarradb@dcigroup-us.com
- D. DESIGN PROFESSIONAL CONTACT: Matt Rodekamp, Substance Architecture, 1300 Walnut St., Ste 201, Des Moines, IA 50309, Phone: (515) 699-1655; email: mrodekamp@substancearchitecture.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) (Required)
 - 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.

Sourcing Events ?

Show Opening or Closing Soon ▾ [Go to Public Opportunities](#)

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 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 – 05/01/2026
- B. Anticipated Date of Commencement – 05/08/2026
- C. Substantial Completion by – 10/07/2026

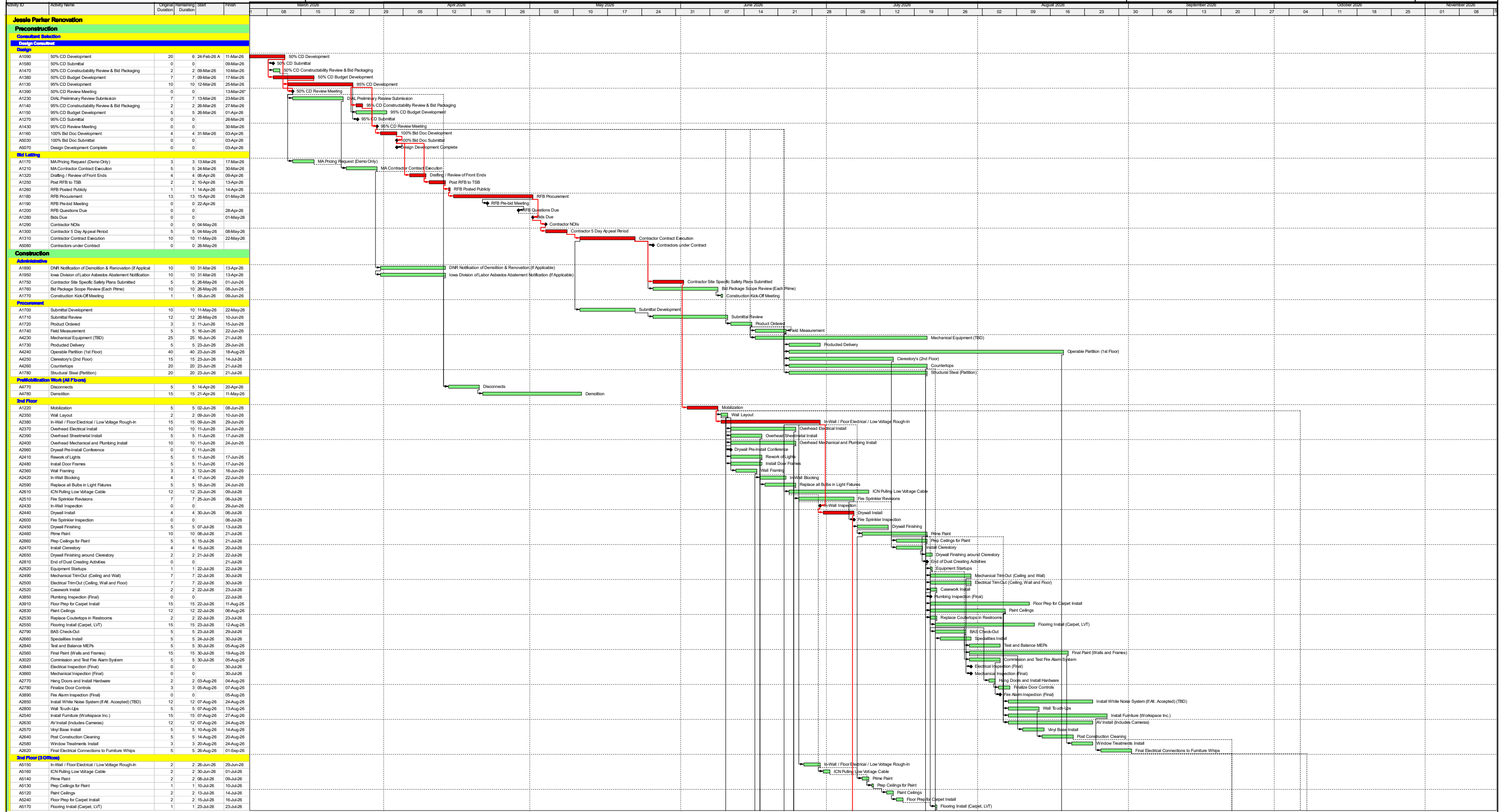
PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

Jessie Parker Renovation Schedule Update Layout - Schedule Update

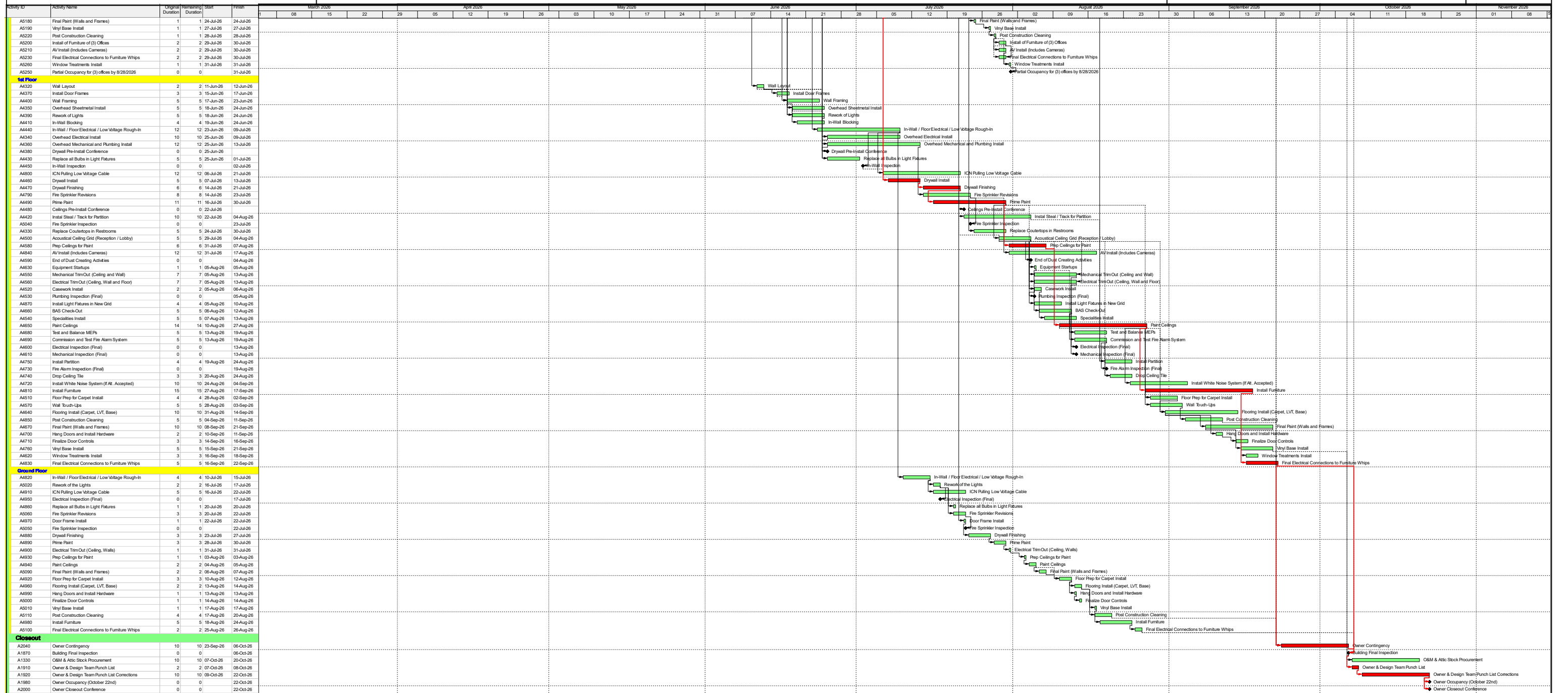
13-Mar-26



- █ Actual Work
- █ Remaining Work
- █ Critical Remaining Work
- ◆ Milestone

Jessie Parker Renovation Schedule Update Layout - Schedule Update

13-Mar-26



- Actual Work
- Remaining Work
- Critical Remaining Work
- ◆ Milestone

Data Date: 03-Mar-26
Baseline:

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. An existing asbestos testing report for Project, prepared by Atlas Technical Consultants LLC, dated March 4, 2026, is available for viewing as attached at the end of this section.
- C. Related Requirements:
 - 1. Document "Instructions to Bidders" for the Bidder's responsibilities for examination of Project site and existing conditions.
 - 2. Section 02 4119 "Selective Structure Demolition" for notification requirements if materials suspected of containing hazardous materials are encountered.
 - 3. 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

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. Electrical Permit and Inspections: Trade Contractor is responsible for permits and inspections.
- C. 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 #951800-01

BID FORM for CONSTRUCTION CONTRACT

for

Jessie Parker Building
510 E 12th Street
Des Moines, Iowa 50319
Project 9518.00

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 April 10, 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 shall 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: Flooring

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

_____ Dollars
(\$_____).

BP 03

Description: Electrical, Low Voltage and Fire Alarm

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

_____ Dollars
(\$_____).

BP 04

Description: Mechanical and Plumbing

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

_____ Dollars
(\$_____).

ALTERNATES:

ALT 01

Description: Thermostat Replacement

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

Dollars

(\$_____).

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 NONDISCRIMINATION 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 ensure 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

IOWA DEPARTMENT OF ADMINISTRATIVE SERVICES
 SUBCONTRACTOR
 TARGETED SMALL BUSINESS ENTERPRISE
 PRE-BID CONTRACT INFORMATION

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 contracts 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

SUBCONTRACTOR	TSB	DATES CONTACTED	QUOTES RECEIVED		QUOTATION USED IN BID	
			YES/NO	DATES	YES/NO	DOLLAR AMOUNT PROPOSED TO BE SUBCONTRACTED

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").

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.
 ConsensusDOCS 262 • BID BOND Copyright © 2007, Revised 2009 and 2011, ConsensusDOCS LLC. AN INDIVIDUAL PURCHASE OF THIS DOCUMENT PERMITS THE USER TO PRINT ONE CONTRACT FOR ONE PROJECT ONLY. YOU MAY ONLY MAKE COPIES OF A COMPLETED DOCUMENT FOR DISTRIBUTION TO PARTIES IN DIRECT CONNECTION WITH THE SPECIFIC CONSTRUCTION PROJECT. ANY OTHER USES, INCLUDING COPYING THE DOCUMENT, ARE STRICTLY PROHIBITED.

By virtue of this Bid Bond (the "Bond"), the Constructor as Principal and _____ as Surety ("Surety"), are bound to the Owner as Oblige 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 Oblige shall accept the bid of the Constructor, the Constructor shall enter into an Agreement with the Oblige 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 Oblige the difference between the amount of Constructor's bid and the amount of such agreement the Oblige 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)

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 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 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 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 cancellation 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.

DRAFT



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 Oblige 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.

ConsensusDOCS 260 • PERFORMANCE BOND Copyright © 2007, Revised 2009 and 2011, ConsensusDOCS LLC. AN INDIVIDUAL PURCHASE OF THIS DOCUMENT PERMITS THE USER TO PRINT ONE CONTRACT FOR ONE PROJECT ONLY. YOU MAY ONLY MAKE COPIES OF A COMPLETED DOCUMENT FOR DISTRIBUTION TO PARTIES IN DIRECT CONNECTION WITH THE SPECIFIC CONSTRUCTION PROJECT. ANY OTHER USES, INCLUDING COPYING THE DOCUMENT, ARE STRICTLY PROHIBITED.

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)

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.

ConsensusDOCS 260 • PERFORMANCE BOND Copyright © 2007, Revised 2009 and 2011, ConsensusDOCS LLC. AN INDIVIDUAL PURCHASE OF THIS DOCUMENT PERMITS THE USER TO PRINT ONE CONTRACT FOR ONE PROJECT ONLY. YOU MAY ONLY MAKE COPIES OF A COMPLETED DOCUMENT FOR DISTRIBUTION TO PARTIES IN DIRECT CONNECTION WITH THE SPECIFIC CONSTRUCTION PROJECT. ANY OTHER USES, INCLUDING COPYING THE DOCUMENT, ARE STRICTLY PROHIBITED.



**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 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 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: _____

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Print Title: _____

Witness:

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

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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

1.02 PROJECT INFORMATION

- A. Facility Name/Location: Jessie Parker Building – South, 510 E. 12th, Des Moines, Iowa 50319
- B. DAS Project #: 9518.00
- 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: Jennie Elliott, Iowa Department of Administrative Services, 109 SE 13th Street, Des Moines, IA 50319
- E. Construction Manager: DCI Group, 220 SE 6th St., Des Moines, IA 50023

1.03 PROJECT SUMMARY

- A. The project includes renovations to three floors of the Jessie Parker building South.
- B. Target date to provide substantial completion is October 7, 2026.

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.
8. All contractors shall be aware that the general demolition (i.e. doors and walls) will be completed by others prior to the start of construction. This includes the work identified on A0.80, A0.81, A0.82

1.05 WORK HOUR RESTRICTIONS

- A. Work hours are from 07:00 AM to 05:00 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.
- C. Facility will be occupied at all times during duration of work. Contractor personnel shall conduct themselves in an agreeable manner at all times. Failure to do so may result in removal from the work site.

1.07 OWNER OCCUPANCY

- A. Owner intends to occupy the Project 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. All construction workers must have a background check completed prior to entering the campus to perform work.
- C. Hot Work Permit Processes and Fire Watch, when necessary, will be adhered to for this project.
- D. All State properties are tobacco free. No smoking will be permitted or tolerated on campus unless in designated areas.
- E. You are permitted access only to the work site and no other area of the institution.
- F. No drugs, alcohol, or firearms are allowed on the work site.
- G. Do not leave money, drugs, alcohol, or firearms in your personal vehicle.
- H. Company and personal vehicles are to be parked and locked in designated or authorized area of the work.
- I. Secure all tools at the end of the day.
- J. Maintain control of all tools, supplies, and debris at all times during the work.

- K. Never leave keys in any vehicle. If a security officer finds keys in a vehicle, they are under orders to turn them in to a security supervisor.
- L. Do not give anything to residents or take anything from residents; if they offer, inform your supervisor.
- M. Secure all tools at the end of each day. Never leave tools unattended. All tools shall be checked in at the beginning of the day and checked out at the end of the day. If security officers find loose tools, they are under orders to turn them in to their supervisor.
- N. All delivery vehicles must go directly to the job site. Extra time should be anticipated for all deliveries. Provide 24-hour notice to the facility of deliveries.
- O. During an emergency, follow the instructions of the security staff.
- P. Contractor shall wear clothing of a different color, pattern, fashion, etc. as to distinguish themselves from inmates.

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. General:
 - a. Demolition of the gypsum board ceilings in the 1st Floor Reception space (A0.91 Keynote 7) will have been previously removed by others.
 - b. Where access panels are called to be demolished, this contractor shall be responsible to remove and prepare opening for drywall patching and repairs.
 - 2. Concrete Sealing:
 - a. Sealing of exposed concrete shall be the responsibility of this contractor. This contractor shall cleaning flooring, including the removal of existing markings.
 - b. All floor preparation shall be the responsibility of this contractor. This shall include, but not be limited to, existing mastic removal, cleaning and sweeping, filling small voids and cracks, and minor gridding or filling to achieve floor flatness.
 - c. This contractor shall be responsible for testing all substrates to confirm existing conditions conform to manufacturer requirements. Any deviations shall be brought to the attention of the construction manager and designer prior to starting installation.
 - 3. Carpentry:
 - a. This contractor shall be responsible for all gypsum inwall or gypsum ceiling blocking as required to accommodate gypsum wall and gypsum ceiling mounted devices provided by ALL bid packages.
 - b. All new casework, casework hardware, countertops, aprons, backsplashes, and integral sinks shall be the responsibility of this contractor. This contractor shall be responsible for countertop penetrations including sink cutouts. Coordinate with Bid Package #04 for cutout templates as well as mounting clearances required beneath counter.
 - c. For all new casework, this contractor shall provide and install all fillers and scribe all casework to minimize gaps between casework and walls.
 - 4. Doors and Hardware:
 - a. This contractor shall be responsible for the installation of all doors and hardware. All doors and hardware have been salvaged by Owner or others and are located within the Jessie Parker building. Salvaged doors will be labeled with new location's door number.
 - b. All new frames shall be provided and installed by this contractor. This contractor shall be responsible for coordinating all hardware rough-ins including access controls. Coordinate with Bid Package #03 on requirements.
 - 5. Painting and Joint Sealants:
 - a. This contractor shall be responsible for preparing and painting of the existing ceiling grids and metal tiles, and reveals. It shall be the responsibility of this contractor to protect or remove all ceiling mounted devices to accommodate work.

- b. Removal of all wall mounted fixtures and devices that remain following general demolition by others, shall be removed by this contractor. Wall repairs where fixtures have been removed shall also be the responsibility of this contractor.
- c. This contractor shall be responsible for preparing and painting the following, but not limited to:
 - 1) Gypsum board walls, ceilings, and bulkheads
 - 2) Metal ceiling panels, grid, and reveals
 - 3) Hollow metal frames and doors
- d. This contractor shall be responsible for preparing and installation joint sealants at the following, but not limited to:
 - 1) Roof access door
 - 2) Countertops
 - 3) Where painted walls abut dissimilar surfaces
- 6. Ceilings:
 - a. Where ceiling tiles are called to be relocated or rotated, this shall be the responsibility of this bid package.
 - b. Contractor shall review existing ceiling tiles that are to remain or be reused for damage and report any damage to the construction manager. A RCP shall be provided to the construction manager identifying damage tiles for the Owners review. Painting of the ceiling tiles shall not occur until after direction is provided on damaged tiles.
 - c. Installation of new act panels shall be the responsibility of this contractor.
- 7. Framing and Drywall:
 - a. This contractor shall be responsible for all new gypsum board construction including framing, insulation, drywall and finishing for all walls, ceilings, bulkheads, modifications, and patching. Where devices are removed by others, this contractor shall be responsible for gypsum board repairs.
 - b. Where vinyl base is removed, this contractor shall be responsible to patch drywall to provide a smooth surface for new vinyl base installation.
- 8. Tiling:
 - a. All new floor and wall tile installation shall be the responsibility of this contractor.
 - b. All floor preparation shall be the responsibility of this contractor. This shall include, but not be limited to, existing mastic removal, cleaning and sweeping, filling small voids and cracks, and minor gridding or filling to achieve floor flatness.
 - c. This contractor shall be responsible for testing all substrates to confirm existing conditions conform to manufacturer requirements. Any deviations shall be brought to the attention of the construction manager and designer prior to starting installation.
- 9. Glazing:
 - a. This contractor shall be responsible for all new clerestories, window frames and glazing.
 - b. This contractor shall be responsible for all window films.
 - c. Reinstallation of salvaged transaction glass and frames shall be the responsibility of this contractor. Contractor shall clean glass and frames, including the removal of existing sealants or glue, prior and after installation.
 - d. Installation of salvaged glass end cap shall be the responsibility of this contractor. End cap to be cleaned prior and after installation.
- 10. Specialties:
 - a. This contractor shall be responsible for the new operable partition. This shall include all structural supports required for installation. Closet doors in new operable partition pocket shall be the responsibility of this contractor as well.
 - b. All new window coverings shall be the responsibility of this contractor.

B. **Bid Package #02 – Flooring:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:

1. This contractor shall be responsible for all carpet removal, floor preparation, and replacement.
 2. This contractor shall install blank sheet metal plates, provided by Bid Package #04, for capping of the abandoned floor box locations.
 3. LVP installation shall be the responsibility of this contractor.
 4. All floor preparation shall be the responsibility of this contractor. This shall include, but not be limited to, existing mastic removal, cleaning and sweeping, filling small voids and cracks, and minor gridding or filling to achieve floor flatness.
 5. This contractor shall be responsible for testing all substrates to confirm existing conditions conform to manufacturer requirements. Any deviations shall be brought to the attention of the construction manager and designer prior to starting installation.
- C. **Bid Package #03** – Electrical, Low Voltage and Fire Alarm: Trade Contractor shall include all of the following, but not limited to, as part of the contract:
1. General:
 - a. This contractor shall be responsible for all electrical, low voltage, and fire alarm scope.
 - b. Demolition of existing floor mounted power/data tombstones will be completed by others prior to the start of construction. Demolition of wiring back to the source shall be the responsibility of this bid package. Capping with a blank metal plate will be by others.
 - c. All ceiling and wall mounted electrical and low voltage devices that are called to be demolished, salvaged, or relocated shall be the responsibility of this contractor. Coordinate removal prior to painting of ceilings.
 2. Power, Low Voltage, and Lighting:
 - a. This contractor shall be responsible for power and low voltage rough-ins and wiring for all devices and equipment required for this bid packages work, as well as equipment provided by others and identified in the construction documents. For equipment by others, this contractor shall coordinate with equipment providers on rough-in and power requirements. This shall exclude low voltage wiring and termination which will be by others. Pathways and rough-ins for low voltage will still be the responsibility of Bid Package #03.
 - b. It shall be the responsibility of this contractor to make all adjustments necessary for revisions to existing lighting. This shall include rotating lights and extending circuiting if necessary.
 - c. Installation of all owner provided or salvaged light fixtures, including emergency lighting and exit signs, shall be installed by this contractor.
 - d. Where new light fixtures, including emergency lighting and exit signs. are called for, this contractor shall be responsible to provide and install.
 - e. All lighting controls modifications shall be the responsibility of this contractor.
 - f. As part of the VAV Refurbishment scope, this contractor shall verify the Electrical scope identified under the Single Duct VAV Box W/ Hot Water Reheat Refurbishment Notes. This contractor shall be coordinate with Bid Package #04 and shall provide results to Bid Package #04 for incorporation into a report.
 - g. Connections to owner provided equipment and furniture shall be the responsibility of this contractor.
 - h. All modifications required at the electrical panels shall be the responsibility of this bid package. Contractor shall provide and updated and typed panel schedule installed in each electrical panel at the end of the project.
 3. Access Controls:
 - a. This contractor shall be responsible for all access controls installation. This shall include power, low voltage rough-ins, and connections to doors and hardware provided by others. Coordinate with Bid Package #01 on requirements. Access controls programing and training shall also be the responsibility of this contractor.

- b. This contractor shall be responsible for the installation and programming of the reception panic button and door release. Coordinate with the designer and Owner on panic and door release button locations prior to installation.
 - 4. Fire Alarm:
 - a. This contractor shall be responsible for all smoke and fire detection, including demolition, salvage, relocation, new devices, wiring, and programming.
 - b. Where modifications to the fire alarm system require partial or full shut down of the fire alarm system, this contractor shall provide a qualified individual for monitoring of the fire alarm panel as well as individual for fire watch as required by the Capitol Complex.
- D. **Bid Package #04 – Mechanical and Plumbing:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
 - 1. This contractor shall be responsible for mechanical and plumbing scope. This shall include, but not be limited to, demolition, equipment, installation, relocation, refurbishment, controls, insulation, testing and balancing.
 - 2. This contractor shall be responsible for all new diffusers and grilles.
 - 3. All mechanical and plumbing insulation shall be the responsibility of this contractor.
 - 4. Disconnect of all mechanical and plumbing to make safe for construction shall be the responsibility of this contractor. All capping and temporary capping shall be the responsibility of this contractor.
 - 5. All devices and equipment to be salvaged and reinstalled shall be the responsibility of this contractor. This contractor shall clean all devices and equipment prior to reinstall.
 - 6. All new plumbing fixtures shall be the responsibility of this contractor. This contractor shall coordinate with Bid Package #01 on countertop sink cut ins including undercounter mounting clearance requirements.
 - 7. This contractor shall be responsible for the removal and relocation of thermostats. All low voltage wiring, wire mold, and controls work shall be the responsibility of this contractor.
 - 8. Contractor shall provide a marked-up plan identifying the location and condition of existing radiant ceiling panels and VAVs.
 - 9. All test and balancing shall be the responsibility of this contractor.
 - 10. All work associated with the Single Duct VAV Box w/ Hot Water Reheat Refurbishment Notes shall be the responsibility of this contractor, excluding the electrical verifications. Coordinate with Bid Package #03 for electrical verification. A report shall be developed by Bid Package #04 and the results of electrical verifications should be added to the documentation and reporting.
 - 11. This contractor shall provide blank sheet metal plates to the Bid Package #02 for capping of the abandoned floor box locations.
- E. **Alternate #01 – Thermostat Replacement:** Trade Contractor shall include all of the following, but not limited to, as part of the contract:
 - 1. Provide all labor, materials, and equipment to replace all existing thermostats within the construction area with new. This shall include programming at needed.
 - 2. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 3. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
 - 4. Execute accepted alternates under the same conditions as other work of the Contract.
- F. **Work Performed by Owner:** State of Iowa will perform the following work items:
 - 1. Relocate all moveable furniture, fixtures and equipment (FF&E), including window treatments; and personal materials from each sequenced work area prior to demolition and construction activities and after new construction is completed.
 - 2. Data wiring, terminations, and testing.
 - 3. AV installation

G. **Owner Furnished Products:** State of Iowa will provide the following materials for installation by the contractor:

1. Metal ceiling panels as needed.
2. Additional light fixtures as needed.

PART 2 - PRODUCTS – NOT USED

PART 3 - EXECUTION – NOT USED

END OF SECTION

SECTION 01 1201

GENERAL WORK REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Bidding
- B. Safety
- C. Site Management
- D. Schedule Management
- E. General Housekeeping

1.02 BIDDING

- F. Trade Contractor shall include all applicable fees, permits, freight, hoisting, scaffolding, clean up, supervision, overhead, etc. to perform his work.
- G. The owner will provide the general building permit only. All other permits required for completion of contractor's scope of work or by any governing body are the responsibility of said contractor.
- H. Bidders to review ALL Bid Packages to fully understand the requirements of each package. Where two bid packages conflict, confirm with Construction Manager as to which package is to perform the work noted before bidding. After bidding, any conflict noted will be evaluated by the Construction Manager. The Construction Manager will then determine which package should perform the work and which package will credit the associated work's cost.
- I. Where conditions conflict in the project manual or project drawings, contact the Construction Manager for clarification. When in doubt figure the more extensive requirement.
- J. Each contractor is responsible for the identification of alternates and how they relate to each bid package. If a bid package is affected in ANY way by ANY of the alternates, an add/deduct should be noted on the bid form. If there is no change in cost write zero dollars.
- K. The Contractor should visit the site of the Work to acquaint the firm with all local conditions affecting the Contract, including the structure of the ground, the obstacles which may be encountered, and all other conditions relative to the Work to be performed; and shall not be allowed any extra compensation by reason of any difficulties or obstacles which the Bidder could have discovered or reasonably anticipated prior to Bidding. Contractor shall review Instructions to Bidders for coordination of site visits.
- L. On all project Drawings, figures take precedence over measurement by scale, and any scaling is done at the Contractor's own risk. The Design Professional shall decide on questions that may arise regarding the meaning and intent of the Project Drawings and Project Specifications. Should any details or figures have been omitted which are necessary to a clear understanding of the Work or should any error appear in either, or should discrepancies be found between the Project Drawings and Project Specifications, it shall be the duty of the Contractor to notify the Construction Manager of such omissions, errors, or discrepancies, and in no case proceed in uncertainty. Mistakes resulting from the Contractor's neglect to notify the Construction Manager in such matters shall be corrected at the expense of the Contractor. Bidders are responsible for all electronic documents and their use is at their risk.
- M. Construction Manager (DCI Group) has been engaged for this Project to serve as an advisor to the Owner and to provide assistance in administering the Contract for Construction between Owner and the Contractor. The Construction Manager will not be providing any self-performed work for this Project.
- N. All Contractors are responsible for on the job supervision of their work, or any subcontracted work. An onsite Superintendent or lead foreman is required during any time that work is being performed to coordinate their work and work with other trades. No superintendent or lead foreman may be replaced without approval of the Owner and DCI Group. Any work necessary to be performed after the regular working hours shall be supervised and shall be done at no additional cost to the Owner.

- O. All food and drinks shall be confined to CM designated areas and a maintained covered trash container shall be provided by the contractor. Failure to comply with this rule may cause a need for extra cleaning efforts by others which will result in a back charge to the Contractor.
- P. Tools, materials, and equipment storage and security is the responsibility of each Contractor.
- Q. All work shall comply with the applicable codes and standards adopted by the Authority having Jurisdiction.
- R. All Authorities having Jurisdiction inspections shall be requested by the responsible contractor and coordinated through the Construction Manager. Attendance by contractors is mandatory as applicable to the work being inspected.
- S. All contractors must have the appropriate licenses to perform work in the jurisdictions.
- T. Before ordering any materials or performing any Work, the Contractors shall verify all measurements at the Project Site for the particular Work and be responsible for the correctness of same. No extra charge or compensation will be allowed to the Contractor on account of differences between actual dimensions and the measurements shown on the Project Drawings. Any noticeable discrepancy in this request shall be reported to the Construction Manager immediately for his consideration and decision. All the component parts of the Work shall be carefully checked and laid out in order that the structure as a whole shall conform to the intent of the Project Drawings and Project Manual.
- U. The Contractor shall have personnel attending regular project meetings. These meetings will be held at intervals established by the Construction Manager. Contractor must have representative attending when they are on the job or needed for coordination prior to having work start on the project. The representative attending must be able to adequately represent the Contractor and speak on the Contractors behalf providing valuable information to the meeting; specifically, things such as schedule, cost, production, manpower, etc.
- V. Contractor will be required to attend all pre-installation conferences before commencement of related work.
- W. Trade Contractor shall complete a daily log for each work day on site and submit to Construction Manager. Content of daily log will be directed by Construction Manager.
- X. This Contractor is responsible to protect all openings made to the existing buildings envelope, as required for this bid package work, for the entire time work is being conducted until the new work scope is completed. This protection shall include but is not limited to protection against; rain, snow, wind infiltration, security and temperature fluctuations. Trade Contractor will maintain all weather protection provisions until permanent work is completed. All cost relating to damage incurred to existing facilities as a result of improper weather protection provisions will be borne by the Trade Contractor.

1.03 SAFETY

- A. The contractor shall comply with all local and federal, safety and health requirements.
 - 1. Contractor will provide a safety plan customized for the project to DCI Group.
 - 2. It is the contractor's responsibility to notify other contractor's on the jobsite of any hazardous materials to which their employees may be exposed.
 - 3. All Contractors shall inform their employees to immediately advise their supervisor of any unsafe conditions that are encountered. The supervisor shall promptly remediate such danger and/or contact the Construction Manager.
 - 4. Contractors performing hot work are to have a fire extinguisher in their work areas at all times as applicable.
 - 5. All Contractors are responsible for their own fall protection.
 - 6. Contractors are required to provide emergency phone numbers upon the request of the Construction Manager. Emergency phone numbers are numbers where the Contractor can be reached during off hours.
 - 7. All floor edge, roof and similar openings, barricades, handrails, or cabling for fall protection will be installed by the Contractor that creates the hazard as part of that Contractor's scope of work. At no time shall an opening be left unprotected from fall hazard. All Contractors shall protect and maintain such devices per OSHA standards. When a device conflicts with the work of this bid package or when the

work of this bid package replaces the need for such devices, this Contractor is responsible for removal. If the work of this Contractor requires additional holes/penetrations, this Contractor shall provide necessary protection until final materials are installed.

8. No fire exit can be blocked at any time.

1.04 SITE MANAGEMENT

- A. All contractors are responsible for all their own utility locates. This shall include both public and private locates. All Contractors shall coordinate locates with One Call Services.
- B. When active services are encountered in the Work, protect, brace and support existing active sewers, gas, electric or other services, where required for proper execution of the Work. If existing active services are encountered that require relocation, make request in writing for determination. Do not proceed with Work until written directions are received. Do not prevent or disturb operation of active services that are to remain.
- C. All contractors are required to protect their work. Provide proper protection for all existing work performed by others when performing your work next to, or around, other materials. Repair or replacement of any damaged material will be the responsibility of the contractor who damaged it.
- D. All contractors/vendors are responsible for their own cutting and patching unless otherwise specified.
- E. All contractors shall provide protection to the building at any penetrations created by that bid package. This shall include protection from rain, wind, temperatures, humidity, animals, or unauthorized access. Protection shall be in place and maintained until final penetration sealants or repairs are made.
- F. All contractors are responsible for maintaining dust control during their work.
- G. Contractors shall be responsible for maintaining traffic control coordination with the Owner, DCI Group, and the Authority Having Jurisdiction.
- H. Public and private roadways will be maintained and cleaned as required by the contractor leaving debris, mud, excess gravel, etc. on roadways at their expense as defined in bid packages.
- I. No steel track mounted equipment will be allowed on finished paved surfaces. Any damage to the finished paved surfaces will be repaired at the cost to the contractor causing such damage.
- J. Bridging of finished pavement will be responsibility of the contractor. This includes bridging curbs, pavement, sidewalks, etc. Any damage to the aforementioned including pavement markings will be repaired or replaced at the cost of the contractor causing such damage.
- K. Contractors that have work that requires equipment off of the existing road ways are required to locate and protect from damage all under and above ground existing features such as utilities, tunnels, landscaping, etc... The Contractor will be responsible to repair back to original condition any damages that occur, including but not limited to ruts and sod damage.
- L. Any areas disturbed or damaged by one's operation are to be repaired to Owner/Construction Manager's satisfaction.
- M. Contractor shall clean their installed materials prior to the next successor activity.
- N. Any signs located on the jobsite must be approved by the Construction Manager. Signage will not be allowed in most cases unless it is required for safety or provides instruction.
- O. Receiving, unloading and handling of material provided by the bid package shall be included. Spotting location shall be coordinated with the Construction Manager. All deliveries shall be coordinated with other Contractors and Construction Manager in advance of the delivery. Provide freight to the jobsite for any material provided. If storage is not available onsite, each bid package shall include other means of secure storage. If contractor is not onsite to unload delivery, the delivery will be rejected and will have to be re-scheduled at the contractor's expense. Materials must be stored off the ground, out of the mud and on a solid surface. As required or needed, material should be stored on dunnage or pallets in order to keep it off the ground or surface below. Special storage is the responsibility of respective contractor.
- P. Contractor shall not store materials within construction designated locations without approval from Construction Manager. No materials storage will be allowed that may inhibit construction progress.

- Q. The Contractors shall layout and correctly establish all lines, levels, grades, positions, walls, partitions, equipment and location of all Work on the Project and be responsible for their accuracy and proper correlation with control lines, monuments and data furnished. Such monuments and data shall be carefully preserved and, if displaced, reset at the expense of the persons displacing them.
- R. All Contractors are responsible for the coordination of their work with the complete set of specifications, construction drawings, addenda, request for information (RFI's), Architect's Instruction to Contractor (ITC), shop drawings, coordination drawings, and other contract modifications.
- S. Contractor shall carefully inspect any work performed by others that is to receive, align, abut or similarly relate to the Contractor's work and shall immediately notify the Construction Manager in writing of any apparent defects or inconsistencies. The Contractor is responsible for coordinating and verifying the dimension, measurements, and elevations at the project site relevant to the Contractor's work. If Contractor commences his work without such written notice, such commencement shall constitute acceptance of all such work performed by others and of all such field conditions, and all costs incurred in connection with the Contractor's work as a result thereof shall be borne by Contractor.
- T. Incorporate construction tolerances for the work of others into the design of the systems in this scope of work. Include field measurements of work by others and any necessary adjustments to systems prior to fabrication to accommodate such allowable tolerances, or accept all costs to correct materials, which do not fit job conditions.
- U. Any interior work that is scheduled to be completed while Owner is in normal operation must be sensitive to the Owners continued use of the building. No workers are allowed to be in areas of the building that are not directly related to scope of work. Hallways and general access paths to construction areas must also be kept clean at all times. The Owner has the right at any time to shut down any construction activities that they deem to be too much of a distraction to the occupants of the building.
- V. All contractors are responsible for familiarizing themselves with the coordination and sequencing requirements related to Owner furnished equipment.
- W. If not already required by the contract documents and reasonably requested by the Construction Manager, the Contractor shall prepare coordinated drawings in areas of congestion specifically noting and advising the Construction Manager of potential conflicts between the Contractor's work and other work at the project. Even with such cooperative and coordinated efforts should a conflict occur the Construction Manager will determine how such conflicts should be resolved and its decision in that regard will be final. The Contractor agrees to abide by such decisions and make any changes required to eliminate such conflict without additional costs or expense to the Owner.

1.05 SCHEDULE MANAGEMENT

- A. Prior to the commencement of the construction for the Prime Contract Work, the Prime Contractor shall participate in a minimum of two (2) joint planning meetings with the Construction Manager and other Prime Contractors for the purpose of planning the overall Construction Schedule. A Preliminary Construction Schedule as developed by the Construction Manager will be used as the basis of the overall Construction Schedule. In consultation with the Prime Contractor, the Construction Manager shall incorporate the Prime Contract Work and work of other prime contractors into the overall Construction Schedule for the entire project. Critical Milestones and working hours as defined by the Construction Manager (as included in the bidding documents) will not be altered. The Prime Contractor shall on a weekly basis (at a minimum) provide the Construction Manager scheduling information with regards to progress and work to be performed in the next 4 (four) weeks. The Prime Contractor shall be bound by the Construction schedule. Nothing in the Prime Contract Agreement shall relieve the Prime Contractor of any liability for any unexcused failure to comply with the agreed upon overall Construction Schedule or any completion dates. The Construction Manager shall have the right to coordinate the Prime Contractors, including the right, if necessary, to change the time, order and priority in which the

various portions of the Prime Contract Work and other work associated with the Project shall be performed.

- B. All Contractors shall cooperate with the Construction Manager and with other Contractors. The completion of the Work will depend upon a collective effort by all parties involved.

1.06 GENERAL HOUSEKEEPING

- A. Daily cleanup (broom clean) of dust and debris from construction operation is part of each contractor's scope of work. If any contractor fails to keep the site clean and organized on a continuous basis, the Construction Manager will notify the contractor in writing only once. The contractor will then have 24 hours to correct the situation. If the contractor fails to correct the situation, the Construction Manager will hire another party for cleaning and charge the said contractor. Trade Contractor shall submit prior to beginning work a plan to the Construction Manager defining manpower and methods for achieving daily cleanup. If Construction Manager deems necessary, each Trade Contractor shall provide 1 employee for each 5 employees on the project to clean all work areas and/or staging areas to a broom clean condition. If the Trade Contractor has less than 5 employees on site, the contractor will provide 1 employee to the necessary cleanup requirement. Cleanup duration will take as long as it takes to achieve the broom clean results.

PART 2 - **PRODUCTS – NOT USED**

PART 3 - **EXECUTION – NOT USED**

END OF SECTION 01 1201

SECTION 01 1202

SPECIAL WORK REQUIREMENTS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Special Work Requirements

1.02 SPECIAL WORK REQUIREMENTS

- A. Bidders are to hold their bids for a period of thirty (30) days after the bid.
- B. Contractors and their employees shall show upmost respect for the occupying residents and staff. Profanity and unnecessary loud language will not be tolerated.
- C. Each Contractor working in Owner occupied space will provide necessary means of protection to floors, walls, ceilings, equipment as required to accomplish work without harming or damaging existing conditions. All damage performed during this work will be charged to the responsible contractor.
- D. The use of motorized scissor lifts will not be allowed except under special circumstances and must have prior approval from the Construction Manager.
- E. All deliveries must be accepted by the Contractor.
- F. Owner will provide snow removal to all existing pavements on campus that are not under construction. See specific Contractor's responsibility under specific Bid Packages.
- G. Contractor includes complete cleanup and haul off to dumpster (Provided by Bid Package #1) for all typical construction debris resulting from this scope of work. Bid Package #1 Contractor will be responsible for providing dumpsters as required for the entire project duration and understands that ALL Bid Packages will be using dumpster. Each Prime Contractor to provide brooms, shovels and other equipment for cleanup for their respective scope of work. Excess materials shall be removed from the site at the Contractor's expense. All primes shall remove debris on a daily basis.
- H. Contractor will be responsible to provide portable generators or an alternative power source for all tools and equipment that require a power source higher than 120 Volt.
- I. Contractors working on roofs are required to take appropriate precautionary measures to protect existing roofing from damage. Contractors are required to take all precautionary measures necessary to ensure that their items do not fall or blow off the roofs.
- J. Prior to performing work in areas with smoke and fire detection systems the Contractor shall coordinate with the CM precautionary measures to eliminate false alarms. If the fire alarm system is activated and there is not an emergency the Contractor responsible for the false activation shall be responsible to pay for all resulting owner incurred expenses such as Emergency Response fees.
- K. General Contractor Bid Package #01 will provide temporary toilet facilities for ALL Contractors and for the entire duration of the project. Temporary toilets shall meet all OSHA regulations.
- L. Contractors shall document existing conditions prior to start of work. All damage to existing pavements, landscaped areas, and all other existing property will be repaired by the responsible Contractor. Interior as well.
- M. The Prime Contractor's shall provide the Construction Manager detailed information as outlined below for the purpose of developing the Construction Schedule:
 - a. **SUBMITTALS:**
 - i. Submittal Schedule: Prime Contractor shall submit a submittal schedule listing all required submittals, submittal "To CM" dates, procurement durations, and expected dates for materials to be on the jobsite. The submittal schedule shall be submitted to the CM within five (5) business days of receipt of Owner/Prime Contractor Agreement.
 - ii. Format: Submittal Schedule shall be prepared in an Excel spreadsheet.

- iii. Materials & Long Lead Procurement: Prime Contractor shall identify any/all submittal items that require "field verifies" and also identify the dates when these field verifies can be taken.
- N. See preliminary construction schedule in Section 00 3113. This schedule will aid the bidder(s) in understanding the preliminary scheduling and planning for the project. As the construction schedule is finalized the **Prime Contractor and their Subcontractors** shall participate in a meeting with the Construction Manager and other Prime Contractors for the purpose of presenting the overall Construction Schedule. These "Subcontractors" shall be any/all subcontractors who will be performing Work on the project.
- O. Per the preliminary construction schedule the bidder(s) acknowledges that there are multiple phases, sub-phases, material deliveries, and milestone completion dates required in order to complete the work.
- P. The Owner owns the weather duration contingency as shown in the preliminary construction schedule on the following pages. The Construction Manager manages and will adjust the weather duration contingency. As weather days are not utilized the substantial completion dates shall be adjusted accordingly.
- Q. **Expected work hours will be 7:00 AM to 5:00 PM Monday thru Friday (5 day work week). Contractors requiring working time other than these hours are to coordinate and receive approval in advance from the Construction Manager. The Contractor shall provide, at their expense, increased work crews and/or overtime necessary to meet the scheduled milestones. Contractor shall immediately notify the Construction Manager of any delays in the work.**
- R. After contract bid award, the Contractor is required to attend a meeting with the Construction Manager to review bid package scopes.
- S. Parking and material staging on site will be limited to the staging area called out in the construction drawings. All contractors shall coordinate their parking and material staging with the DCI Group Project Manager, DCI Superintendent or DCI Designated Personnel.
- T. The jobsite is on Public Property. Smoking or smokeless tobacco **WILL NOT** be allowed. Also, no shelled sunflower seeds are allowed inside the enclosed facility.
- U. No radios or headsets are allowed in the construction areas.
- V. All warranties start at Project Substantial Completion, Contractor will be required to provide from this date and not the startup date of the equipment. Contractor will not be compensated for any cost related to purchasing extended warranties to meet this requirement. See Special Work Requirements for project schedule information.
- W. Contractors shall maintain accurate as-built construction records and provide complete clean and legible copies to Construction Manager on completion of work. All Contractors will be required to provide electronic copies as well as hard copies of all O&M's and as-built drawings. See Project Manual for additional Closeout requirements.

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 Contractor 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)
- F. Background Checks
- G. Notifications for Capitol Complex
- H. Utility Locates/Ground Penetrations for Capitol Complex
- I. Utility Locates/Ground Penetrations
- J. Fire Watch for Capitol Complex

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.

3.05 BACKGROUND CHECKS

- A. Background checks must be performed on all on site employees, including sub-contractors.
- B. The Contractor hereby explicitly authorized the Iowa DAS to conduct criminal history and/or other background investigation(s) of the Contractor, its officers, supervisory personnel, employees, and other staff retained by the Contractor or their sub-contractors for the performance of the contract.
- C. A state of Iowa record check request form will be provided at the pre-construction meeting. Information required may include:
1. Last Name
 2. First Name
 3. Middle Name
 4. Date of Birth
 5. State Driver's License or State ID #
 6. Social Security #

3.06 NOTIFICATIONS FOR CAPITOL COMPLEX

- A. For work on Capitol Complex, notification requests must be provided to Construction Manager for work affecting the following:
1. Parking Access
 2. Excessive Noise
 3. Odors
 4. Disruption of Equipment
 5. Excessive Dust
 6. Fire Alarm
 7. HVAC System/Controls
 8. Plumbing/Restrooms
 9. Lighting
 10. Power/Electrical
- B. Information must be received on form following this section
1. Notice for tunnel repairs must be received by the Construction Manager for forward to Owner's Representative a minimum of ten (10) working days before the work is to occur (for tunnel shut downs).
 2. All other notices must be received by the Construction Manager for forward to Owner's Representative a minimum of three (3) working days prior to the work occurring.

3.07 UTILITY LOCATES/GROUND PENETRATIONS FOR CAPITOL COMPLEX

- A. Call Iowa One Call at 800-292-8989 to request a Joint Meeting Locate.
1. Requests must be least five (5) working days prior to ground penetration.
 2. A representative from the requesting group and DAS must be present for the Joint Meeting Locate.

- B. Complete the Capitol Complex Digging Application online at <https://das.iowa.gov/general-services/capitol-complex-events/digging-application-form>.
- C. Requesting groups will mark the area(s) intended to be penetrated with white spray paint or mark with white flags.
- D. One Call and/or Vannguard must place their locate flags appropriately in the areas.
- E. Contractor requesting the locate will be responsible for the locate charge.
- F. Ground penetration on Capitol Complex is not allowed until the steps listed above have been taken and locations have been approved.

3.08 UTILITY LOCATES/GROUND PENETRATIONS

- A. Call Iowa One Call at 800-292-8989 to request a locate
 1. Requests must be least five (5) working days prior to ground penetration.

3.09 FIRE WATCH FOR CAPITOL COMPLEX

- A. Fire watch is to be performed any time the fire alarm is disabled for more than four hours. This includes both when the system is in bypass and when any detectors are disabled by removal or covering.
- B. When fire alarm is disabled for four hours or less it will be at the discretion of Owner to determine if fire watch must be provided.
- C. Written notice must be received two (2) working days prior to scheduling of fire watch.

END OF SECTION

**CONSTRUCTION PROJECT REQUEST FOR NOTIFICATION AND/OR SERVICES
FROM CAPITOL COMPLEX MAINTENANCE (CCM)**

Notifications must be provided to Owner’s Representative to forward to CCM Plant Operations Manager. Information must be received by Owner’s Representative in email format. Notice for tunnel repairs must be received 11 days before the work is to occur (for tunnel shut downs). All other notices must be received by the Owners Representative 4 working days prior to the work occurring.

DAS Project Number: 9518.00_____

Brief Description of Work: _____

Building: Jessie Parker_____

Affected Locations within Building: _____

Dates of Work: _____

Hours of Work: _____

Impact: Parking Noise Odors Equipment Other disruption
 Dust Fire Alarm HVAC Plumbing/Restroom Lighting
 Power/Electrical Private/Public Utility Locate _____

Escort: Required Not Required Need assistance to determine

Additional Information: (or attached map/drawing of affected area/impact)

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 the Contractor of the 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, startup 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. Temporary Sanitary Facilities
- C. Telephone Service
- D. Removal of Utilities, Facilities, and Controls
- E. Temporary Facilities
- F. Equipment
- G. Vehicular Access and Parking
- H. Traffic Regulation
- I. Barriers
- J. 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 TEMPORARY SANITARY FACILITIES

- A. Provide and maintain required facilities and enclosures. Provide at time of project mobilization.
- B. Maintain daily in clean and sanitary condition.

1.04 TELEPHONE SERVICE

- A. Provide, maintain, and pay for telephone service to field or use a cellular telephone.

1.05 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 are 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 02 4100

DEMOLITION

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Selective demolition of building elements for alteration purposes.

1.02 RELATED REQUIREMENTS

- A. Section 01 1202 - General Work Requirements: Limitations on Contractor's use of site and premises.
- B. Section 01 5000 - Temporary Facilities and Controls: Site fences, security, protective barriers, and waste removal.
- C. Section 01 7300 - Execution: Project conditions; protection of bench marks, survey control points, and existing construction to remain; reinstallation of removed products; temporary bracing and shoring.

1.03 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 Salvage: Detach or dismantle items from existing construction in a manner to prevent damage. Clean, package, label and deliver salvaged items to Owner in ready-for-reuse condition.
- D. 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.
- E. Existing to Remain: Designation for existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.

1.04 REFERENCE STANDARDS

- A. 29 CFR 1926 - Safety and Health Regulations for Construction; Current Edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2022, with Errata (2021).

1.05 SUBMITTALS

- A. See Section 01 3300 Submittal Procedures for submittal procedures.
- B. Demolition Plan: Submit demolition plan as required by OSHA and local AHJs.
 - 1. Indicate extent of demolition, removal sequencing, bracing and shoring, and location and construction of barricades and fences.

PART 3 EXECUTION

2.01 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 Owner.
- C. Hazardous Materials:
1. If hazardous materials are discovered during removal operations, stop work and notify Construction Manager and Owner; hazardous materials include regulated asbestos containing materials, lead, PCBs, and mercury.
 2. Hazardous Materials: Comply with 29 CFR 1926 and state and local regulations.

2.02 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. Remove existing work as indicated and required to accomplish new work.
1. Remove items indicated on drawings.
- C. 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.
- D. 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.

2.03 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

SECTION 03 3511

CONCRETE FLOOR FINISHES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Penetrating sealers.

1.02 SUBMITTALS

- A. See Section 01 3300 Submittal Procedures, for submittal procedures.
- B. Product Data: Manufacturer's published data on each finishing product, including information on compatibility of different products and limitations.
- C. Manufacturer's Instructions: Indicate manufacturer's installation instructions for preparation of substrate, application of finishing products, and requirements for polishing and protection of finished surface.
- D. Installer's qualification statement.
- E. Maintenance Data: Provide data on maintenance and renewal of applied finishes.
- F. Specimen warranty.
- G. Executed warranty.

1.03 QUALITY ASSURANCE

- A. Installer Qualifications: Company specializing in performing work of type specified and approved by manufacturer.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Deliver materials in manufacturer's sealed packaging, including application instructions.

1.05 FIELD CONDITIONS

- A. Maintain light level equivalent to a minimum 200 W light source at 8 feet (2.5 m) above the floor surface over each 20 foot (6 m) square area of floor being finished.
- B. Maintain ambient temperature of 50 degrees F (10 degrees C) minimum.

1.06 WARRANTY

- A. See Section 01 7700 - Closeout Procedures for additional requirements.
- B. Finish Warranty: Provide five-year manufacturer warranty against excessive degradation of finish. Include provision for replacement of units with excessive fading, chalking, or flaking.
- C. Extended Correction Period: Correct defective work within 2-year period commencing on Date of Substantial Completion.

PART 2 PRODUCTS

2.01 APPLICATIONS

- A. Penetrating Sealer:
 - 1. Use at the following locations: where Sealed Concrete is indicated on the finish schedule.

2.02 COATINGS

- A. Penetrating Sealer: Transparent, nonyellowing, water- or solvent-based coating.
 - 1. Composition: Silane-siloxane mixture.
 - a. Products:
 - 1) Clemons Concrete Coatings: www.clemonsconcretecoatings.com/#sle.
 - 2) Hi-Tech Systems; ConSeal PS: www.hitechpolyurea.com/#sle.
 - 3) SpecChem, LLC; SpecShield WB: www.specchem.com/#sle.
 - 4) TK Products Construction Coatings: www.surecretedesign.com/#sle.

- 5) Or architect pre-approved equivalent.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that floor surfaces are acceptable to receive the work of this section.
- B. Verify that flaws in concrete have been patched and joints filled with methods and materials suitable for further finishes.

3.02 GENERAL

- A. Apply materials in accordance with manufacturer's instructions.

3.03 COATING APPLICATION

- A. Clean existing surface of previous coatings, sealers, curing compounds, water repellents, laitance, efflorescence, fats, oils, grease, wax, soluble salts, residues from cleaning agents, and other impediments to adhesion using manufacturer's recommended methods.
- B. Protect adjacent non-coated areas from drips, overflow, and overspray; immediately remove excess material.
- C. Apply coatings in accordance with manufacturer's instructions, matching approved mock-ups for color, special effects, sealing and workmanship.

3.04 PROTECTION

- A. Protect installed coatings from subsequent construction operations.
- B. Do not permit traffic over unprotected floor surface.

END OF SECTION

SECTION 05 5000

METAL FABRICATIONS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Shop fabricated steel items.

1.02 REFERENCE STANDARDS

- A. ASTM A36/A36M - Standard Specification for Carbon Structural Steel; 2019.
- B. ASTM A53/A53M - Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless; 2024.
- C. ASTM A283/A283M - Standard Specification for Low and Intermediate Tensile Strength Carbon Steel Plates; 2024.
- D. ASTM A307 - Standard Specification for Carbon Steel Bolts, Studs, and Threaded Rod 60 000 PSI Tensile Strength; 2021.
- E. ASTM A501/A501M - Standard Specification for Hot-Formed Welded and Seamless Carbon Steel Structural Tubing; 2021.
- F. AWS A2.4 - Standard Symbols for Welding, Brazing, and Nondestructive Examination; 2020.
- G. AWS D1.1/D1.1M - Structural Welding Code - Steel; 2025, with Errata (2026).
- H. SSPC-Paint 15 - Steel Joist Shop Primer/Metal Building Primer; 2004.
- I. SSPC-SP 2 - Hand Tool Cleaning; 2024.

1.03 SUBMITTALS

- A. See Section 01 3300 Submittal Procedures, for submittal procedures.
- B. Shop Drawings: Indicate profiles, sizes, connection attachments, reinforcing, anchorage, size and type of fasteners, and accessories. Include erection drawings, elevations, and details where applicable.
 - 1. Indicate welded connections using standard AWS A2.4 welding symbols. Indicate net weld lengths.

PART 2 PRODUCTS

2.01 MATERIALS - STEEL

- A. Steel Sections: ASTM A36/A36M.
- B. Steel Tubing: ASTM A501/A501M hot-formed structural tubing.
- C. Plates: ASTM A283/A283M.
- D. Mechanical Fasteners: Same material as or compatible with materials being fastened; type consistent with design and specified quality level.
- E. Bolts, Nuts, and Washers: ASTM A307, Grade A, plain.
- F. Welding Materials: AWS D1.1/D1.1M; type required for materials being welded.
- G. Shop and Touch-Up Primer: SSPC-Paint 15, complying with VOC limitations of authorities having jurisdiction.

2.02 FABRICATION

- A. Fit and shop assemble items in largest practical sections, for delivery to site.
- B. Fabricate items with joints tightly fitted and secured.
- C. Grind exposed joints flush and smooth with adjacent finish surface. Make exposed joints butt tight, flush, and hairline. Ease exposed edges to small uniform radius.

- D. Furnish components required for anchorage of fabrications. Fabricate anchors and related components of same material and finish as fabrication, except where specifically noted otherwise.

2.03 FABRICATED ITEMS

- A. Support framing for folding partition systems; prime paint finish.

2.04 FINISHES - STEEL

- A. Prime paint steel items.
- B. Prepare surfaces to be primed in accordance with SSPC-SP2.
- C. Clean surfaces of rust, scale, grease, and foreign matter prior to finishing.
- D. Prime Painting: Two coats.

2.05 FABRICATION TOLERANCES

- A. Squareness: 1/8 inch (3 mm) maximum difference in diagonal measurements.
- B. Maximum Offset Between Faces: 1/16 inch (1.5 mm).
- C. Maximum Misalignment of Adjacent Members: 1/16 inch (1.5 mm).
- D. Maximum Bow: 1/8 inch (3 mm) in 48 inches (1.2 m).
- E. Maximum Deviation From Plane: 1/16 inch (1.5 mm) in 48 inches (1.2 m).

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field conditions are acceptable and are ready to receive work.

3.02 PREPARATION

- A. Clean and strip primed steel items to bare metal where site welding is required.

3.03 INSTALLATION

- A. Install items plumb and level, accurately fitted, free from distortion or defects.
- B. Provide for erection loads, and for sufficient temporary bracing to maintain true alignment until completion of erection and installation of permanent attachments.
- C. Obtain approval prior to site cutting or making adjustments not scheduled.
- D. After erection, prime welds, abrasions, and surfaces not shop primed .

3.04 TOLERANCES

- A. Maximum Variation From Plumb: 1/8 inch (3 mm) per story, non-cumulative.
- B. Maximum Offset From True Alignment: 1/8 inch (3 mm).
- C. Maximum Out-of-Position: 1/8 inch (3 mm).

END OF SECTION

SECTION 06 1053

MISCELLANEOUS ROUGH CARPENTRY

PART 1 GENERAL

1.01 SECTIONS INCLUDES

- A. Fire-retardant-treated wood materials.
- B. Concealed wood blocking, nailers, and supports.

1.02 REFERENCE STANDARDS

- A. PS 20 - American Softwood Lumber Standard; 2025.
- B. SPIB (GR) - Standard Grading Rules; 2021.

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. Grading Agency: Southern Pine Inspection Bureau, Inc; SPIB (GR).
- B. Sizes: Nominal sizes as indicated on drawings, S4S.
- C. Moisture Content: S-dry or MC19.
- D. Miscellaneous Framing, Blocking, Nailers, Grounds, and Furring:
 - 1. Lumber: S4S, No.2 or Standard Grade.
 - 2. Boards: Standard or No.3.

PART 3 EXECUTION

3.01 PREPARATION

- A. Coordinate installation of rough carpentry members specified in other sections.

3.02 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.

3.03 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. Wall brackets.
 - 3. Wall-mounted door stops.
 - 4. Wall mounted monitors and other A/V equipment..

3.04 CLEANING

- A. Do not leave wood, shavings, sawdust, etc. on ground or buried in fill.
- B. Prevent sawdust and wood shavings from entering storm drainage system.

END OF SECTION

SECTION 06 4100

ARCHITECTURAL WOOD CASEWORK

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Wood casework with laminate cladding.
- B. Cabinet and drawer hardware.

1.02 RELATED REQUIREMENTS

- A. Section 06 1053 - Miscellaneous Rough Carpentry.
- B. Section 12 3600 - Countertops.

1.03 ABBREVIATIONS AND ACRONYMS

- A. AWI: Architectural Woodwork Institute.
- B. CCP: Certified Compliance Program.
- C. HPDL: High-pressure decorative laminate.
- D. HDF: High-density fiberboard.
- E. MDF: Medium-density fiberboard.
- F. MDO: Medium-density overlay.
- G. PTB: Particleboard.
- H. TFL: Thermally-fused laminate.

1.04 REFERENCE STANDARDS

- A. ANSI A135.4 - Basic Hardboard; 2012 (Reaffirmed 2020).
- B. ANSI A208.1 - American National Standard for Particleboard; 2022.
- C. ANSI A208.2 - Medium Density Fiberboard (MDF) for Interior Applications; 2022.
- D. ANSI/AWI 0400 - Factory Finishing; 2022.
- E. ANSI/AWI 0620 - Finish Carpentry/Installation; 2024.
- F. ANSI/AWI 0641 - Architectural Wood Casework; 2019.
- G. AWI 100 - Submittals; 2018.
- H. AWI 200 - Care and Storage; 2018.
- I. AWI 300 - Materials; 2018.
- J. BHMA A156.9 - Cabinet Hardware; 2020.
- K. BHMA A156.18 - Standard for Materials and Finishes; 2020.
- L. PS 1 - Structural Plywood; 2023.

1.05 ADMINISTRATIVE REQUIREMENTS

- A. Coordination:
 - 1. Coordinate work of this section with installation of wood blocking, wood backing, metal strapping, and other anchorage that provides casework backing and structural support.
 - 2. Coordinate work of this section with rough-in plumbing and rough-in electrical integrally-related with casework.
- B. Preinstallation Meeting: Convene preinstallation meeting not less than one week prior to completion of framing behind casework; require attendance of contractor, framing contractor, and casework fabricator.
 - 1. Review locations of casework backing and structural support.

2. Review backing attachment method to wall framing as indicated on drawings.

1.06 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. AWI QCP Program Submittal Requirements: Comply with AWI 100.
- C. Product Data: Submit manufacturer's published, product descriptive data.
 1. Panel Cores for Wood Veneer and 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. Metal Drawer Boxes: For each type of metal drawer box.
 5. Hardware: For each type of cabinet and drawer hardware.
 6. Locks: For each type of cabinet and drawer lock.
- D. Shop Drawings:
 1. General: Each sheet sequentially numbered and dated.
 - a. Sheet Size: 11 by 17 inches (280 by 430 mm).
 - b. Contents: Indicate project name and project address.
 2. AWI QCP Program Shop Drawing Requirements:
 - a. Comply with AWI 100 for shop drawing front matter documentation.
 - b. Cover Sheet: Include phone numbers of design and general contractor firms.
 - c. Table of Contents: Include page number and title of each shop drawing.
 - d. Aesthetic Grade: Identify specified grade and indicate compliance.
 - e. Performance Duty Level: Identify specified duty level and indicate compliance.
 - f. Identification of Materials: Include material lists or schedules.
 - g. Reference Plans: Casework locations in relative context of building floor plans.
 - 1) Drawing Scale: 1/4 inch = 1 foot (1:50), minimum.
 - h. Plans and Elevations: Plan and elevation views of each assembly type.
 - 1) Include rough opening dimensions and casework assembly dimensions.
 - 2) Drawing Scale: 3/4 inch = 1 foot (1:20), minimum.
 - i. Detailed Sections: Dimensioned section views of each casework configuration.
 - 1) Include appropriate locations for casework wall anchorage.
 - 2) Drawing Scale: 1-1/2 inch = 1 foot (1:10), minimum.
 - j. Details: Dimensioned casework assembly details with material thicknesses.
 - 1) Include wood veneer panels, laminate-clad panels, and panel cores.
 - 2) Drawing Scale: 3 inches = 1 foot (1:4), minimum.
- E. Samples:
 1. AWI QCP Program Requirements for Samples: Comply with AWI 100.
 2. Samples, Laminate-Clad Panels: For each laminate-clad type, submit two, laminate-clad sample panels; size: 8 by 8 inches (200 by 200 mm); thickness: 3/4 inch (19 mm).
 3. Samples for Initial Selection:
 - a. HPDL Edgebanding: For each edgebanding type, submit two manufacturer's standard palettes, indicating full range of colors.
 4. Samples, Edgebanding:
 - a. HPDL Edgebanding: For each edgebanding type, submit two sample strips, 6 inches (150 mm) long, minimum.
 5. Samples, Laminates: For each laminate type, submit two samples for each specified color.
 6. Samples, Hardware: For each hinge type, submit one sample, full-size, indicating specified finish.
 7. Samples, Hardware: For each adjustable shelf standard type, submit one sample, indicating specified finish; size: 6 inches (150 mm).

1.07 QUALITY ASSURANCE

- A. Fabricator Qualifications: AWI QCP-licensed woodworking firm.
- B. Architectural Woodwork Institute (AWI) Quality Certification Program (QCP):
 - 1. Project Number: Upon contract, contracting company will register work for QCP certification.
 - 2. Scope of Work:
 - a. Shop drawing review provided by AWI QCP-appointed inspector.
 - b. Casework fabrication provided by AWI QCP-licensed woodworking company.
 - c. Installation inspection performed by unlicensed woodworking company.

1.08 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.
- C. Store products in interior rooms with completed wet work and overhead work.
- D. Relative Humidity Conditions for Storing Wood and Wood-Based Core Products:
 - 1. Maintain relative humidity between 25 and 45 percent.
- E. For products other than wood and wood-based products, store and handle in accordance with fabricator's documented instructions.
- F. Handle materials and products to prevent damage to edges, ends, or surfaces.
- G. Handle wood products with clean hands or gloves; protect from marks or damage.

1.09 FIELD CONDITIONS

- A. Ambient Conditions for Acclimation, Installation, and Post-Installation of Wood-Based Products:
 - 1. Acclimation Period Prior to Installation: 72 hours minimum, inside installation environment.
 - 2. Temperature Conditions During Installation and Post-Installation: Maintain temperature between 60 degrees F (16 degrees C) and 90 degrees F (32 degrees C).
 - 3. Relative Humidity Conditions During Acclimation, Installation, and Post-Installation: Maintain relative humidity between 25 and 45 percent.
 - 4. Maximum Sustained Time outside Specified Relative Humidity Range: 24 hours.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Formica Corporation: www.formica.com/,
- B. Wilsonart: <https://www.wilsonart.com/>.
- C. Panolam Surface Systems: <https://panolam.com/>
- D. Or architect pre-approved equivalent.
- E. Source Limitations: Furnish products provided by a single fabricator.

2.02 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.
- D. Scribed Fillers:
 - 1. Finish and Materials: Same materials and finish as exposed surfaces.
 - 2. Material thickness: Comply with specified performance requirements.

2.03 PERFORMANCE REQUIREMENTS

- A. Architectural Woodwork Institute (AWI) Performance Requirements:
 - 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. Aesthetic Grade: Custom.
 - b. 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.
 - a. Custom Grade: Plus or minus 0.047 inch (1.2 mm) maximum.
 - 4. Cabinet Door Flatness:
 - a. Comply with specified performance requirements.

2.04 WOOD CASEWORK WITH LAMINATE CLADDING

- A. Casework Construction:
 - 1. Frameless Cabinet and Door Interface: Flush overlay.
 - 2. Door and Drawer Front Profile: Flush.
- B. Custom Grade - Laminate-Clad Wood Casework:
 - 1. Exposed Exterior Surfaces, Panels to Receive Laminate Cladding:
 - a. HPDL Panels; Surface Finish: As specified.
 - 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. Comply with specified performance requirements.
- C. Edgebanding Applications for Laminate-Clad Wood Casework:
 - 1. Drawer Box Top Edges:
 - a. Visible Cores: Provide edgebanding to match drawer side.
- D. Edgebanding Materials for Laminate-Clad Wood Casework:

2.05 EDGE TREATMENT APPLICATIONS

- A. Front Edges of Frameless Cabinets:
 - 1. Provide edgebanding.
- B. Top Edges of Cabinets:
 - 1. Provide edgebanding at top edges of cabinets less than 80 inches (2030 mm) above floor, or when top edges are visible from above.
 - 2. Provide edgebanding materials compatible to exposed exterior surfaces.
- C. Bottom Edges of Wall Cabinet Ends and Light Valances:
 - 1. Provide edgebanding materials and color to match exposed exterior surfaces.
- D. Bottom Edges of Aprons:
 - 1. Provide edgebanding.
- E. Hinged Door Edges:
 - 1. Provide edgebanding on all four edges except for solid wood doors.
- F. Drawer Front and Drawer False Front Edges:
 - 1. Provide edgebanding on all four edges except for solid wood drawers.
- G. Adjustable Shelf Edges, Semi-Exposed Surfaces:

1. Provide edgbanding that matches exposed either exterior or interior surfaces at option of Architect.
- H. Edges of Cut-Outs:
1. Provide edgbanding at cut-outs with reveals greater than 1/8 inch (3.18 mm).

2.06 HPDL-CLAD PANELS

- A. Description: Panels consisting of High-Pressure Decorative Laminate (HPDL) faces applied to cores; panel layup with face ply, back ply, and core of either single ply or odd number of inner plies, to produce balanced construction panel.
1. Panels subject to size limitations, minimum thickness requirements, and fabrication tolerances of specified aesthetic grade and performance duty level in accordance with AWI 300 and ANSI/AWI 0641.
- B. High-Pressure Decorative Laminate (HPDL): Sheet consisting of fibrous material impregnated with thermosetting resins; bonded by high-pressure process.

2.07 PANEL CORES

- A. Moisture-Resistant or Fire-Resistant Cores: Provide color-tinting or other distinguishing markings to indicate cores with moisture-resistant or fire-resistant properties.
- B. Particleboard (PTB):
1. Description: Composite panel composed of cellulosic particles, additives, and bonding system; comply with ANSI A208.1.
 2. Grade and Thickness: As required to meet performance requirements.
- C. Medium Density Fiberboard (MDF):
1. Description: Composite panel composed of cellulosic fibers, additives, and bonding system cured under heat and pressure; comply with ANSI A208.2.
 2. Grade and Thickness: As required to meet performance requirements.
- D. 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. Performance Category: As required to meet performance requirements for specified applications.
- E. Hardboard (HDF):
1. Description: Panels manufactured from inter-felted lignocellulosic fibers consolidated under heat and pressure to 31 pcf (500 kg/cu m) density or greater; comply with ANSI A135.4.
 2. Surfaces: Smooth two sides (S2S).
 3. Class and Thickness: As required to meet specified performance requirements applications.

2.08 CONCEALED CABINET BASE COMPONENTS

- A. Cabinet Base Toe-Kick Subfronts:
1. Materials and Size: Fabricator's choice subject to requirements of ANSI/AWI 0641.
 2. Height Above Subfloor: 4 inches (100 mm).
 3. Finished Face of Toe Kick Subfronts: As indicated on drawings.
- B. Cabinet Base Blocking and Stretchers:
1. Materials and Size: Fabricator's choice subject to requirements of ANSI/AWI 0641.
 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. Height Above Subfloor: 4 inches (100 mm).

2.09 CABINET AND DRAWER HARDWARE

- A. Hinges, Number of Hinges for Each Cabinet Door:
 - 1. Comply with specified performance requirements.
- B. Hinges, Self-Closing, Integrated Damper Hinges:
 - 1. Description: Self-closing hinges with integrated damper mechanisms.
 - 2. Comply with specified performance requirements.
 - 3. Features: Provide soft-closing integrated damper hinges.
 - 4. Opening Range: Between 115 to 150 to degrees.
 - 5. Material and Finish: BHMA A156.18, 627 or 628 satin aluminum.
- C. Cabinet Door Pulls:
 - 1. Description: Back-mounted pulls.
 - 2. Provide one pull for each drawer 24 inches (610 mm) or less in width.
 - 3. Provide two pulls for each drawer over 24 inches (610 mm) in width.
 - 4. Design: U-shape wire pulls.
 - 5. Center-to-Center Mounting Dimension: 4 inches (100 mm).
 - 6. Material and Finish: Satin stainless steel.
- D. Shelf Rests:
 - 1. Description: Metal shelf rests for installation into prepared holes in substrate.
 - 2. Comply with specified performance requirements.
 - 3. Material and Finish: BHMA A156.18, 627 or 628 satin aluminum.
- E. Drawer Slides:
 - 1. Description: Hardware units that suspend drawers and provide controlled drawer sliding.
 - 2. Comply with specified performance requirements.
 - 3. Comply with BHMA A156.9, Standard Duty Grade 1.
 - 4. Features: Self-closing.
 - 5. Material and Finish: BHMA A156.18, 627 or 628 satin aluminum.
- F. Cabinet Door and Drawer Silencers:
 - 1. Description: Self-adhesive rubber silencers.
 - 2. Doors, Quantity: One silencer at top and bottom of closing edge of each door.
 - 3. Drawers, Quantity: One silencer at back side of each drawer front cover.
 - 4. Size: 1/4 inch (6.4 mm) diameter; 1/8 inch (3.2 mm) projection.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify casework and materials required for installation have been delivered, handled and stored as specified.
- B. Verify cold-formed backing components that provide backing and structural support for casework are installed as indicated on drawings.
- C. Verify wood blocking that provides casework backing is installed as indicated on drawings.
- D. Verify location and sizes of rough-in plumbing and rough-in electrical associated with work of this section.
- E. Verify location and sizes of cutouts for appliances and special equipment to be mounted in or adjacent to casework.

3.02 PREPARATION

- A. Acclimate casework to environments indicated for installation.

3.03 INSTALLATION

- A. Install and secure work of this section in accordance with specified performance requirements.

- B. Install work of this section rigid, plumb, and level and in accordance with fabricator's documented instructions; secure casework as indicated on drawings.
 - 1. Align and secure adjoining cabinet units with fasteners in concealed locations.
- C. Base and Wall Cabinet Anchorage Support Construction:
 - 1. See Section 06 1053 for non-load-bearing wood stud framing providing backing for casework.
- D. Install cabinet hardware in accordance with hardware manufacturer's documented instructions using hardware manufacturer's furnished fasteners.
- E. Install scribe fillers to close gaps between casework and adjacent walls.

3.04 TOLERANCES

- A. Comply with specified performance requirements for tolerances.

3.05 FIELD QUALITY CONTROL

- A. See Section 01 4000 - Quality Requirements for additional requirements.
- B. AWI QCP Inspection Services: Provide AWI QCP installation inspection services.
 - 1. Inspect for compliance with contract documents; on subjects contract documents are silent, inspect for compliance with specified AWI aesthetic grade.

3.06 ADJUSTING

- A. Adjust hardware for smooth operation in accordance with hardware manufacturer's documented instructions.

3.07 CLEANING

- A. See Section 01 7300 - Execution and 01 7700 - Closeout Procedures for additional requirements.
- B. Clean exposed surfaces of casework, shelving, and hardware.

3.08 PROTECTION

- A. Protect installed casework from subsequent construction operations.

END OF SECTION

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SECTION 07 9200

JOINT SEALANTS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Nonsag gunnable joint sealants.
- B. Joint backings and accessories.

1.02 REFERENCE STANDARDS

- A. ASTM C661 - Standard Test Method for Indentation Hardness of Elastomeric-Type Sealants by Means of a Durometer; 2015 (Reapproved 2022).
- B. ASTM C834 - Standard Specification for Latex Sealants; 2017 (Reapproved 2023).
- C. ASTM C920 - Standard Specification for Elastomeric Joint Sealants; 2018 (Reapproved 2024).
- D. ASTM C1193 - Standard Guide for Use of Joint Sealants; 2025.
- E. ASTM C1330 - Standard Specification for Cylindrical Sealant Backing for Use with Cold Liquid-Applied Sealants; 2023.

1.03 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Product Data: Submit manufacturer's technical datasheets for each product to be used; include the following:
 - 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
 - 2. List of backing materials approved for use with the specific product.
 - 3. Backing material recommended by sealant manufacturer.
 - 4. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
 - 5. Substrates the product should not be used on.
 - 6. Installation instructions, including precautions, limitations, and recommended backing materials and tools.
 - 7. Sample product warranty.
- C. Product Data for Accessory Products: Submit manufacturer's technical data sheet for each product to be used, including physical characteristics, installation instructions, and recommended tools.
- D. Color Cards for Selection: Where sealant color is not specified, submit manufacturer's color cards showing standard colors available for selection.
- E. Samples for Verification: Where custom sealant color is specified, obtain directions from Architect and submit at least two physical samples for verification of color of each required sealant.

1.04 WARRANTY

- A. See Section 01 7700 - Closeout Procedures for additional warranty requirements.
- B. Manufacturer Warranty: Provide 2-year manufacturer warranty for installed sealants and accessories that fail to achieve a watertight seal, exhibit loss of adhesion or cohesion, or do not cure. Complete forms in Owner's name and register with manufacturer.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Nonsag Sealants:
 - 1. Bostik Inc: www.bostik-us.com/#sle.
 - 2. Master Builders Solutions: www.master-builders-solutions.com/en-us/#sle.

3. Pecora Corporation: www.pecora.com/#sle.
4. Sika Corporation: usa.sika.com/#sle.
5. Tremco Commercial Sealants & Waterproofing: www.tremcosealants.com/#sle.
6. W. R. Meadows, Inc: www.wrmeadows.com/#sle.

2.02 JOINT SEALANT APPLICATIONS

- A. Scope:
 1. Interior Joints:
 - a. Do not seal gaps and openings in gypsum board and suspended ceilings
 - b. Do not seal through-penetrations in sound-rated assemblies that are also fire-rated assemblies.
 - c. Seal open joints except specific open joints indicated on drawings as not sealed.
 - d. Seal the following joints:
 - 1) Joints between door frames and window frames and adjacent construction.
 - 2) In sound-rated wall and ceiling assemblies, gaps at electrical outlets, wiring devices, and piping penetrations.
 - 3) In sound-rated wall and ceiling assemblies, seal joints between wall assemblies and ceiling assemblies; between wall assemblies and other construction; between ceiling assemblies and other construction.
 - B. Interior Joints: Use nonsag polyurethane sealant, unless otherwise indicated.
 1. Wall and Ceiling Joints in Nonwet Areas: Acrylic emulsion latex sealant.
 2. Wall and Ceiling Joints in Wet Areas: Nonsag polyurethane sealant for continuous liquid immersion.
 3. Joints between Tile in Wet Areas and Floors, Walls, and Ceilings: Mildew-resistant silicone sealant.
 4. In Sound-Rated Assemblies: Acrylic emulsion latex sealant.
 - C. Interior Wet Areas: Bathrooms, restrooms, and kitchens; fixtures in wet areas include plumbing fixtures, countertops, cabinets, and other similar items.
 - D. Sound-Rated Assemblies: Walls and ceilings identified as STC-rated, sound-rated, or acoustical.

2.03 NONSAG JOINT SEALANTS

- A. Mildew-Resistant Silicone Sealant: ASTM C920, Grade NS, Uses M and A; single component, mildew resistant; not expected to withstand continuous water immersion or traffic.
 1. Color: As selected by architect from manufacturer's full line.
 2. Products:
 - a. Pecora Corporation; Pecora 898 NST (Non-Staining Technology): www.pecora.com/#sle.
 - b. Sika Corporation; Sikasil N Plus US: usa.sika.com/#sle.
 - c. Sika Corporation; Sikasil GP: usa.sika.com/#sle.
 - d. Or pre-approved equivalent.
- B. Polyurethane Sealant: ASTM C920, Grade NS, Uses M and A; single or multi-component; not expected to withstand continuous water immersion or traffic.
 1. Movement Capability: Plus and minus 35 percent, minimum.
 2. Hardness Range: 20 to 35, Shore A, when tested in accordance with ASTM C661.
 3. Color: To be selected by Architect from manufacturer's standard range.
 4. Service Temperature Range: Minus 40 to 180 degrees F (Minus 40 to 82 degrees C).
 5. Products:
 - a. Master Builders Solutions; MasterSeal NP1: www.master-builders-solutions.com/en-us/#sle.
 - b. Sika Corporation; Sikaflex NP 1: usa.sika.com/#sle.
 - c. Sika Corporation; Sikaflex NP 2: usa.sika.com/#sle.

- d. Tremco Commercial Sealants & Waterproofing; Dymonic 100:
www.tremcosealants.com/#sle.
 - e. Or pre-approved equivalent.
- C. Polyurethane Sealant for Continuous Water Immersion: ASTM C920, Grade NS, Uses M and A; single or multicomponent; explicitly approved by manufacturer for continuous water immersion; suitable for traffic exposure when recessed below traffic surface.
- 1. Movement Capability: Plus and minus 35 percent, minimum.
 - 2. Water Compatibility: Non-Potable.
 - 3. Hardness Range: 20 to 35, Shore A, when tested in accordance with ASTM C661.
 - 4. Color: To be selected by Architect from manufacturer's standard range.
 - 5. Service Temperature Range: Minus 40 to 180 degrees F (Minus 40 to 82 degrees C).
 - 6. Products:
 - a. Sika Corporation; Sikaflex NP 1: usa.sika.com/#sle.
 - b. Sika Corporation; Sikaflex NP 2: usa.sika.com/#sle.
 - c. Or pre-approved equivalent.
- D. Acrylic Emulsion Latex: Water-based; ASTM C834, single component, nonstaining, nonbleeding, nonsagging; not intended for exterior use.
- 1. Color: To be selected by Architect from manufacturer's standard range.
 - 2. Grade: ASTM C834; Grade 0 Degrees F (Minus 18 Degrees C).
 - 3. Products:
 - a. Pecora Corporation; AC-20 +Silicone: www.pecora.com/#sle.
 - b. Tremco Commercial Sealants & Waterproofing; Tremflex 834:
www.tremcosealants.com/#sle.
 - c. Or pre-approved equivalent.

2.04 ACCESSORIES

- A. Sealant Backing Materials, General: Materials placed in joint before applying sealants; assists sealant performance and service life by developing optimum sealant profile and preventing three-sided adhesion; type and size recommended by sealant manufacturer for compatibility with sealant, substrate, and application.
- B. Sealant Backing Rod, Closed-Cell Type:
 - 1. Cylindrical flexible sealant backings complying with ASTM C1330 Type C.
 - 2. Size: 25 to 50 percent larger in diameter than joint width.
- C. Backing Tape: Self-adhesive polyethylene tape with surface that sealant will not adhere to and recommended by tape and sealant manufacturers for specific application.
- D. Masking Tape: Self-adhesive, nonabsorbent, nonstaining, removable without adhesive residue, and compatible with surfaces adjacent to joints and sealants.
- E. Joint Cleaner: Noncorrosive and nonstaining type, type recommended by sealant manufacturer; compatible with joint forming materials.
- F. Primers: Type recommended by sealant manufacturer to suit application; nonstaining.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.
- C. Verify that backer rods are of the correct size.

3.02 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.

- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.

3.03 INSTALLATION

- A. Install this work in accordance with sealant manufacturer's requirements for preparation of surfaces and material installation instructions.
- B. Provide joint sealant installations complying with ASTM C1193.
- C. Measure joint dimensions and size joint backers to achieve width-to-depth ratio, neck dimension, and surface bond area as recommended by manufacturer, except where specific dimensions are indicated.
- D. Install bond breaker backing tape where backer rod cannot be used.
- E. Install sealant free of air pockets, foreign embedded matter, ridges, and sags, and without getting sealant on adjacent surfaces.
- F. Do not install sealant when ambient temperature is outside manufacturer's recommended temperature range, or will be outside that range during the entire curing period, unless manufacturer's approval is obtained and instructions are followed.
- G. Nonsag Sealants: Tool surface concave, unless otherwise indicated; remove masking tape immediately after tooling sealant surface.

3.04 POST-OCCUPANCY

- A. Post-Occupancy Inspection: Perform visual inspection of entire length of project sealant joints at a time that joints have opened to their greatest width, i.e., at low temperature in thermal cycle. Report failures immediately and repair them.

END OF SECTION

SECTION 08 1113

HOLLOW METAL DOORS AND FRAMES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Non-fire-rated hollow metal doors and frames.
- B. Hollow metal frames for wood doors.
- C. Accessories, including glazing, louvers, and matching panels.

1.02 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. NAAMM HMMA 840 - Guide Specifications for Receipt, Storage and Installation of Hollow Metal Doors and Frames; 2024.

PART 2 PRODUCTS

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 doors and frames in accordance with manufacturer's instructions and related requirements of specified door and frame standards or custom guidelines indicated.
- B. Coordinate frame anchor placement with wall construction.

3.03 ADJUSTING

- A. Adjust for smooth and balanced door movement.

END OF SECTION

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SECTION 08 1416
FLUSH WOOD DOORS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Flush wood doors; flush and flush glazed configuration.

1.02 RELATED REQUIREMENTS

- A. Section 08 1113 - Hollow Metal Doors and Frames.
- B. Section 08 7100 - Door Hardware.
- C. Section 09 9123 - Interior Painting: Field finishing of doors.

1.03 REFERENCE STANDARDS

- A. ICC (IBC) - International Building Code; Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.
- B. WDMA I.S. 1A - Interior Architectural Wood Flush Doors; 2021, with Errata (2022).

PART 2 PRODUCTS

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. Use machine tools to cut or drill for hardware.
- C. Coordinate installation of doors with installation of frames and hardware.

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

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SECTION 08 7100

DOOR HARDWARE

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Hardware for wood and hollow metal doors.

1.02 RELATED REQUIREMENTS

- A. Section 08 1113 - Hollow Metal Doors and Frames.

1.03 REFERENCE STANDARDS

- A. ADA Standards - 2010 ADA Standards for Accessible Design; 2010.
- B. BHMA A156.115 - Hardware Preparation in Steel Doors and Frames; 2016.
- C. BHMA A156.115W - Hardware Preparation in Wood Doors with Wood or Steel Frames; 2006.

PART 2 PRODUCTS

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 required for installation.

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. Mounting heights in compliance with ADA Standards:

3.03 ADJUSTING

- A. Adjust work under provisions of Section Section 01 7300 - Execution and 01 7700 Closeout Procedures.
- B. Adjust hardware for smooth operation.
- C. Adjust gasketing for complete, continuous seal; replace if unable to make complete seal.

3.04 CLEANING

- A. Clean finished hardware in accordance with manufacturer's written instructions after final adjustments have been made.
- B. Clean adjacent surfaces soiled by hardware installation.
- C. Bring to Owner's attention any items that exhibit staining or damage that cannot be adequately cleaned or repaired.

3.05 PROTECTION

- A. Protect finished Work under provisions of Section 01 7300 - Execution and 01 7700 Closeout Procedures.
- B. Do not permit adjacent work to damage hardware or finish.

END OF SECTION

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SECTION 09 2116

GYPSUM BOARD ASSEMBLIES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Metal stud wall framing.
- B. Acoustic insulation.
- C. Gypsum wallboard.
- D. Joint treatment and accessories.

1.02 RELATED REQUIREMENTS

- A. Section 06 1053 -Miscellaneous 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; 2025.
- D. ASTM C1007 - Standard Specification for Installation of Load Bearing (Transverse and Axial) Steel Studs and Related Accessories; 2020 (Reapproved 2024).
- E. ASTM C475/C475M - Standard Specification for Joint Compound and Joint Tape for Finishing Gypsum Board; 2017 (Reapproved 2022).
- F. ASTM C665 - Standard Specification for Mineral-Fiber Blanket Thermal Insulation for Light Frame Construction and Manufactured Housing; 2024.
- G. ASTM C754 - Standard Specification for Installation of Steel Framing Members to Receive Screw-Attached Gypsum Panel Products; 2020.
- H. ASTM C840 - Standard Specification for Application and Finishing of Gypsum Board; 2025.
- I. ASTM C954 - Standard Specification for Steel Drill Screws for the Application of Gypsum Panel Products or Metal Plaster Bases to Steel Studs from 0.033 in. (0.84 mm) to 0.112 in. (2.84 mm) in Thickness; 2022.
- J. 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.
- K. ASTM C1047 - Standard Specification for Accessories for Gypsum Wallboard and Gypsum Veneer Base; 2019.
- L. ASTM C1396/C1396M - Standard Specification for Gypsum Board; 2024.
- M. ASTM E90 - Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements; 2023.
- N. ASTM E413 - Classification for Rating Sound Insulation; 2022.
- O. GA-216 - Application and Finishing of Gypsum Panel Products; 2024.

1.04 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Product Data:
 - 1. Provide data on metal framing, gypsum board, accessories, and joint finishing system.

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.
 - a. Products:
 - 1) MBA Building Supplies; ProSTUD: www.mbastuds.com/#sle.
 - 2) R-stud; R-stud: www.rstud.com/#sle.
 - 3) Super Stud Building Products, Inc; The EDGE: www.buysuperstud.com/#sle.
 - 4) Or pre-approved equivalent.
 - 2. Runners: U shaped, sized to match studs.
 - 3. Ceiling Channels: C-shaped.

2.03 BOARD MATERIALS

- A. Manufacturers - Gypsum-Based Board:
 - 1. CertainTeed Corporation: www.certainteed.com/#sle.
 - 2. Georgia-Pacific Gypsum: www.gpgypsum.com/#sle.
 - 3. Gold Bond Building Products, LLC provided by National Gypsum Company: www.goldbondbuilding.com/#sle.
 - 4. USG Corporation: www.usg.com/#sle.
 - 5. Or pre-approved equivalent.
- 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. Thickness:
 - a. Vertical Surfaces: 5/8 inch (16 mm).
 - b. Ceilings: 1/2 inch (13 mm).
 - 3. Paper-Faced Products:
 - a. CertainTeed Corporation; Type C Drywall: www.certainteed.com/#sle.
 - b. CertainTeed Corporation; Type X Drywall: www.certainteed.com/#sle.
 - c. Georgia-Pacific Gypsum; ToughRock Fireguard X: www.gpgypsum.com/#sle.
 - d. Georgia-Pacific Gypsum; ToughRock Fireguard C: www.gpgypsum.com/#sle.
 - e. Gold Bond Building Products, LLC provided by National Gypsum Company; Gold Bond Fire-Shield Gypsum Board: www.goldbondbuilding.com/#sle.
 - f. Gold Bond Building Products, LLC provided by National Gypsum Company; Gold Bond Fire-Shield C 5/8" Gypsum Board: www.goldbondbuilding.com/#sle.
 - g. USG Corporation; Sheetrock Brand EcoSmart Panels Firecode X 5/8 in. (15.9 mm): www.usg.com/#sle.
 - h. USG Corporation; Sheetrock Brand Firecode X Panels 5/8 in. (15.9 mm): www.usg.com/#sle.
 - i. Or pre-approved equivalent.

2.04 GYPSUM BOARD ACCESSORIES

- A. Acoustic Insulation: ASTM C665; preformed mineral-fiber, friction fit type, unfaced; thickness as required for STC.
- B. Acoustic Sealant: Acrylic emulsion latex or water-based elastomeric sealant; do not use solvent-based non-curing butyl sealant.
 - 1. Products:
 - a. Franklin International, Inc; Titebond Acoustical Smoke & Sound Sealant: www.titebond.com/#sle.
 - b. Liquid Nails, a brand of PPG Architectural Coatings: www.liquidnails.com/#sle.
 - c. Specified Technologies Inc; Smoke N Sound Acoustical Sealant: www.stifirestop.com/#sle.
 - d. Or pre-approved equivalent.
- C. 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) Trim-Tex, Inc: www.trim-tex.com/#sle.
 - 4) Or pre-approved equivalent.
 - 2. L-Trim with Tear-Away Strip: Sized to fit 5/8-inch (15.9 mm) thick gypsum wallboard.
 - a. Products:
 - 1) Phillips Manufacturing Co; gripSTIK L-Tear: www.phillipsmfg.com/#sle.
 - 2) Trim-Tex, Inc: www.trim-tex.com/#sle.
 - 3) Or pre-approved equivalent.
 - 3. Expansion Joints:
 - a. Type: V-shaped PVC with tear away fins.
 - b. Type: V-shaped metal with factory-installed protective tape.
 - c. Products:
 - 1) Phillips Manufacturing Co; 093 Expansion Control Joint: www.phillipsmfg.com/#sle.
 - 2) Trim-Tex, Inc; Fire Rated 093V Expansion Bead: www.trim-tex.com/#sle.
 - 3) Or pre-approved equivalent.
- D. 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. Paper Tape: 2 inch (50 mm) wide, creased paper tape for joints and corners, except as otherwise indicated.
 - 3. Joint Compound: Setting type, field-mixed.
- E. 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.
- F. Screws for Fastening of Gypsum Panel Products to Steel Members from 0.033 to 0.112 inch (0.84 to 2.84 mm) in Thickness: ASTM C954; steel drill 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. Suspended Ceilings and Soffits: Space framing and furring members as indicated.
 - 1. Level ceiling system to a tolerance of 1/1200.
 - 2. Laterally brace entire suspension system.
- C. 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 Ceiling: Attach ceiling runner securely to ceiling track in accordance with manufacturer's instructions.
- D. Openings: Reinforce openings as required for weight of doors or operable panels, using not less than double studs at jambs.
- E. Blocking: Install wood blocking for support of:
 - 1. Framed openings.
 - 2. Wall-mounted cabinets.
 - 3. Plumbing fixtures.
 - 4. Toilet partitions.
 - 5. Toilet accessories.
 - 6. 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. Acoustic Sealant: Install in accordance with manufacturer's instructions.
 - 1. Place one bead continuously on substrate before installation of perimeter framing members.
 - 2. Place continuous bead at perimeter of each layer of gypsum board.
 - 3. Seal around all penetrations by conduit, pipe, ducts, and rough-in boxes, except where firestopping is provided.

3.04 BOARD INSTALLATION

- A. Comply with ASTM C840, GA-216, and manufacturer's instructions. Install to minimize butt end joints, especially in highly visible locations.
- B. Single-Layer Nonrated: Install gypsum board perpendicular to framing, with ends and edges occurring over firm bearing.
 - 1. Exception: Tapered edges to receive joint treatment at right angles to framing.
- C. Installation on Metal Framing: Use screws for attachment of gypsum board except face layer of nonrated double-layer assemblies, which may be installed by means of adhesive lamination.

3.05 INSTALLATION OF TRIM AND ACCESSORIES

- A. Control Joints: Place control joints consistent with lines of building spaces and as indicated.
 - 1. Not more than 30 feet (10 meters) apart on walls and ceilings over 50 feet (16 meters) long.
- B. Corner Beads: Install at external corners, using longest practical lengths.
- C. Edge Trim: Install at locations where gypsum board abuts dissimilar materials.
- D. Decorative Trim: Install at locations shown on drawings and in accordance with manufacturer's instructions.

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 5: Walls and ceilings to receive semi-gloss or gloss paint finish and other areas specifically indicated.
 - 2. Level 4: Walls and ceilings to receive paint finish or wall coverings, unless otherwise indicated.
 - 3. Level 3: Walls to receive textured wall finish.
 - 4. 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).
 - 2. Taping, filling, and sanding are not required at surfaces behind adhesive applied ceramic tile and fixed cabinetry.
 - 3. Taping, filling, and sanding are not required at base layer of double-layer applications.

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

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SECTION 09 3000

TILING

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Tile for floor applications.
- B. Non-ceramic trim.

1.02 RELATED REQUIREMENTS

- A. Section 07 9200 - Joint Sealants: Sealing joints between tile work and adjacent construction and fixtures.

1.03 REFERENCE STANDARDS

- A. ANSI A108/A118/A136 - American National Standard Specifications for the Installation of Ceramic Tile (Compendium); 2024.
- B. ANSI A118.7 - American National Standard Specifications for High Performance Cement Grouts for Tile Installation; 2019.
- C. ANSI A118.12 - American National Standard Specifications for Crack Isolation Membranes for Thin-Set Ceramic Tile and Dimension Stone Installation; 2014 (Reaffirmed 2024).
- D. ANSI A118.15 - American National Standard Specifications for Improved Modified Dry-Set Cement Mortar; 2023.
- E. ANSI A137.1 - American National Standard Specifications for Ceramic Tile; 2022.
- F. ANSI A326.3 - American National Standard Test Method for Measuring Dynamic Coefficient of Friction of Hard Surface Flooring Materials; 2021.
- G. ASTM C373 - Standard Test Methods for Determination of Water Absorption and Associated Properties by Vacuum Method for Pressed Ceramic Tiles and Glass Tiles and Boil Method for Extruded Ceramic Tiles and Non-tile Fired Ceramic Whiteware Products; 2018 (Reapproved 2023).
- H. ASTM F710 - Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring; 2022.
- I. ASTM F1869 - Standard Test Method for Measuring Moisture Vapor Emission Rate of Concrete Subfloor Using Anhydrous Calcium Chloride; 2023.
- J. ASTM F2170 - Standard Test Method for Determining Relative Humidity in Concrete Floor Slabs Using in situ Probes; 2019a.
- K. TCNA (HB) - Handbook for Ceramic, Glass, and Stone Tile Installation; 2025.
- L. TCNA (HB-GP) - Handbook for Gauged Porcelain Tiles and Gauged Porcelain Tile Panels/Slabs Installation; 2025-2026.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Preinstallation Meeting: Convene a preinstallation meeting one week before starting work of this section; require attendance by affected installers.

1.05 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Product Data: Provide manufacturers' data sheets on tile, mortar, grout, and accessories. Include instructions for using grouts and adhesives.
- C. Shop Drawings: Indicate tile layout, patterns, perimeter conditions, junctions with dissimilar materials, control and expansion joints, and thresholds.

- D. 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.
- E. Maintenance Data: Include recommended cleaning methods, cleaning materials, and stain removal methods.
- F. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 - 1. Extra Tile: 10 sq ft (1 sq m) of each size, color, and surface finish combination.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Tile:
 - 1. Basis of Design: Ceramic Tileworks; www.ceramictileworksmn.com/
 - 2. Atlas Concorde; www.atlasconcordeusa.com.
 - 3. Dal-Tile Corporation[<>]: www.daltile.com/#sle.
 - 4. Or architect pre-approved equivalent.
- B. Setting Materials:
 - 1. ARDEX Engineered Cements: www.ardexamericas.com/#sle.
 - 2. Bostik Inc: www.bostik.com/#sle.
 - 3. Custom Building Products: www.custombuildingproducts.com/#sle.
 - 4. LATICRETE International, Inc: www.laticrete.com/#sle.
 - 5. Mapei Corporation: www.mapei.com/#sle.
 - 6. Or architect pre-approved equivalent.
- C. Grout:
 - 1. ARDEX Engineered Cements: www.ardexamericas.com/#sle.
 - 2. Bostik Inc: www.bostik.com/#sle.
 - 3. Custom Building Products: www.custombuildingproducts.com/#sle.
 - 4. LATICRETE International, Inc: www.laticrete.com/#sle.
 - 5. Mapei Corporation: www.mapei.com/#sle.
 - 6. Or architect pre-approved equivalent.

2.02 PERFORMANCE REQUIREMENTS

- A. Floor Tile: Provide tile for flooring applications with minimum wet Dynamic Coefficient of Friction (DCOF) of 0.42 when tested in accordance with ANSI A326.3.

2.03 TILE

- A. Porcelain Tile: ANSI A137.1 standard grade.
 - 1. Moisture Absorption: 0 to 0.5 percent as tested in accordance with ASTM C373.
 - 2. Size: 12 by 24 inch (305 by 610 mm), nominal.
 - 3. Thickness: 0.275 inch (7 mm).
 - 4. Edges: Square.
 - 5. Color: As selected by Architect from manufacturer's standard range.
 - 6. Abrasion Resistance Class 3 or greater.
 - 7. Shade V3 - Moderate Variation.
 - 8. Products:
 - a. Basis of Design: Ceramic Tileworks – Balance, Anthracite. 12 x 24..
 - b. Atlas Concorde – Cove, Pebble. 12 x 24.
 - c. Ceramic Tileworks – Balance, Silver. 12 x 24.
 - d. Or architect pre-approved equivalent.

2.04 TRIM AND ACCESSORIES

- A. Non-Ceramic Trim: Satin natural anodized extruded aluminum, style and dimensions to suit application, set with tile mortar or adhesive.
 - 1. Applications:
 - a. Open edges of floor tile.

- b. Transition between floor finishes of different heights.
 - c. Thresholds at door openings.
 - d. Floor and wall expansion and control joints.
2. Products:
- a. LATICRETE International, Inc: www.laticrete.com/#sle.
 - b. Schluter-Systems; Schiene: www.schluter.com/#sle.
 - c. Or architect pre-approved equivalent.

2.05 SETTING MATERIALS

- A. Improved Latex-Portland Cement Mortar Bond Coat: ANSI A118.15.
1. Products:
- a. ARDEX Engineered Cements; S 28: www.ardexamericas.com/#sle.
 - b. Custom Building Products; Complete Contact-LFT Premium Rapid Setting Large Format Tile Mortar, with Multi-Surface Bonding Primer: www.custombuildingproducts.com/#sle.
 - c. LATICRETE International, Inc; MULTIMAX LITE: www.laticrete.com/#sle.
 - d. Mapei Corporation; Granirapid System: www.mapei.com/#sle.
 - e. Schluter-Systems; ALL-SET: www.schluter.com/#sle.
 - f. Or architect pre-approved equal..

2.06 GROUTS

- A. High Performance Polymer Modified Grout: ANSI A118.7 polymer modified cement grout.
1. Applications: Use where indicated on drawings and where no other type of grout is indicated.
2. Use sanded grout for joints 1/8 inch (3.2 mm) wide and larger; use unsanded grout for joints less than 1/8 inch (3.2 mm) wide.
3. Color: As selected by Architect from manufacturer's full line.
4. Products:
- a. ARDEX Engineered Cements; ARDEX FL: www.ardexamericas.com/#sle.
 - b. Custom Building Products; Prism Color Consistent Grout: www.custombuildingproducts.com/#sle.
 - c. LATICRETE International, Inc; LATICRETE PERMACOLOR Grout: www.laticrete.com/#sle.
 - d. Mapei Corporation; Ultracolor Plus FA: www.mapei.com/#sle.
 - e. Or architect pre-approved equivalent.

2.07 MAINTENANCE MATERIALS

- A. Tile Sealant: See Section 07 9200.

2.08 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. Fluid or Trowel Applied Type:
- a. Material: Synthetic rubber or Acrylic.
 - b. Thickness: 20 mils (0.5 mm), maximum.
 - c. Products:
 - 1) LATICRETE International, Inc; LATICRETE FRACTURE BAN SC: www.laticrete.com/#sle.
 - 2) Mapei Corporation; Mapelastic CI: www.mapei.com/#sle.
 - 3) Sika Corp; SikaTile 200 Fracture Guard Rapid: www.sika.com/#sle.
 - 4) Or architect pre-approved equivalent.

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. Cementitious Subfloor Surfaces: Verify that substrates are ready for tiling installation by testing for moisture and alkalinity (pH).
 - 1. Test as Follows:
 - a. Alkalinity (pH): ASTM F710.
 - b. Internal Relative Humidity: ASTM F2170.
 - c. Moisture Vapor Emission: ASTM F1869.
 - 2. Obtain instructions if test results are not within limits recommended by tiling material manufacturer and setting material manufacturer.

3.02 PREPARATION

- A. Protection of In-Place Conditions: burnished block walls, tile walls, restroom accessories, electrical devices, and floor drains .
- B. Vacuum clean surfaces and damp clean.
- C. Seal substrate surface cracks with filler.
- D. Prepare substrate surfaces for adhesive installation in accordance with adhesive manufacturer's instructions.

3.03 INSTALLATION - GENERAL

- A. Install tile and thresholds 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 neatly. Align floor joints.
- 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. Install non-ceramic trim in accordance with manufacturer's instructions.
- F. Install thresholds where indicated on drawings.
- G. Sound tile after setting. Replace hollow sounding units.
- H. Keep control and expansion joints free of mortar, grout, and adhesive.
- I. Prior to grouting, allow installation to completely cure; minimum of 48 hours.
- J. Grout tile joints unless otherwise indicated on drawings.
- K. 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.

3.04 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 groutHigh Performance Polymer Modified Grout, unless otherwise indicated on drawings.

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

SECTION 09 5100

ACOUSTICAL CEILINGS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Suspended metal grid ceiling system.
- B. Acoustical units.
- C. Supplementary insulation above ceiling.

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; 2025a.
- 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.

1.03 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Shop Drawings: Indicate grid layout and related dimensioning.
- C. Product Data: Provide data on suspension system components and acoustical units.
- D. Samples: Submit two samples 6 by 6 inch (120 by 120 mm) in size illustrating material and finish of acoustical units.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Acoustic Tiles/Panels:
 - 1. Armstrong World Industries, Inc: www.armstrongceilings.com/#sle.
 - 2. USG Corporation: www.usg.com/#sle.
 - 3. Or pre-approved equivalent.

2.02 PERFORMANCE REQUIREMENTS

2.03 ACOUSTICAL UNITS

- A. Acoustical Panels: Painted mineral fiber, with the following characteristics:
 - 1. Classification: ASTM E1264 Type A.
 - a. Pattern: E - lightly textured.
 - 2. Size: 24 by 24 inches (610 by 610 mm).
 - 3. Thickness: 3/4 inch (19 mm).
 - 4. Panel Edge: Reveal.
 - 5. Color: White.
 - 6. Suspension System: Exposed grid.

2.04 SUSPENSION SYSTEMS

- A. Metal Suspension Systems - General: Complying with ASTM C635/C635M; die cut and interlocking components, with perimeter moldings, 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. Finish: Baked enamel.
4. Color: White.
5. 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. Or pre-approved equivalent.

2.05 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.
 1. Size: As required for installation conditions.
 2. Angle Molding: L-shaped, for mounting at same elevation as face of grid.
- D. Acoustical Insulation: Specified in Section 07 2100.
 1. Thickness: 2 inch (51 mm).
 2. Size: To fit acoustical suspension system.
- E. Touch-up Paint: Type and color to match acoustical and grid units.

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.
- C. Provide hanger clips during steel deck erection. Provide additional hangers and inserts as required.

3.03 INSTALLATION - SUSPENSION SYSTEM

- A. Rigidly secure system, including integral mechanical and electrical components, for maximum deflection of 1:360.
- B. Lay out system to a balanced grid design with edge units no less than 50 percent of acoustical unit size.
- C. Locate system on room axis according to reflected plan.
- D. Perimeter Molding: Install at intersection of ceiling and vertical surfaces and at junctions with other interruptions.
 1. Use longest practical lengths.
- E. 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.
- F. 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.
- G. Do not support components on main runners or cross runners if weight causes total dead load to exceed deflection capability.
- H. Support fixture loads using supplementary hangers located within 6 inches (152 mm) of each corner, or support components independently.
- I. 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. Lay acoustical insulation for a distance of 48 inches (1219 mm) either side of acoustical partitions.

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

- A. See Section 01 7300 - Execution and 01 7700 - Closeout Procedures for additional requirements.
- B. Clean surfaces.
- C. Replace damaged or abraded components.

END OF SECTION

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SECTION 09 6500

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 F1861 - Standard Specification for Resilient Wall Base; 2021 (Reapproved 2025).
- B. ASTM F3261 - Standard Specification for Resilient Flooring in Modular Format with Rigid Polymeric Core; 2025a.
- C. RFCI (RWP) - Recommended Work Practices for Removal of Resilient Floor Coverings; 2018.

1.03 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Product Data: Provide data on specified products, describing physical and performance characteristics; including sizes, patterns and colors available; and installation instructions.
- C. Shop Drawings: Indicate floor patterns.
- D. Selection Samples: Submit manufacturer's complete set of color samples for Architect's initial selection.
- E. Verification Samples: Submit two samples, 6 by 6 inch (120 by 120 mm) in size illustrating color and pattern for each resilient flooring product specified.

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. Store all materials off of the floor in an acclimatized, weather-tight space.
- C. Maintain temperature in storage area between 55 degrees F (13 degrees C) and 90 degrees F (72 degrees C).
- D. Do not double stack pallets.

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. Luxury Vinyl Tile - Flexible: Printed film type, with transparent or translucent wear layer.
 - 1. Manufacturers:
 - a. Basis of Design: Mohawk Group; www.mohawkgroup.com; Hot & Heavy, Secoya 5.0mm, 842 Amber Maple.
 - b. Shaw Contract; www.shawcontract.com/.
 - c. Interface; www.interface.com.
 - d. Or architect pre-approved equivalent.
 - 2. Minimum Requirements: Comply with ASTM F1700, Class III; Type B - Embossed; Grade 1 - Commercial.
 - 3. Backing Class: Class A - No backing.

4. Plank Tile Size: 10 by 59 inches (254 by 1499 mm) nominal.
5. Wear Layer Thickness: 0.020 inch (0.5 mm).
6. Total Thickness: 0.20 inch (5.0 mm).
7. Tile Edge: Straight.
8. Color: To be selected by Architect from manufacturer's full range.

2.02 RESILIENT BASE

- A. Resilient Base: ASTM F1861, Type TS, rubber, vulcanized thermoset; Style B, Cove.
 1. Manufacturers:
 - a. Basis of Design: Johnsonite; commercial.tarkett.com; Baseworks 4" TA6 Bedrock.
 - b. Mannington Commercial: www.manningtoncommercial.com#sle.
 - c. Roppe Corporation: www.roppe.com/#sle.
 - d. Or architect pre-approved equal.
 2. Height: 4 inches (100 mm).
 3. Thickness: 0.125 inch (3.2 mm).
 4. Finish: Satin.
 5. Length: Roll.
 6. Color: To be selected by Architect from manufacturer's full range.
 7. Accessories: Premolded external corners and internal corners.

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. Adhesive for Vinyl Flooring:
 1. Manufacturer's recommended adhesive.
- D. 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.

3.02 PREPARATION

- A. Remove existing resilient flooring and flooring adhesives; follow the recommendations of RFCI (RWP).
- B. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- C. Remove subfloor ridges and bumps. Fill minor low spots, cracks, joints, holes, and other defects with subfloor filler to achieve smooth, flat, hard surface.
- D. Prohibit traffic until filler is fully cured.
- E. Clean substrate.

3.03 INSTALLATION - GENERAL

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install in accordance with manufacturer's written instructions.
- C. Adhesive-Applied Installation:
 1. Spread only enough adhesive to permit installation of materials before initial set.
 2. Fit joints and butt seams tightly.
 3. Set flooring in place, press with heavy roller to attain full adhesion.
- D. Install edge strips at unprotected or exposed edges, where flooring terminates, and where indicated.

1. Resilient Strips: Attach to substrate using adhesive.
- 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 square tile to ashlar pattern. Allow minimum 1/2 full size tile width at room or area perimeter.
- D. Install plank tile with a random offset of at least 6 inches (152 mm) from adjacent rows.

3.05 INSTALLATION - RESILIENT BASE

- A. Fit joints tightly and make vertical. Maintain minimum dimension of 18 inches (45 mm) between joints.
- B. At internal and external corners, 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

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SECTION 09 6813

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).
- B. ASTM F710 - Standard Practice for Preparing Concrete Floors to Receive Resilient Flooring; 2022.
- C. CRI 104 - Standard for Installation of Commercial Carpet; 2018.

1.03 SUBMITTALS

- A. See Section 013300 - Submittal Procedures for submittal procedures.
- B. Product Data: Provide data on specified products, describing physical and performance characteristics; sizes, patterns, colors available, and method of installation.
- C. Shop Drawings: Indicate layout of joints.
- D. Samples: Submit two carpet tiles illustrating color and pattern design for each carpet color selected.
- E. Accessory Samples: Submit two 6 inch (125 mm) long samples of edge strip and base cap.
- F. Operation and Maintenance Data: Include maintenance procedures, recommended maintenance materials, and suggested schedule for cleaning.

1.04 FIELD CONDITIONS

- A. Store materials in area of installation for minimum period of 24 hours prior to installation.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Tile Carpeting:
 - 1. Basis of Design: Shaw Contract; www.shawcontract.com; Simply By Nature, Offset Tile 5T296, Sterling Silver 84515, installed Ashlar.
 - 2. Interface, Inc: www.interface.com/#sle.
 - 3. Mohawk Group: www.mohawkgroup.com/#sle.
 - 4. Or architect pre-approved equivalent.

2.02 MATERIALS

- A. Tile Carpeting: Tufted, manufactured in one color dye lot.
 - 1. Tile Size: 24 by 24 inch (61 by 61 mm), nominal.
 - 2. Thickness: .253 inch (6.43 mm).
 - 3. Surface Flammability Ignition: Pass ASTM D2859 (the "pill test").
 - 4. Wear Rating as classified by ASTM D5252: Severe.
 - 5. Maximum Electrostatic Charge: ____ Kv. at 20 percent relative humidity.
 - 6. Gauge: 1/10 in (39.4 per 10 cm).
 - 7. Stitches: 10 per inch (40.5 per 10 cm).
 - 8. Tufted Weight: 16 oz/sq yd (542.5 gm/sq m).
 - 9. Average Density: 4500 oz/yd³ (0.167 g/cm³)
 - 10. Primary Backing Material: Synthetic.
 - 11. Installation Method: Ashlar.

2.03 ACCESSORIES

- A. Subfloor Filler: White premix latex; type recommended by flooring material manufacturer.
- B. Adhesives:
 - 1. Compatible with materials being adhered; maximum VOC content of 50 g/L; CRI (GLP) certified; in lieu of labeled product, independent test report showing compliance is acceptable.
- C. Carpet Tile Adhesive: Recommended by carpet tile manufacturer; releasable type.

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.

3.02 PREPARATION

- A. Remove existing carpet tile.
- B. Prepare floor substrates for installation of flooring in accordance with Section 09 0561.
- C. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- D. Remove subfloor ridges and bumps. Fill minor or local low spots, cracks, joints, holes, and other defects with subfloor filler.
- E. Apply, trowel, and float filler to achieve smooth, flat, hard surface. Prohibit traffic until filler is cured.
- F. Vacuum clean substrate.

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. Locate change of color or pattern between rooms under door centerline.
- G. Fully adhere carpet tile to substrate.
- H. Trim carpet tile neatly at walls and around interruptions.

3.04 CLEANING

- A. See Section 01 7300 - Execution and 01 7700 - Closeout Procedures for additional requirements.
- B. Remove excess adhesive without damage, from floor, base, and wall surfaces.
- C. Clean and vacuum carpet surfaces.

END OF SECTION

SECTION 09 9123

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.
- 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. Floors, unless specifically indicated.
 - 6. Brick, architectural concrete, cast stone, integrally colored plaster, and stucco.
 - 7. Glass.
 - 8. Acoustical materials, unless specifically indicated.
 - 9. Concealed pipes, ducts, and conduits.

1.02 REFERENCE STANDARDS

- A. ASTM D4442 - Standard Test Methods for Direct Moisture Content Measurement of Wood and Wood-Based Materials; 2020 (Reapproved 2025).
- B. MPI (APL) - Master Painters Institute Approved Products List; Master Painters and Decorators Association; Current Edition.
- C. MPI (APSM) - Master Painters Institute Architectural Painting Specification Manual; Current Edition.
- D. SSPC V1 (PM1) - Good Painting Practice: Painting Manual Volume 1; 2024.
- E. SSPC V2 (PM2) - Systems and Specifications: Steel Structures Painting Manual Volume 2; 2021.
- F. SSPC-SP 1 - Solvent Cleaning; 2015, with Editorial Revision (2016).
- G. SSPC-SP 2 - Hand Tool Cleaning; 2024.
- H. SSPC-SP 3 - Power Tool Cleaning; 2024.
- I. SSPC-SP 6/NACE No.3 - Commercial Blast Cleaning; 2006.

1.03 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures, for submittal procedures.
- B. 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.
 - 4. Manufacturer's installation instructions.
- C. 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.
 2. Where sheen is not specified, discuss sheen options with Architect before preparing samples, to eliminate sheens not required.
 3. Allow 10 business days for approval process, after receipt of complete samples by Architect.
- D. Maintenance Materials: Furnish the following for Owner'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 MOCK-UP

- A. See Section 01 4000 - Quality Requirements, for general requirements for mock-up.
- B. Provide painting mock-up for a section of existing acoustical ceiling tile system, 15 feet (4.57 m) long by 15 feet (4.57 m) wide, illustrating paint color, texture, and finish.
- C. Locate in area approved by owner, construction manager, and architect.
- D. Mock-up may remain as part of the work.

1.05 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.

1.06 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. Do not apply materials when relative humidity exceeds 85 percent, at temperatures less than 5 degrees F (3 degrees C) above the dew point, or to damp or wet surfaces.
- D. Minimum Application Temperatures for Paints: 50 degrees F (10 degrees C) for interiors unless required otherwise by manufacturer's instructions.
- E. 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.
 2. Substitution of MPI-approved products by a different manufacturer is preferred over substitution of unapproved products by the same manufacturer.
 3. Substitution of other products by the same manufacturer is preferred over substitution of products by a different manufacturer.
 4. Substitution of a different paint system using MPI-approved products by the same manufacturer will be considered.
- B. 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. Where MPI paint numbers are specified, provide products listed in Master Painters Institute Approved Product List, current edition available at www.paintinfo.com, for specified MPI categories, except as otherwise indicated.
 - 2. 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.
 - 3. Provide materials that are compatible with one another and the substrates indicated under conditions of service and application, as demonstrated by manufacturer based on testing and field experience.
 - 4. For opaque finishes, tint each coat including primer coat and intermediate coats, one-half shade lighter than succeeding coat, with final finish coat as base color.
 - 5. Supply each paint material in quantity required to complete entire project's work from a single production run.
 - 6. Do not reduce, thin, or dilute paint or finishes or add materials unless such procedure is specifically described in manufacturer's product instructions.
- B. Sheens: Provide the sheens specified; where sheen is not specified, sheen will be selected later by Architect from the manufacturer's full line.
- C. Colors: To be selected from manufacturer's full range of available colors.
 - 1. Selection to be made by Architect after award of contract.
 - 2. Allow for minimum of three colors for each system, unless otherwise indicated, without additional cost to Owner.
 - 3. Extend colors to surface edges; colors may change at any edge as directed by Architect.
 - 4. In finished areas, finish pipes, ducts, conduit, and equipment the same color as the wall/ceiling under which they are mounted.
 - 5. In utility areas, finish equipment, piping, conduit, and exposed duct work in colors according to the color coding scheme indicated.

2.03 PAINT SYSTEMS - INTERIOR

- A. Paint I-OP - Interior Surfaces to be Painted, Unless Otherwise Indicated: Including gypsum board, concrete, concrete masonry units, wood, uncoated steel, shop primed steel, galvanized steel, and aluminum.
 - 1. Two top coats and one coat primer.
 - 2. Top Coat(s): Institutional Low Odor/VOC Interior Latex; MPI #143, 144, 145, 146, 147, or 148.
- B. Paint I-OP-MD-DT - Medium Duty Door/Trim: For surfaces subject to frequent contact by occupants, including metals and wood:
 - 1. Medium duty applications include doors, door frames, railings, handrails, guardrails, and balustrades.
 - 2. Two top coats and one coat primer.
 - 3. Top Coat(s): High Performance Architectural Interior Latex; MPI #138, 139, 140, 141, or 142.
- C. Paint I-OP-DF - Dry Fall: Metals; exposed structure and overhead-mounted services, including existing metal ceiling panels.
 - 1. Two top coats.
 - 2. Top Coat: Latex Dry Fall; MPI #118, 155, or 226.

2.04 PRIMERS

- A. Primers: Provide the following unless other primer is required or recommended by manufacturer of top coats.
 - 1. Interior Latex Primer Sealer; MPI #50 or 50 X-Green.
 - 2. Interior Rust-Inhibitive Water Based Primer; MPI #107.

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. Do not begin application of paints and finishes until substrates have been adequately prepared.
- B. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- C. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- D. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- E. Test shop-applied primer for compatibility with subsequent cover materials.
- F. 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. Plaster and Stucco: 12 percent.
 - 3. Masonry, Concrete, and Concrete Masonry Units: 12 percent.
 - 4. 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 repair existing paints or finishes that exhibit surface defects.
- D. Remove or mask surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- E. Seal surfaces that might cause bleed through or staining of topcoat.
- F. Acoustical Panel Ceilings:
 - 1. Pretreat ceiling water stains according to manufacturer's written instructions.
 - 2. Pretreat tiles saturated with grease or nicotine according to manufacturer's written instructions.
- G. Gypsum Board: Fill minor defects with filler compound. Spot prime defects after repair.
- H. Galvanized Surfaces:
 - 1. Remove surface contamination and oils and wash with solvent according to SSPC-SP 1.
 - 2. Prepare surface according to SSPC-SP 2.
- I. 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.
- J. 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.

- K. Wood Doors to be Field-Finished: Seal wood door top and bottom edge surfaces with tinted primer.
- L. Metal Doors to be Painted: Prime metal door top and bottom edge surfaces.

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. Where adjacent sealant is to be painted, do not apply finish coats until sealant is applied.
- D. Do not apply finishes to surfaces that are not dry. Allow applied coats to dry before next coat is applied.
- E. Apply each coat to uniform appearance in thicknesses specified by manufacturer.
- F. Dark Colors and Deep Clear Colors: Regardless of number of coats specified, apply as many coats as necessary for complete hide.
- G. Sand wood and metal surfaces lightly between coats to achieve required finish.
- H. Vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
- I. 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.
- B. Touch-up damaged finishes after Substantial Completion.

END OF SECTION

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SECTION 10 2239

FOLDING PANEL PARTITIONS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Top-supported folding panel partitions, horizontal opening.

1.02 RELATED REQUIREMENTS

1.03 REFERENCE STANDARDS

- A. ASTM B221 - Standard Specification for Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes; 2021.
- B. ASTM B221M - Standard Specification for Aluminum and Aluminum-Alloy Extruded Bars, Rods, Wire, Profiles, and Tubes (Metric); 2021.
- C. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2026.
- D. ASTM E90 - Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions and Elements; 2023.
- E. ASTM E413 - Classification for Rating Sound Insulation; 2022.
- F. ASTM E557 - Standard Guide for Architectural Design and Installation Practices for Sound Isolation Between Spaces Separated by Operable Partitions; 2012 (Reapproved 2020).
- G. ASTM E596 - Standard Test Method for Laboratory Measurement of Noise Reduction of Sound-Isolating Enclosures; 2022.
- H. ASTM F793/F793M - Standard Classification of Wall Coverings and Ceiling Coverings by Use Characteristics; 2025.

1.04 ADMINISTRATIVE REQUIREMENTS

- A. Preinstallation Meeting: Convene at project site seven calendar days prior to scheduled beginning of construction activities of this section to review section requirements.
 - 1. Require attendance by representatives of installer.
 - 2. Notify Architect 2 weeks in advance of scheduled meeting date.

1.05 SUBMITTALS

- A. Product Data: Provide data on partition materials, operation, hardware and accessories, track switching components, and colors and finishes available.
- B. Shop Drawings: Indicate opening sizes, track layout, details of track and required supports, static and dynamic loads, location and details of pass door and frame, adjacent construction and finish trim, and stacking depth.
- C. Samples for Selection: Submit two samples of full manufacturer's color range for selection of colors.
- D. Samples for Review: Submit two samples of surface finish, 12 by 12 inches (300 by 300 mm) size, illustrating quality, colors selected, texture, and weight.
- E. Manufacturer's Instructions: Indicate special procedures.
- F. Maintenance Data: Include recommended cleaning methods, cleaning materials, and stain removal methods. Describe cleaning materials detrimental to finish surfaces and hardware finish.

1.06 QUALITY ASSURANCE

- A. Acoustical Performance: Test operable partitions in an independent acoustical laboratory in accordance with ASTM E90 test procedure and classified in accordance with ASTM E413 to

attain no less than the STC rating specified. Provide a complete and unedited written test report by the testing laboratory upon request.

- B. Preparation of the opening shall conform to the criteria set forth per ASTM E557 Standard Practice for Architectural Application and Installation of Operable Partitions.
- C. The operable wall must be manufactured by a certified ISO-9001-2015 company or an equivalent quality control system.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. Store products in manufacturer's unopened packaging until installation.

1.08 WARRANTY

- A. See Section 01 7700 Closeout Procedures, for additional warranty requirements.
- B. Provide ten year manufacturer warranty against defects in material and workmanship, excluding abuse.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Folding Panel Partitions - Horizontal Opening:
 - 1. Kwik-Wall Company: www.kwik-wall.com/#sle.
 - 2. Hufcor: <https://www.hufcoramerica.com/>
 - 3. Moderco, Inc: www.moderco.com/#sle.
 - 4. Modernfold, a DORMA Group Company: www.modernfold.com/#sle, or engineer pre-approved equivalent
 - 5. Or pre-approved equivalent..

2.02 FOLDING PANEL PARTITIONS - HORIZONTAL OPENING

- A. Folding Panel Partitions: Side opening; paired panels; side stacking; manually operated.
- B. Panel Construction:
 - 1. Frame: 16 gauge, 0.0598 inch (1.52 mm) thick formed sheet steel frame top, bottom, jambs, and intermediates; welded construction, with acoustical insulation fill.
 - 2. Panel Substrate Facing: Steel sheet, manufacturer's standard thickness.
 - 3. Hinges: Continuous piano type, stainless steel.
- C. Panel Finishes:
 - 1. Facing: Vinyl coated fabric, Markerboard, as indicated on drawings.
 - 2. Exposed Metal Trim: Custom powder coated paint finish.
- D. Panel Seals:
 - 1. Panel to Panel Seals: Grooved and gasketed astragals, with continuous flexible ribbed vinyl seal fitted to panel edge construction; color to match panel finish.
 - 2. Acoustic Seals: Flexible acoustic seals at jambs, meeting mullions, ceilings, retractable floor and ceiling seals, and above track to structure acoustic seal.
 - 3. Retractable ceiling seals to be automatic operable top seals, manually operated operable top seals not required or permitted.
 - 4. Retractable floor seals to provide 2-inch (51 mm) nominal operating clearance with an operating range of +1/2-inch (13 mm) to -1-1/2-inch (38 mm). Seal shall be operable from panel edge or face. Extended seal shall exert nominal 120 pounds (54 kg) downward force to the floor throughout operating range.
- E. Suspension System:
 - 1. Track: Formed steel; 1-1/4 by 1-1/4 inch (32 by 32 mm) size; thickness and profile designed to support loads, steel sub-channel and track connectors, and track switches.
 - 2. Carriers: Steel, ball bearing wheels on trolley carrier at top of every panel, sized to carry imposed loads, with threaded pendant bolt for vertical adjustment.
- F. Performance:

1. Acoustic Performance:
 - a. Sound Transmission Class (STC): 54 calculated in accordance with ASTM E413, based on tests conducted in accordance with ASTM E90, on panel size of 100 sq ft (9.3 sq m).
 2. Installed partition system track capable of supporting imposed loads, with maximum deflection of 1/360 of span.
- G. Accessories:
1. Pocket Enclosures: Door, frame, and trim to match adjacent walls.

2.03 MATERIALS

- A. Aluminum Extrusions: ASTM B221 (ASTM B221M), 6063 alloy, T6 temper.
- B. Vinyl Coated Fabric: ASTM F793 Category VI, polyvinyl fluoride (PVC) finish for washability and improved flame retardance; color as selected by Architect from manufacturer's standard range.
- C. Markerboard: Porcelain enamel on steel, laminated to core; color as selected.
- D. Acoustic Insulation:
 1. Type: As required for acoustic performance indicated.
 2. Thickness: As required for acoustic performance indicated.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that field measurements are as indicated.
- B. Verify track supports are laterally braced and will permit track to be level within 1/4 inch (6.4 mm) of required position and parallel to the floor surface.
- C. Verify floor flatness of 1/8 inch in 10 feet (3 mm in 3 m), non-cumulative.
- D. Verify wall plumbness of 1/8 inch in 10 feet (3 mm in 3 m), non-cumulative.

3.02 INSTALLATION

- A. Install partition in accordance with manufacturer's instructions and ASTM E557.
- B. Lubricate moving components.
- C. Install acoustic sealant to achieve required acoustic performance.

3.03 ADJUSTING

- A. Adjust partition assembly to provide smooth operation from stacked to full open position. Do not over-compress acoustic seals.
- B. Visually inspect partition in full extended position for light leaks to identify a potential acoustical leak.
- C. Adjust partition assembly to achieve lightproof seal.

3.04 CLEANING

- A. Clean finish surfaces and partition accessories.
- B. Condition markerboard surfaces in accordance with manufacturer's instructions.

3.05 CLOSEOUT ACTIVITIES

- A. Demonstrate operation of partition and identify potential operational problems.

END OF SECTION

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SECTION 12 2400

WINDOW SHADES

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Interior manual roller shades.

1.02 REFERENCE STANDARDS

- A. ASTM E2180 - Standard Test Method for Determining the Activity of Incorporated Antimicrobial Agent(s) in Polymeric or Hydrophobic Materials; 2024.
- B. ASTM G21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi; 2015, with Editorial Revision (2021).
- C. NFPA 701 - Standard Methods of Fire Tests for Flame Propagation of Textiles and Films; 2023, with Errata.
- D. UL 325 - Standard for Door, Drapery, Gate, Louver, and Window Operators and Systems; Current Edition, Including All Revisions.
- E. WCMA A100.1 - Standard for Safety of Window Covering Products; 2022.

1.03 ADMINISTRATIVE REQUIREMENTS

- A. Preinstallation Meeting: Convene one week prior to commencing work related to products of this section; require attendance of affected installers.
- B. Sequencing:
 - 1. Do not fabricate shades until field dimensions for each opening have been taken with field conditions in place.
 - 2. Do not install shades until final surface finishes and painting are complete.

1.04 SUBMITTALS

- A. See Section 01 3300 Submittal Procedures, for submittal procedures.
- B. Product Data: Provide manufacturer's standard catalog pages and data sheets, including materials, finishes, fabrication details, dimensions, profiles, mounting requirements, and accessories.
- C. Shop Drawings: Include shade schedule indicating size, location and keys to details, head, jamb and sill details, mounting dimension requirements for each product and condition, and operation direction.
- D. Selection Samples: Include fabric samples in full range of available colors and patterns.
- E. Verification Samples: Minimum size 6 inches (150 mm) square, representing actual materials, color and pattern.
- F. Manufacturer's Instructions: Include instructions for storage, handling, protection, examination, preparation, and installation of product.
- G. Project Record Documents: Record actual locations of control systems and show interconnecting wiring.
- H. Operation and Maintenance Data: List of all components with part numbers, sources of supply, and operation and maintenance instructions; include copy of shop drawings.
- I. Warranty: Submit sample of manufacturer's warranty and documentation of final executed warranty completed in Owner's name and registered with manufacturer.

1.05 QUALITY ASSURANCE

- A. Installer Qualifications: Company specializing in performing work of this type and a manufacturer's authorized representative.

1.06 MOCK-UP

- A. Mock-Up: Provide full size mock-up of window shade system complete with selected shade fabric including example of seams and batten pockets when applicable.
 - 1. Obtain Owner's approval of light and privacy characteristics of fabric prior to fabrication.
 - 2. Full-sized mock-up may become part of the final installation.

1.07 DELIVERY, STORAGE, AND HANDLING

- A. Deliver shades in manufacturer's unopened packaging, labeled to identify each shade for each opening.
- B. Handle and store shades in accordance with manufacturer's recommendations.

1.08 FIELD CONDITIONS

- A. Do not install products under environmental conditions outside manufacturer's absolute limits.

1.09 WARRANTY

- A. See Section 01 7200 Execution and 01 7700 Closeout Procedures, for additional warranty requirements.
- B. Provide manufacturer's warranty from Date of Substantial Completion, covering the following:
 - 1. Shade Hardware: Five years.
 - 2. Fabric: Five years.
 - 3. Aluminum and Steel Coatings: Five years.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Interior Manually Operated Roller Shades:
 - 1. Hunter Douglas Architectural; RB500+ Manual Roller Shades: www.hunterdouglasarchitectural.com/#sle.
 - 2. Lutron Electronics Co., Inc; Contract Roller Manual Shades: www.lutron.com/#sle.
 - 3. MechoShade Systems LLC; Mecho/5x System: www.mechoshade.com/#sle.
 - 4. Or architect pre-approved equivalent.

2.02 ROLLER SHADES

- A. General:
 - 1. Provide shade system components that are easy to remove or adjust without removal of mounted shade brackets.
 - 2. Provide shade system that operates smoothly when shades are raised or lowered.
- B. Roller Shades:
 - 1. Basis of Design: MechoShade Mecho/5x.
 - 2. Description - Interior Roller Shades: Single roller, manually operated fabric window shade system complete with mounting brackets, roller tubes, hembars, hardware, and accessories.
 - a. Drop Position: Regular roll.
 - b. Roll Direction: Roll down, closed position is at window sill.
 - c. Mounting: Wall mounted.
 - d. Size: As indicated on drawings.
 - e. Fabric: As indicated under Shade Fabric article.
 - 3. Brackets and Mounting Hardware: As recommended by manufacturer for mounting indicated and to accommodate shade fabric roll-up size and weight.
 - a. Material: Stamped steel.
 - 4. Roller Tubes: As required for type of shade operation.
 - a. Material: Extruded aluminum, clear anodized finish.
 - b. Size: As recommended by manufacturer; selected for suitability for installation conditions, span, and weight of shades.

- c. Fabric Attachment: Utilize extruded channel in tube to accept vinyl spline welded to fabric edge.
- 5. Hembars: Designed to maintain bottom of shade straight and flat.
 - a. Style: Exposed aluminum bottom bar, flat profile with closed ends; baked enamel finish, color to match shade fabric.
- 6. Accessories:
 - a. Fascia: Extruded aluminum, size as required to conceal shade mounting, attachable to brackets without exposed fasteners; baked enamel finish.
 - 1) Color: Architect to select from manufacturer's full line.
 - 2) Profile: Square.
 - 3) Configuration: Captured; fascia stops at bracket end.
 - b. Fasteners: Noncorrosive, and as recommended by shade manufacturer.

2.03 SHADE FABRIC

- A. Fabric for Light-Filtering Shades: Nonflammable, color-fast, impervious to heat and moisture, and able to retain its shape under normal operation.
 - 1. Manufacturers:
 - a. MechoShade Systems LLC; ThermoVeil - 1700 Series (1% open): www.mechoshade.com/#sle.
 - b. MechoShade Systems LLC; EcoVeil Screens - 0950 Series (1% open): www.mechoshade.com/#sle.
 - c. Mermet Corporation; E-Screen - 1%: www.mermetusa.com/#sle.
 - d. Mermet Corporation; M-Screen - 1%: www.mermetusa.com/#sle.
 - e. Or architect pre-approved equivalent.
 - 2. Material: Vinyl coated polyester.
 - 3. Performance Requirements:
 - a. Flammability: Pass NFPA 701 large and small tests.
 - b. Fungal Resistance: No growth when tested in accordance with ASTM G21.
 - c. Antimicrobial Resistance: Greater than 95 percent reduction of bacteria when tested in accordance with ASTM E2180.
 - 4. Roll Width: 78 inches (1981 mm) minimum.
 - 5. Color: As selected by Architect from manufacturer's full range of colors.
 - 6. Fabrication:
 - a. Fabric Orientation: Railroaded, fabric is turned 90 degrees off the roll.
 - b. If height of opening requires multiple panels of railroaded fabric, use battens at seams.
 - c. Battens: Full width of shade.

2.04 ROLLER SHADE FABRICATION

- A. Field measure finished openings prior to ordering or fabrication.
- B. Dimensional Tolerances: Fabricate shades to fit openings within specified tolerances.
 - 1. Vertical Dimensions: Fill openings from head to sill with 1/4 inch (6.5 mm) space between bottom bar and window stool.
 - 2. Horizontal Dimensions - Inside Mounting: Provide symmetrical light gaps on both sides of shade not to exceed 1/2 inch (13 mm) total.
 - 3. Horizontal Dimensions - Outside Mounting: Extend shades 2 inches (50 mm) beyond jambs on each side.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine finished openings for deficiencies that may preclude satisfactory installation.
- B. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

- C. Start of installation shall be considered acceptance of substrates.

3.02 INSTALLATION

- A. Install in accordance with manufacturer's instructions and approved shop drawings, using mounting devices as indicated.
- B. Replace shades that exceed specified dimensional tolerances at no extra cost to Owner.
- C. Adjust level, projection, and shade centering from mounting bracket. Verify there is no telescoping of shade fabric. Ensure smooth shade operation.

3.03 CLEANING

- A. Clean soiled shades and exposed components as recommended by manufacturer.
- B. Replace shades that cannot be cleaned to "like new" condition.

3.04 CLOSEOUT ACTIVITIES

- A. See Section 01 7300 - Execution and 01 7700 - Closeout Procedures, for closeout submittals.
- B. Demonstration: Demonstrate operation and maintenance of window shade system to Owner's personnel.

3.05 PROTECTION

- A. Protect installed products from subsequent construction operations.
- B. Touch-up, repair, or replace damaged products before Substantial Completion.

END OF SECTION

SECTION 12 3600

COUNTERTOPS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Countertops for architectural cabinet work.
- B. Wall-hung counters and vanity tops.
- C. Sinks molded into countertops.

1.02 REFERENCE STANDARDS

- A. ASTM E84 - Standard Test Method for Surface Burning Characteristics of Building Materials; 2026.
- 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. IAPMO Z124 - Plastic Plumbing Fixtures; 2022, with Editorial Revision.
- E. ISFA 2-01 - Classification and Standards for Solid Surfacing Material; 2013.
- F. ISFA 3-01 - Classification and Standards for Quartz Surfacing Material; 2013.
- G. NEMA LD 3 - High-Pressure Decorative Laminates; 2005.
- H. NSI (DSDM) - Dimensional Stone Design Manual, Version VIII; 2016.
- I. PS 1 - Structural Plywood; 2023.

1.03 SUBMITTALS

- A. See Section 01 3300 - Submittal Procedures for submittal procedures.
- B. Product Data: Manufacturer's data sheets on each product to be used, including:
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
- C. Shop Drawings: Complete details of materials and installation ; combine with shop drawings of cabinets and casework specified in other sections.
- D. Selection Samples: For each finish product specified, color chips representing manufacturer's full range of available colors and patterns.
- E. Verification Samples: For each finish product specified, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.
- F. Test Reports: Chemical resistance testing, showing compliance with specified requirements.
- G. Maintenance Data: Manufacturer's instructions and recommendations for maintenance and repair of countertop surfaces.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Store products in manufacturer's unopened packaging until ready for installation.
- B. Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.

1.05 FIELD CONDITIONS

- A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

PART 2 PRODUCTS

2.01 COUNTERTOPS

- A. Quality Standard: Custom Grade, in accordance with AWI/AWMAC/WI (AWS) or AWMAC/WI (NAAWS), unless noted otherwise.
- B. Solid Surfacing Countertops: Solid surfacing sheet or plastic resin casting over continuous substrate.
 - 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.
 - a. Manufacturers:
 - 1) Basis of Design: Dupont; Corian: www.corian.com/#sle.
 - 2) Formica Corporation; Everform: www.formica.com/#sle.
 - 3) LG Hausys America, Inc; HI-MACS: www.lghausysusa.com/#sle.
 - 4) Or architect pre-approved equivalent.
 - b. Surface Burning Characteristics: Flame spread index of 25, maximum; smoke developed index of 450, maximum; when tested in accordance with ASTM E84.
 - c. Sinks and Bowls: Integral castings; minimum 3/4 inch (19 mm) wall thickness; comply with IAPMO Z124.
 - 1) Color and Pattern: As selected by Architect from manufacturer's full line.
 - d. Finish on Exposed Surfaces: Matte, gloss rating of 5 to 20.
 - e. Color and Pattern: As selected by Architect from manufacturer's full line.
 - 3. Other Components Thickness: 1/2 inch (12 mm), minimum.
 - 4. Exposed Edge Treatment: Built up to minimum 1-1/4 inch (32 mm) thick; square edge; use marine edge at sinks.
 - 5. Back and End Splashes: Same sheet material, square top; minimum 4 inches (102 mm) high.

2.02 MATERIALS

- A. Plywood for Supporting Substrate: PS 1 Exterior Grade, A-C veneer grade, minimum 5-ply; minimum 3/4 inch (19 mm) thick; join lengths using metal splines.
- B. Adhesives: Chemical resistant waterproof adhesive as recommended by manufacturer of materials being joined.
- C. Joint Sealant: Mildew-resistant silicone sealant, clear.

2.03 ACCESSORIES

- A. Fixed Top-Mounted Countertop Support Brackets:
 - 1. Material: Steel.
 - 2. Finish: Manufacturer's standard, factory-applied, textured powder coat.
 - 3. Color: Black.

2.04 FABRICATION

- A. Fabricate tops and splashes in the largest sections practicable, with top surface of joints flush.
 - 1. Join lengths of tops using best method recommended by manufacturer.
 - 2. Fabricate to overhang fronts and ends of cabinets 1 inch (25 mm) except where top butts against cabinet or wall.
 - 3. Prepare all cutouts accurately to size; replace tops having improperly dimensioned or unnecessary cutouts or fixture holes.
- B. Provide back/end splash wherever counter edge abuts vertical surface unless otherwise indicated.
 - 1. Secure to countertop with concealed fasteners and with contact surfaces set in waterproof glue.

2. Height: 4 inches (102 mm), unless otherwise indicated.
- C. Solid Surfacing: Fabricate tops and wall panels up to 144 inches (3657 mm) long in one piece; join pieces with adhesive sealant in accordance with manufacturer's recommendations and instructions.
 1. Integral sinks: Shop-mount securely to countertop with adhesives, using flush configuration, as per manufacturer's instructions, and as detailed on drawings.
- D. Wall-Mounted Counters: Provide skirts, aprons, brackets, and braces as indicated on drawings, finished to match.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared.
- B. If substrate preparation is the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.
- C. Verify that wall surfaces have been finished and mechanical and electrical services and outlets are installed in proper locations.

3.02 PREPARATION

- A. Clean surfaces thoroughly prior to installation.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.

3.03 INSTALLATION

- A. Securely attach countertops to cabinets using concealed fasteners. Make flat surfaces level; shim where required.
- B. Attach plastic laminate countertops using screws with minimum penetration into substrate board of 5/8 inch (16 mm).
- C. Seal joint between back/end splashes and vertical surfaces.

3.04 TOLERANCES

- A. Variation From Horizontal: 1/8 inch in 10 feet (3 mm in 3 m), maximum.
- B. Offset From Wall, Countertops: 1/8 inch (3 mm) maximum; 1/16 inch (1.5 mm) minimum.
- C. Field Joints: 1/8 inch (3 mm) wide, maximum.

3.05 CLEANING

- A. Clean countertops surfaces thoroughly.

3.06 PROTECTION

- A. Protect installed products until completion of project.
- B. Touch-up, repair or replace damaged products before Date of Substantial Completion.

END OF SECTION

SECTION 22 0500

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.
 - d. Furnish and install firestopping systems for penetrations of fire-rated construction associated with this Contractor's work.
 - 2. Air Conditioning and Ventilating Work: Refer to Section 23 0500 "Basic HVAC Requirements".
 - 3. Temperature Control Work: Refer to Section 23 0500 "Basic HVAC Requirements".
 - 4. Testing, Adjusting, and Balancing Work: Refer to Section 23 0500 "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. Temperature Control Contractor.
 - d. 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.
3. 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.
4. Motor control wiring is single phase and usually 120 volts. In some instances, the voltage will be the same as the motor power wiring. Generally, where the motor power wiring exceeds 120 volts, a control transformer is used to give a control voltage of 120 volts.
5. 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 which directly powers or controls a motor used to drive equipment such as fans, pumps, etc.
 - a. 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.
6. 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.
7. 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.
 - c. Electrical busduct.
 - d. Sheet metal.
 - e. Electrical cable trays, including access space.
 - f. Electrical conduits and wireway.

C. Mechanical Contractor's Responsibility:

1. Assumes all responsibility for the Temperature Control wiring, when the Temperature Control Contractor is a Subcontractor to the Mechanical Contractor.
2. 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.
3. Temperature Control Subcontractor's Responsibility:
 - a. Wiring of all devices needed to make the Temperature Control System functional.
 - b. 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 Subcontractor.
 - c. Coordinating equipment locations (such as relays, transformers, etc.) with the Electrical Contractor, where wiring of the equipment is by the Electrical 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.

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 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.
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.

1.05 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.

1.06 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 00	Owner Training Agenda
22 05 29	Hangers and Supports
22 07 19	Plumbing Pipe Insulation
22 10 00	Plumbing Piping Systems and Valves
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.
 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.

1.07 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.

1.08 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. Keep all bearings properly lubricated and all belts properly tensioned and aligned.
- D. 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.
- E. 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.

1.09 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.

1.10 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 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. 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.

3.03 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 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 and place in location as directed; 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.

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.

3.05 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. Contractor shall make a DVD video recording of instructions to the Owner while explaining the system so additional personnel may view the instructions at a later date. The video recording shall be the property of the Owner.
- 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 - 2hours
- 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.

3.06 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. 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. 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.
- D. All operating conditions and control sequences shall be tested during the start-up period. Test all interlocks, safety shutdowns, controls, and alarms.
- E. 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 trouble shooting, 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.

3.07 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 devices, 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; Change Orders; concealed control system devices.

- D. Before completion of the project, a set of reproducible plumbing drawings will be given to the Contractor for transfer of all as-built conditions from the paper set maintained at the job site. All marks on reproducibles shall be clear and permanent.
- E. Mark specifications to show approved substitutions; Change Orders, and actual equipment and materials used.
- F. Record changes daily and keep the marked drawings available for the Architect/Engineer's examination at any normal work time.
- G. Upon completing the job, and before final payment is made, give the marked-up drawings to the Architect/Engineer.

3.08 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.

3.09 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.

3.10 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. Unless no other access is possible, the entrance to construction site shall not be through the existing facility.
 7. To minimize growth of infectious organisms, do not permit damp areas in or near the construction area to remain for over 24 hours.
 8. 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.
3. All plumbing fixtures installed and caulked.
4. Pipe insulation complete, pipes labeled and valves tagged.
5. 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/Engineers 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

SECTION 22 0505

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.
- 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 22 0529 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

SECTION 22 0529

PLUMBING SUPPORTS AND ANCHORS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Hangers, Supports, and Associated Anchors.
- B. Flashing and Sealing of Equipment and Pipe Stacks.

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 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"
 - 3) 4" through 6": 1/2"
 - 2. Copper and Plastic Pipe:
 - a. Hanger Rod Diameter:
 - 1) 2" and smaller: 3/8"
 - 2) 2-1/2" through 3-5/8": 1/2"
 - 3) 4" through 6": 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.

2.03 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.

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. Set all concrete inserts in place before pouring concrete.
 - 3. Furnish, install and prime all auxiliary structural steel for support of piping systems that are not shown on the Drawings as being by others.
 - 4. Install hangers and supports complete with lock nuts, clamps, rods, bolts, couplings, swivels, inserts and required accessories.
 - 5. 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.
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/Concrete Structure: Spacing of hangers shall not exceed the compressive strength of the insulation inserts, and in no case shall exceed the following:

1. Steel and Fiberglass (Std. Weight or Heavier - Liquid Service):

a. Maximum Spacing:

- 1) 1-1/4" & under: 7'-0"
- 2) 1-1/2": 9'-0"
- 3) 2": 10'-0"
- 4) 2-1/2": 11'-0"
- 5) 3": 12'-0"
- 6) 4" & larger: 12'-0"

2. Steel (Std. Weight or Heavier - Vapor Service):

a. Maximum Spacing:

- 1) 1-1/4" and under: 9'-0"
- 2) 1-1/2": 12'-0"
- 3) 2" & larger: 12'-0"

3. 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"
- 5) 2": 8'-0"
- 6) 2-1/2": 9'-0"
- 7) 3": 10'-0"
- 8) 4": 12'-0"
- 9) 6": 12'-0"

4. Hard Drawn Copper & Brass (Vapor Service):

a. Maximum Spacing:

- 1) 3/4" & under: 7'-0"
- 2) 1": 8'-0"
- 3) 1-1/4": 9'-0"
- 4) 1-1/2": 10'-0"
- 5) 2": 11'-0"
- 6) 2-1/2" & larger: 12'-0"

5. Plastic Pipe:

a. Hangers shall be spaced based on the piping system manufacturer's instructions or, if no system instructions are available, space hangers at 4'-0" maximum centers.

6. Ultra-Flexible Pipe, and Flexible Hose, and Soft Copper Tubing:
 - a. Continuous channel with hangers maximum 8'-0" OC.
- I. Installation of hangers shall conform to MSS SP-58, -69, -89, and the applicable Plumbing Code.

END OF SECTION

SECTION 22 0719

PLUMBING PIPING INSULATION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Piping Insulation.
- B. Insulation Jackets.

1.02 QUALITY ASSURANCE

- A. 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.
- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. 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.
- D. 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 C533 - Calcium Silicate Block and Pipe Thermal Insulation.
- C. ANSI/ASTM C534 - Elastomeric Foam Insulation.
- D. ASTM C591 - Unfaced Preformed Rigid Cellular Polyisocyanurate Insulation.
- E. ASTM C1126 - Standard Specification for Faced or Unfaced Rigid Cellular Phenolic Thermal Insulation.
- F. ASTM C1729 - Standard Specification for Aluminum Jacketing for Insulation.
- G. ASTM C1767 - Standard Specification for Stainless Steel Jacketing for Insulation.
- H. ASTM E84 - Surface Burning Characteristics of Building Materials.
- I. NFPA 255 - Surface Burning Characteristics of Building Materials.

- J. UL 723 - Surface Burning Characteristics of Building Materials.
- K. 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 22 0500. 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.

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.
- D. Exposed Piping:
 - 1. Locate and cover seams in least visible locations.
 - 2. Where exposed insulated piping extends above the floor, provide a sheet metal guard around the insulation extending 12" above the floor. Guard shall be 0.016" cylindrical smooth or stucco aluminum and shall fit tightly to the insulation.
 - 3. On exposed piping serving kitchen equipment or plumbing fixtures, the piping shall be insulated unless local code allows it to be uninsulated. In no instance should the uninsulated portion of the piping be more than 4ft in developed length.

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. 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
4"	12" long x 16 gauge
5" to 6"	18" long x 16 gauge
8" to 14"	24" long x 14 gauge
16" to 24"	24" long x 12 gauge
 - c. 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 1,000lb 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.

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.
 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.

3.05 SCHEDULE

- A. Refer to drawings for insulation schedule.

END OF SECTION

SECTION 22 1000

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. Welding Materials and Procedures: Conform to ASME Code and applicable state labor regulations.
- C. Welders Certification: In accordance with ANSI/ASME Sec 9 or ANSI/AWS D1.1.
- D. 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 REFERENCES

- A. ANSI/ASME A112.3.1 - Stainless Steel Drainage Systems for Sanitary DWV, Storm, and Vacuum Applications, Above and Below Ground.
- B. ASME A112.6.9 - Siphonic Drain Test; The American Society of Mechanical Engineers.
- C. ANSI/ASME B16.22 - Wrought Copper and Bronze Solder-Joint Pressure Fittings.
- D. ANSI/ASME B16.23 - Cast Copper Alloy Solder Joint Drainage Fittings - DWV.
- E. ANSI/ASME B16.29 - Wrought Copper and Wrought Copper Alloy Solder Joint Drainage Fittings - DWV.
- F. ANSI/ASME B16.3 - Malleable Iron Threaded Fittings Class 150 NS 300.
- G. ANSI/ASME B16.5 - Pipe Flanges and Flanged Fittings.
- H. ANSI/ASME B16.9 - Factory-Made Wrought Steel Butt Welding Fittings.
- I. ANSI/ASME Sec 9 - Welding and Brazing Qualifications.

- J. ANSI/ASTM B32 - Solder Metal.
- K. ANSI/ASTM C443 - Joints for Circular Concrete Sewer and Culvert Pipe, Using Rubber Gaskets.
- L. ANSI/ASTM D2466 - PVC Plastic Pipe Fittings, Schedule 40.
- M. ANSI/AWS D1.1 - Structural Welding Code.
- N. ANSI/AWWA C110 - Ductile Iron and Gray Iron Fittings 3" through 48", for Water and Other Liquids.
- O. ANSI/AWWA C111 - Rubber-Gasket Joints for Ductile Iron and Gray Iron Pressure Pipe and Fittings.
- P. ANSI/AWWA C151 - Ductile Iron Pipe, Centrifugally Cast in Metal Molds or Sand-Lined Molds, for Water or Other Liquids.
- Q. ASME - Boiler and Pressure Vessel Code.
- R. ASSE 1003 - Water Pressure Reducing Valves for Domestic Water Supply Systems.
- S. ASTM A53 - Pipe, Steel, Black and Hot-Dipped Zinc Coated, Welded and Seamless.
- T. ASTM A74 - Hub and Spigot Cast Iron Soil Pipe and Fittings.
- U. ASTM A234 - Pipe Fittings of Wrought Carbon Steel and Alloy Steel for Moderate and Elevated Temperatures.
- V. ASTM A312 - Standard for Seamless, Welded, and Heavily Cold Worked Austenitic Stainless Steel Pipes.
- W. ASTM A674 - Standard Practice for Polyethylene Encasement for Ductile Iron Pipe for Water or Other Liquids.
- X. ASTM A888 - Hubless Cast Iron Soil Pipe and Fittings.
- Y. ASTM B88 - Seamless Copper Water Tube.
- Z. ASTM B306 - Copper Drainage Tube (DWV).
- AA. ASTM C14 - Concrete Sewer, Storm Drain, and Culvert Pipe.
- BB. ASTM C564 - Rubber Gaskets for Cast Iron Soil Pipe and Fittings.
- CC. ASTM C1540 - Shielded Couplings Joining Hubless Cast Iron Soil Pipe and Fittings.
- DD. ASTM D1784 - Standard Specification for Rigid Poly (Vinyl Chloride) (PVC) Compounds and Chlorinated Poly (Vinyl Chloride) (CPVC) Compounds.
- EE. ASTM D1785 - Polyvinylchloride (PVC) Plastic Pipe, Schedules 40, 80 and 120.
- FF. ASTM D2321 - Standard Practice for Underground Installation of Thermoplastic Pipe for Sewers and Other Gravity-Flow Applications.

- GG. ASTM D2661 - ABS DWV Pipe & Fittings.
- HH. ASTM D2665 - PVC DWV Pipe & Fittings.
- II. ASTM D3034 - Type PSM (Polyvinylchloride) (PVC) Sewer Pipe and Fittings.
- JJ. ASTM F402 - Standard Practice for Safe Handling of Solvent Cements, Primers, and Cleaners Used for Joining Thermoplastic Pipe and Fittings.
- KK. ASTM F477 - Elastomeric Seals (Gaskets) for Joining Plastic Pipes.
- LL. ASTM F656 - Standard Specification for Primers for Use in Solvent Cement Joints of Poly (Vinyl Chloride) (PVC) Plastic Pipe and Fittings
- MM. ASTM F876 - Standard Specification for Crosslinked Polyethylene (PEX) Tubing.
- NN. ASTM F1412 - Standard Specification for Polyolefin Pipe and Fittings for Corrosive Waste Drainage Systems.
- OO. ASTM F1960 - Standard Specification for Cold Expansion Fittings with PEX Reinforcing Rings for Use with Cross-linked Polyethylene (PEX) Tubing.
- PP. AWS A5.8 - Brazed Filler Metal.
- QQ. AWWA C651 - Disinfecting Water Mains.
- RR. CISPI 301 - Cast Iron Soil Pipe and Fittings for Hubless Cast Iron Sanitary Systems.
- SS. CISPI 310 - Joints for Hubless Cast Iron Sanitary Systems.
- TT. FM 1680 - Couplings Used in Hubless Cast Iron Systems.
- UU. NSF - National Sanitation Foundation

1.04 SUBMITTALS

- A. Submit shop drawings per Section 22 0500.

1.05 DELIVERY, STORAGE, AND HANDLING

- A. Deliver and store valves in shipping containers with labeling in place.

PART 2 - PRODUCTS

2.01 CAST IRON PIPE

- A. Cast Iron; Standard Weight; Hub and Spigot Joints:
 1. Pipe: Standard weight hub and spigot cast iron soil pipe, bituminous corrosion protective coating inside and outside, CISPI 301 or ASTM A74.
 2. Design Pressure: Gravity Maximum Design Temperature: 180F.

3. Joints: Compression gasket, ASTM C564.
4. Restraints: Install pipe and fittings per the Cast Iron Soil Pipe Institute's Designation 301. 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: Heavy duty no-hub transition for joining cast iron and PVC pipe. Adapters shall be tested and certified to ASTM C 1460 and be constructed with Type 304 stainless steel shield, thickness 0.015" shield, gasket material to meet ASTM C564, 1-1/2" to 4" will be 3" wide with four 304 stainless steel bands, and 6" to 10" will be 4" wide with six 304 stainless steel bands and 3/8" 305 stainless steel hex head screws torqued to 80 inch pounds.

B. 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.
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.
4. Fittings: Wrought copper solder joint, ANSI 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, ANSI B-16.22, 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 fitting manufacturer shall provide Contractor training prior to installation.
7. Manufacturers:
 - a. Viega ProPress
 - b. Apollo Press, a division of Aalberts - IPS
 - c. NIBCO Press System Fittings and Valves

2.03 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: Dezincification resistant brass alloy, lead free NSF-372. Jomar T-100CSSG.
 - 2) 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.)
 - 3) Provide lock out trim for all valves opening to atmosphere installed in domestic water piping over 120F, heating water piping over 120F, 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.)

2.04 STRAINERS

- A. For pipe systems where mechanical press connections are allowed, strainers with mechanical press connections are acceptable subject to the requirements in the paragraphs below.
- B. ST-1: Threaded Ends, 4" and under, lead free bronze or 304 stainless steel body, threaded connections, threaded removable cover, 0.045" 304 stainless steel perforated screen, 125 psi S at 350F, 200 psi CWP at 150F. Apollo Valves, a division of Aalberts-IPS YB-LF (59LF), Metraflex SSFT, Mueller / Watts LF351, Watts LF777, Jomar T-651G, Zurn SXL.

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.

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.

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 space.s
- B. Cold Water, Hot Water, Tempered Water, Reclaimed Water - Potable and Non-Potable (Above Ground):
 - 1. Copper Pipe; Type L; Solder Joints: All Sizes
 - 2. Copper Pipe; Type L; Mechanical Press Connection: 4" and Under
 - 3. Shutoff Valves:, BA-1
 - 4. Check Valves: CK-1
 - 5. Strainers: ST-1
- C. Sanitary Waste and Vent, Gravity (Above Ground):
 - 1. Cast Iron; Standard Weight; Hub and Spigot Joints: All Sizes
 - 2. Cast Iron; Standard Weight; No-Hub Sleeve Gaskets: 1-1/2" to 15"Cast Iron; Standard Weight Epoxy Coated; No-Hub Sleeve Gaskets: 1-1/2" to 15"
 - 3. Copper Pipe: Type M; Solder Joints: 1-1/4" to 4"

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. Test force mains with water at 105% of the operating pump discharge pressure for 15 minutes.
6. Test pressures stated above shall be as listed or as required by the Authority Having Jurisdiction, whichever is most stringent.
7. Test piping per CPC requirements.

B. Hot Water - Potable , Cold Water - Potable :

1. 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.
2. 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.
3. Hold test pressure for at least 2 hours.
4. Test to be witnessed by the Architect/Engineer's representative, if requested by the Architect/Engineer.

3.04 CLEANING PIPING

A. Assembly:

1. During fabrication and assembly, remove slag and weld spatter from both internal and external joints by peening, chipping and wire brushing.
2. 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.
3. 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 22 0529. Provide Schedule 40 galvanized sleeve at least 2 pipe sizes larger than the pipe.
9. 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.
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.

C. Sanitary Piping:

1. Install all sanitary piping inside the building with a slope as shown on the drawings.
2. Slope sanitary piping outside the building to meet invert elevations shown on drawings and to maintain a minimum velocity of 2 feet per second.
3. 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. 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.
- 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. Threaded Joints (Galvanized Steel Pipe):
 - 1. Protect plated pipe and valve bodies from wrench marks when making up joints.
 - 2. Apply thread lubricant to male threads as follows:
 - a. Vents and Roof Conductors: Red graphite
 - b. All Other Services: Teflon tape
- B. 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.
- C. Brazed Joints (Copper Pipe):
 - 1. Make up joints with silver alloy brazing filler metal conforming to ASTM B260 "Brazing Filler Metal" BAg-1 or BAg-2. Cut copper 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 brazing. Apply non-corrosive flux of the type recommended by filler alloy manufacturer, evenly, but sparingly, over all surfaces to be

- joined. Heat joints uniformly using oxygen-acetylene torch with tip size recommended by fitting manufacturer. Wipe and brush joint clean after alloy has set.
2. Remove discs from solder end valves during brazing.
- D. Mechanical Press Connection (Copper Pipe):
1. Copper press fitting shall be made in accordance with the manufacturer's installation instructions.
 2. Fully insert tubing into the fitting and mark tubing.
 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 documentation upon request.
- E. Hub and Spigot Joints - Sanitary Pipe (Cast Iron Pipe):
1. Lead and Oakum Joints: Pack joint with oakum made of vegetable fiber, cotton, or hemp. Pour joint with molten lead up to top of hub. Ensure leak-free joints by working joint with inside and outside caulking irons.
 2. Compression Gasket Joints: Joint shall be one-piece double seal compression type gasket made specifically for joining cast iron soil pipe. Gasket shall be neoprene, permitting joint to flex as much as 5 degrees without loss of seal. Gasket shall be extra heavy weight class, conforming to ASTM C-564.
- F. 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.
- G. 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.
- H. 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.
- I. Flanges: Assemblies of companion flanges and gaskets complying with ASME B16.21 and compatible with system liquid, and bolts and nuts.

END OF SECTION

SECTION 22 1030
PLUMBING SPECIALTIES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Traps.
- B. Strainers.
- C. Unions.
- D. Dielectric Fittings (Connections Between Dissimilar Metals).
- E. Air Vents.
- F. Drain Valves.

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 REFERENCES

- A. ASSE 1010 - Water Hammer Arresters.
- B. ANSI A112.6.3 - Floor and Trench Drains; The American Society of Mechanical Engineers.
- C. PDI WH-201 - Water Hammer Arresters.

1.04 SUBMITTALS

- A. Submit shop drawings under provisions of Section 22 0500.
- B. Include sizes, rough-in requirements, service sizes, and finishes.

PART 2 - PRODUCTS

2.01 TRAPS

- A. Provide all individual connections to the sanitary system with P-traps, except where such drains discharge directly into a properly trapped collection basin or sump. Unless otherwise specified or shown, traps shall be of the same material as specified for waste system.
- B. All traps shall have accessible, removable cleanouts, except where installed on floor drains with removable strainers.
- C. Deep seal pattern traps shall be provided where required by code.
- D. Each trap shall be completely filled with water at the end of construction but before building turnover to the Owner. All floor drains, floor sinks, trench drains, etc. shall be filled with water.

2.02 STRAINERS

- A. Unless otherwise indicated, strainers shall be Y-pattern and have stainless steel screens with perforations as follows:
 - 1. Water:
 - a. 1/4" - 2": 3/64" perforations
- B. Furnish pipe nipple with shutoff valve to blow down all strainer screens.
- C. Use bronze body strainers in copper piping and iron body strainers in ferrous piping.

2.03 UNIONS

- A. Copper pipe - wrought copper fitting - ground joint.

2.04 DIELECTRIC FITTINGS (CONNECTIONS BETWEEN DISSIMILAR METALS)

- A. Connections between dissimilar metals shall be insulating dielectric types that provide a water gap between the connected metals, and that either allow no metal path for electron transfer or that provide a wide water gap lined with a non-conductive material to impede electron transfer through the water path.
- B. Joints shall be rated for the temperature, pressure, and other characteristics of the service in which they are used, including testing procedure.
- C. Aluminum, iron, steel, brass, copper, bronze, and stainless steel are commonly used and require isolation from each other with the following exceptions:
 - 1. Iron, steel, and stainless steel connected to each other.
 - 2. Brass, copper, and bronze connected to each other.

3. Brass or bronze valves and specialties connected in closed systems with steel, iron, or stainless steel on both sides of the brass or bronze valves and specialties. Where two or more brass or bronze items occur together, they shall be connected with brass nipples. Brass or bronze valves and specialties cannot be used as a dielectric separation between pipe materials.
- D. Dielectric protection is required at connections to equipment of a material different than the piping.
- E. Screwed Joints (acceptable up to 2" size):
 1. Dielectric waterway rated for 300 psi CWP and 225F.

2.05 AIR VENTS

- A. Provide means for venting air at all high points in the piping system and at all other points where air may be trapped.
- B. At end of main and other points where large volume of air may be trapped - Use 1/4" globe valve, angle type, 125 psi, Crane #89, attached to coupling in top of main, 1/4" discharge pipe turned down with cap.

2.06 DRAIN VALVES

- A. Drain valves shall be shutoff valves as specified for the intended service with added 3/4" male hose thread outlet and cap.

PART 3 - EXECUTION

3.01 INSTALLATION AND APPLICATION

- A. Coordinate construction to receive drains at required invert elevations.
- B. Install all items per manufacturer's instructions.

END OF SECTION

SECTION 22 4000
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. ANSI A112.19.3 - Stainless Steel Plumbing Fixtures (Designed for Residential Use).
- F. ASME A112.19.4 - Porcelain Enameled Formed Steel Plumbing Fixtures.
- G. ANSI A112.19.5 - Trim for Water-Closet Bowls, Tanks, and Urinals.
- H. Americans with Disabilities Act (ADA), Title III.
- I. The Energy Policy Act (EPAAct) of 2005.

1.03 SUBMITTALS

- A. Submit product data under provisions of Section 22 0500. 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.

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,
 - b. Acceptable Manufacturers:
 - 1) Truebro (Lav Guard 2)
 - 2) Plumberex (Pro-Extreme)
 - 3) McGuire (Prowrap)
 - 4) Buckaroos Inc.
 - 5) Zurn
 - 2. Premanufactured rigid enclosure for concealing lavatory P-trap, stop valves, and supply lines,
 - a. Rigid, high impact PVC, paintable, stainless steel fasteners for anchoring and removal.
 - 3. Premanufactured rigid enclosure for concealing sink P-trap, stop valves, supply lines, garbage disposal, etc.
 - a. Rigid, high impact PVC, white or beige (Color by architect), paintable, 36" or 42" widths, stainless steel fasteners for anchoring and removal.

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 silicon 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 architectural drawings 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.

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

SECTION 23 0500

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 22 0500 "Basic Plumbing Requirements".
 - 2. Air Conditioning and Ventilating Work shall include, but is not necessarily limited to:
 - a. Modify existing supply air ductwork systems including all fittings, insulation, and outlets.
 - b. Modify existing return air ductwork systems including all fittings, insulation, and inlets.
 - c. Furnish and install all temperature control systems.
 - 3. Temperature Control Work shall include, but is not necessarily limited to:
 - a. Furnish and install a complete temperature control system as specified in Section 23 0900.
 - b. Modify existing DDC system including all accessories, sensors, and programming.
 - 4. Testing, Adjusting, and Balancing Work shall include, but is not necessarily limited to:
 - a. Furnish complete testing, adjusting, and balancing as specified in Section 23 0593, including, but not limited to, air systems, plumbing systems, and verification of control systems.

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. Temperature Control Contractor.
 - d. 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.
3. 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.
4. Motor control wiring is single phase and usually 120 volts. In some instances, the voltage will be the same as the motor power wiring. Generally, where the motor power wiring exceeds 120 volts, a control transformer is used to give a control voltage of 120 volts.
5. 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 which directly powers or controls a motor used to drive equipment such as fans, pumps, etc.
 - a. 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.
6. 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.
7. 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.
 - 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. Assumes all responsibility for the Temperature Control wiring, when the Temperature Control Contractor is a Subcontractor to the Mechanical Contractor.
2. 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.
3. Temperature Control Subcontractor's Responsibility:
 - a. Wiring of all devices needed to make the Temperature Control System functional.
 - b. 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 Subcontractor.
 - c. Coordinating equipment locations (such as relays, transformers, etc.) with the Electrical Contractor, where wiring of the equipment is by the Electrical 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.

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 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. 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.

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.

1.05 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.

1.06 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
 - 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.
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.

1.07 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.

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 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.

1.10 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 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 Contractors 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 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.

3.04 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.
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 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. Contractor shall make a DVD video recording of instructions to the Owner while explaining the system so additional personnel may view the instructions at a later date. The video recording shall be the property of the Owner.
- D. The instructions shall include:
 1. Maintenance of equipment.
 2. Start-up procedures for all major equipment.
 3. Explanation of seasonal system changes.
- 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. 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.
- G. 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.

3.06 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. Areas with mechanical cooling shall be maintained below 60% RH.
- 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 trouble shooting, 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.

3.07 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.

3.08 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 drain pans and 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 bare metal ductwork, piping, hangers, and accessories.
- D. Remove all rubbish, debris, etc., accumulated during construction from the premises.

3.09 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.

3.10 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. Unless no other access is possible, the entrance to construction site shall not be through the existing facility.
7. To minimize growth of infectious organisms, do not permit damp areas in or near the construction area to remain for over 24 hours.
8. In addition to the criteria above, provide measures as recommended in the SMACNA "IAQ Guidelines for Occupied Buildings Under Construction".
9. 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.
10. 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.

3.11 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. 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/Engineers 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

SECTION 23 0505

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 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 23 0529 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. 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

SECTION 23 0593

TESTING, ADJUSTING, AND BALANCING

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Testing, adjusting, and balancing of air 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.
- B. Project will be constructed in phases. Provide balancing report after each phase is complete.

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.
- G. Installations with systems consisting of multiple components shall be balanced with all system components operating.

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. 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.
 - 3. Pipe System Requirements:
 - a. Coil fins have been cleaned and combed.
 - b. Hydronic systems have been cleaned, filled, and vented.
 - c. Strainer screens are clean and in place.
 - d. Shutoff, throttling and balancing valves are open.
- 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.
 - 2. Adjust piping systems to $\pm 10\%$ of design 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 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.

4.02 AIR SYSTEMS

A. 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.

B. 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.

C. 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.

D. 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.

E. 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

SECTION 23 0713
DUCTWORK INSULATION

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Ductwork Insulation.

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.
 - 4. UL listed in Category HNKT.
- B. Adhesives: UL listed, meeting NFPA 90A/90B requirements.

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 C553 - Mineral Fiber Blanket and Felt Insulation.
- C. ANSI/ASTM C612 - Mineral Fiber Block and Board Thermal Insulation.
- D. ASTM E84 - Surface Burning Characteristics of Building Materials.
- E. ASTM E136 - Standard Test Method for the Behavior of Materials in a Vertical Tube Furnace at 750C.
- F. ASTM E814 - Fire Tests of Through Penetrations Firestops.
- G. ASTM E2336-04 - Standard Test Methods for Fire Resistive Grease Duct Enclosure Systems.
- H. ASTM G21 - Standard Practice for Determining Resistance of Synthetic Polymeric Materials to Fungi.
- I. National Commercial & Industrial Insulation Standards - 1999 Edition - as published by Midwest Insulation Contractors Association and endorsed by National Insulation Contractors Association.

- J. NFPA 96 - Standard for the Installation of Equipment for Removal of Smoke and Grease-Laden Vapors from Commercial Cooking Equipment.
- K. NFPA 255 - Surface Burning Characteristics of Building Materials.
- L. UL - XHEZ - Through Penetration Firestop Systems.
- M. UL 181 - Standard for Factory-Made Air Ducts and Air Connectors.
- N. UL 263 - Full Scale External Fire Tests with Hose Stream.
- O. UL 723 - Surface Burning Characteristics of Building Materials.
- P. UL 1479 - Fire Tests of Through Penetrations Firestops.

1.04 SUBMITTALS

- A. Submit shop drawings per Section 23 0500. Include product description, list of materials and thickness for each service, and location.

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.

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.
- 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. 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.
 6. 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.
 7. Press tape tightly to the duct covering with a squeegee for a tight continuous seal. Fish mouths and loose tape edges are not acceptable.
 8. Staples may be used, but must be covered with tape.
 9. Vapor barrier must be continuous.
 10. Mechanically fasten on 12" centers at bottom of ducts over 24" wide and on all sides of vertical ducts.
- F. Continue insulation with vapor barrier through penetrations unless code prohibits.
- G. 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 on Drawings for scheduling of insulation.

END OF SECTION

SECTION 23 3100

DUCTWORK

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Galvanized Ductwork
- B. Ductwork Sealants
- C. Rectangular Ductwork
- D. Flexible Duct
- E. 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 2020 Systems and Equipment; Chapter 19 - Duct Construction.
- D. ASHRAE - Handbook 2021 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 A653 - Steel Sheet, Zinc-Coated (Galvanized) or zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process.
- G. ASTM A924 - Specification for General Requirements for Steel Sheet, Metallic-Coated by the Hot-Dip Process.
- H. ASTM E90-02 - Standard Test Method for Laboratory Measurement of Airborne Sound Transmission Loss of Building Partitions.
- I. ASTM E413-87 - Classification for Rating Sound Insulation.
- J. AWS A5.14M (1997) - Specification for Nickel and Nickel Alloy Bare Welding Electrodes and Rods.
- K. AWS D9.1M/D9.1 - Sheet Metal Welding Code.
- L. IECC - International Energy Conservation Code (latest published edition)

- M. NFPA 90A - Installation of Air-Conditioning and Ventilating Systems.
- N. NFPA 90B - Installation of Warm Air Heating and Air- Conditioning Systems.
- O. SMACNA - Air Duct Leakage Test Manual.
- P. SMACNA - HVAC Duct Construction Standards.
- Q. SMACNA - Round Industrial Duct Construction Standards - 1999 Edition.
- R. UL 181 - Factory-Made Air Ducts and Air Connectors.
- S. UL 181A - Closure Systems for Use with Rigid Air Ducts and Air Connectors
- T. UL 181B - Closure Systems for Use with Flexible Air Ducts and Air Connectors.

1.03 SUBMITTALS

- A. Submit shop drawings per Section 23 0500.
- B. 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.

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) Type 2:
 - a) Description: Double wall type with 3-1/4" blade spacing, 4-1/2" radius, 24-gauge minimum, and SMACNA Type 1 runners. C-value below 0.27.
 - b) Usage: No limits other than imposed by the manufacturer. Provide intermediate support for vanes over 48" long.
 - 3) Turning vanes shall operate quietly. Repair or replace vanes that rattle or flutter.
 - 4) Runners must be installed at a 45-degree angle. Elbows with different size inlet and outlet must be radius type.
 - 5) 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.
 - 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) 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. Flat oval duct in negative pressure applications shall have flat sides reinforced as required for rectangular ducts of the same gauge with dimensions equal to the flat span of the oval duct.
- 3. 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.
- 4. 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.
- 5. Ductwork shall be suitable for velocities up to 5,000 fpm.
- 6. 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.
- 7. 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.
- 8. 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.
- 9. Reinforce flat oval ducts with external angles. Internal tie rods are permitted only as indicated for rectangular ductwork.
- 10. 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.

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.
- 3. Cable Hangers:
 - a. Aircraft cable and slip cable hangers are acceptable for ducts up to 18" diameter. Protective sleeve tubing shall be used on the cable when supporting duct with exterior insulation. Corner saddles are required when supporting rectangular ductwork.
 - b. Manufacturers; Supports:
 - 1) Gripple
 - 2) Ductmate
 - 3) Duro Dyne
- 4. 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.

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. Ductwork reinforcement shall be of galvanized steel.
- 2. Duct Hangers and Support Material:
 - a. Ductwork hangers and supports shall be of galvanized or painted steel.
 - b. All fasteners shall be galvanized or cadmium plated.

B. Duct Hangers and Support Material:

- 1. Ductwork hangers and supports shall be of galvanized or painted steel.
- 2. All fasteners shall be galvanized or cadmium plated.

2.03 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.

2.04 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. Acoustic:
 - 1. Flexible duct shall be acoustic rated in accordance with ASTM E477 and ADC Test Code FD 72-RI by ETL. Insertion loss values noted below are for flow velocities less than 2,500 fpm. Submittals shall include insertion losses ratings per sizes and lengths listed below regardless of sizes shown on the drawings.
 - 2. Flexible have corrosion-resistant wire helix, bonded to a nylon fabric core 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.
 - 3. Inner liner shall be airtight and suitable for 6" WC static pressure through 16" diameter. Outer jacket shall act as a vapor barrier only with permeance not over 0.1 perm per ASTM E96, Procedure A. "R" value shall not be less than 4.0 ft²*F*hr/Btuh. Temperature range of at least 0 to 180F. Maximum velocity of 4,000 fpm. "R" value shall not be less than 4.0 ft²*F*hr/Btuh.
 - 4. Minimum Acoustic Insertion Losses per octave band:
 - a. Straight Duct:

Diameter	Length	63hz	125hz	250hz	500hz	1000hz	2000hz	4000hz
6" ø	6 ft	4.0	13	15	15	16	17	16
6" ø	3 ft	2.3	4.9	5.3	5.3	5.5	5.8	5.4
8" ø	6 ft	5.7	14	13	15	16	18	16

Diameter	Length	63hz	125hz	250hz	500hz	1000hz	2000hz	4000hz
8" ø	3 ft	2.9	5.0	4.9	5.7	5.6	5.8	5.6
12" ø	6 ft	5.5	13	12	15	15	18	13
12" ø	3 ft	2.8	4.8	4.7	5.3	5.3	5.8	4.9

b. 90 Degree Elbow:

Dia	Length	63hz	125hz	250hz	500hz	1000hz	2000hz	4000hz
6" ø	6 ft	10	15	16	17	18	17	18
6" ø	3 ft	3.8	5.4	5.5	5.7	5.9	5.8	5.9
8" ø	6 ft	10	15	16	17	16	18	18
8" ø	3 ft	2.4	5.3	5.6	5.8	5.6	5.9	6.0
12" ø	6 ft	11	14	15	16	15	16	15
12" ø	3 ft	4.4	5.1	5.3	5.5	5.4	5.6	5.3

5. Usage:

- a. Take-offs from supply ducts to inlets of terminal air boxes. Do not exceed 36" in length.
- b. Connections to air inlets and outlets. Do not exceed 5'-0" in length.
- c. Acceptable Manufacturers:
 - 1) Flexmaster USA - Type 6
 - 2) Thermaflex M-Ke

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. Do not install ducts or other equipment above electrical switchboards or panelboards. This includes a dedicated space extending 25 feet from the floor to the structural ceiling with width and depth equal to the electrical equipment. Unless intended to serve these rooms, do not install any ductwork or equipment in electrical rooms, transformer rooms, electrical closets, telephone rooms or elevator machine rooms.
- D. Provide temporary closures of metal or taped polyethylene on open ducts to prevent dust from entering ductwork.
- E. Supply ductwork shall be free of construction debris, and shall comply with Level "B" of the SMACNA Duct Cleanliness for New Construction Guidelines.
- F. Repair all duct insulation and liner tears.
- G. 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.
- H. Insulate terminal air box reheat coils. Seal insulation tight to form a tight vapor barrier.

- I. Install flexible duct in accordance with the ADC Flexible Duct Performance and Installation Standards.
- J. 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.
- K. 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 23 0550 for seismic requirements.
- L. 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.
- M. 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 on drawings for specific requirements for system, material, shape, pressure class, seal class and insulation application.

3.03 SPECIAL INSULATION REQUIREMENTS

- A. Ductwork Accessories (Fabric Flex Connectors, Equipment Flanges, etc.):
 - 1. 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)
- B. All Terminal Air Box/ Reheat Coil Headers :
 - 1. Insulation: 1-1/2" thick Type A (R=4.5)
- C. Linear Diffuser Supply Plenum:
 - 1. Insulation:
 - a. IECC-2021: 1-1/2" thick Type A (R=4.5)

3.04 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.

3.05 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. Pressure Test Procedure:
1. Testing shall be as listed in the latest edition of the SMACNA HVAC Duct Leakage Manual, with the following additional requirements:
 - a. The required leakage class for Seal Class A, rectangular ducts, shall be 4; round shall be 2.
 - b. Test pressure shall be the specified duct pressure class. Testing at reduced pressures and converting the results mathematically is not acceptable. This is required to test the structural integrity of the duct system.
 - c. If any leak causes discernible noise at a distance of 3 feet, that leak shall be eliminated, regardless of whether that section of duct passed the leakage test.
 - d. All joints shall be felt by hand, and all discernible leaks shall be sealed.
 - e. Totalling leakage from several tested sections and comparing them to the allowable leakage for the entire system is not acceptable. Each section must pass the test individually.
 - f. Contractor shall notify the Architect/Engineer five business days prior to pressurizing ductwork for testing. Failure to notify the Architect/Engineer of pressure testing may require the contractor to repeat the duct pressure test after proper notification.
 - g. Upon completion of the pressure test, the contractor shall submit an air duct leakage test summary report as outlined in the SMACNA HVAC Duct Leakage Test Manual.

- h. All access doors, taps to terminal air boxes, and other accessories and penetrations must be installed prior to testing. Including terminal air boxes in the test is not required.
- i. Positive pressure leakage testing is acceptable for negative pressure ductwork.

3.06 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

SECTION 23 3300

DUCTWORK ACCESSORIES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Manual Volume Dampers.

1.02 REFERENCES

- A. AMCA Guide for Commissioning and Periodic Performance Testing of Fire, Smoke and Other Life Safety Related Dampers.
- B. ASTM E477-20 - Standard Test Method for Measuring Acoustical and Airflow Performance of Duct Liner Materials and Prefabricated Silencers.
- C. NFPA 72 - National Fire Alarm and Signaling Code
- D. NFPA 90A - Installation of Air-Conditioning and Ventilating Systems.
- E. SMACNA - HVAC Duct Construction Standards (latest edition).

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.

- H. Contractor assembled modular manual dampers are acceptable as long as it contains the components listed above.

PART 3 - EXECUTION

3.01 INSTALLATION

A. General Installation Requirements:

1. Install accessories in accordance with manufacturer's instructions.
2. Where duct access doors are located above inaccessible ceilings, provide ceiling access doors. Coordinate location with the Architect/Engineer.
3. Coordinate and install access doors provided by others.
4. Provide access doors for all equipment requiring maintenance or adjustment above an inaccessible ceiling. Minimum size shall be 24" x 24".
5. Provide duct test holes where indicated and as required for testing and balancing purposes.

B. Manual Volume Damper:

1. Provide manual volume dampers at points on low pressure supply, return, and exhaust systems where branches are taken from larger ducts where indicated on drawings and as required for air balancing. Use splitter dampers only where indicated.
2. 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

SECTION 23 3700
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. AMCA 500-L-12 - Laboratory Methods of Testing Louvers for Rating.
- B. ANSI/ASHRAE 70 - Method of Testing for Rating the Air Flow Performance of Inlets and Outlets.
- C. ANSI/ASHRAE/IES Standard 90.1 (latest published edition) - Energy Standard for Buildings Except Low-Rise Residential Buildings.
- D. SMACNA - Duct Construction Standards.

1.04 SUBMITTALS

- A. Submit product data under provisions of Section 23 0500.
- 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.
- 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
 - 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 23 0500.

END OF SECTION

SECTION 26 0500

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 Fire Alarm and Detection Systems Section 28 3100.
- 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. Separate contracts will be awarded for the following work. The division of work listed below is for the contractors' convenience and lists a normal breakdown of the work. Please refer to the Construction Manager's scope statements for complete scope of work description.
- 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. Wiring of equipment furnished by others.
 - 4. Removal work and/or relocation and reuse of existing systems and equipment.
 - 5. Telecommunications rough-in, as shown on drawings, for installation of telecommunications equipment by others under separate contract.
- E. Work Not Included:
 - 1. Telecommunications cabling will be by others, 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.
- B. Itemize all work and list associated hours and pay scale for each item.

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. 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.
 - 3. 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.
 - 4. 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.
 - 5. 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.

6. 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.
7. 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.
8. Low Voltage Technology Wiring: The wiring associated with the technology systems, used for analog or digital signals between equipment.
9. 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.
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. 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.
4. 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. Cable trays, including access space.
 - e. Other piping.
 - f. 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.

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, 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. 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 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.

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 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.
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 sign-off 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. 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.
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 City of Des Moines, 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 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.
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.
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.

1.09 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
26 09 33	Lighting Control System
26 27 26	Wiring Devices
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

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.
 - 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.

1.11 SCHEDULE OF VALUES

- A. The requirements herein are in addition to the provisions of Division 1.

- 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.

1.12 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.

1.13 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. 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.

1.14 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.

1.15 INSURANCE

- A. This Contractor shall maintain insurance coverage as set forth in Division 1 of these specifications.

1.16 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 Contractors 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.

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. 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 26 0553 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 26 0553 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 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 submit receipt to Architect/Engineer.
 5. Inspection and testing report by the fire alarm system manufacturer.
- 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.
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 instructions shall include:
 1. Maintenance of equipment.
 2. Start-up procedures for all major equipment.
- D. 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.
- E. Minimum hours of instruction time for each item and/or system shall be as indicated in each individual specification section.
- F. 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.
- C. 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.

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.

3.10 INDOOR AIR QUALITY (IAQ) MAINTENANCE FOR OCCUPIED FACILITIES UNDER CONSTRUCTION

- A. Within the Limits of Construction:
 - 1. The Electrical Contractor shall coordinate all work with the contractor responsible for IAQ.
 - 2. The means, methods and materials used by the Electrical Contractor shall be coordinated with the contractor responsible for IAQ and shall comply with the IAQ requirements set forth in Division 1 and Division 21/22/23 of these specifications.
- B. Outside the Limits of Construction:
 - 1. IAQ shall be the responsibility of the electrical contractor for work that is required outside the limits of construction.
 - 2. The Electrical Contractor is responsible for the IAQ set forth in Division 1 and Division 21/22/23 of these specifications.
 - 3. The Electrical Contractor shall review and coordinate all IAQ plans and procedures with the owner's IAQ representative.

3.11 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 trouble shooting, 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.

3.12 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. 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.

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 of fire-rated construction fire sealed in accordance with specifications.
2. Electrical panels have typed circuit identification.
3. Operation and Maintenance manuals have been submitted as per Section 26 0500.
4. Bound copies of approved shop drawings have been submitted as per Section 26 0500.
5. Report of instruction of Owner's representative has been submitted as per Section 26 0500.
6. Fire alarm inspection and testing report has been submitted as per Sections 26 05 00 and 28 31 00.

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/Engineers 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

SECTION 26 0505

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.
- 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.

3.05 INSTALLATION

- A. Install relocated materials and equipment under the provisions of Division 1 of Specifications.

END OF SECTION

SECTION 26 0513

WIRE AND CABLE

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Building Wire - Copper
- B. Cabling for remote control, signal, and power limited circuits
- C. Metal-clad cable (MC)

1.02 RELATED WORK

- A. Section 26 0553 - Electrical Identification: Refer to electrical identification for color and identification labeling requirements.

1.03 REFERENCES

- A. NEMA WC 70 - Power Cables Rated 2,000V or Less for the Distribution of Electrical Energy
- B. NFPA 70 - National Electrical Code (NEC)
- C. UL 44 - Thermoset-Insulated Wires and Cables
- D. UL 83 - Thermoplastic-Insulated Wires and Cables
- E. UL 1581 - Standard for Electrical Wires, Cables, and Flexible Cords

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. 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
- 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.
- C. Control Cable for Class 2 or Class 3 Remote Control and Signal Circuits: Copper conductor, 300-volt insulation, rated 60C, individual conductors twisted together, shielded, and covered with a PVC jacket; UL listed.

2.03 METAL-CLAD CABLE (MC)

- A. Conductors shall be copper, 600-volt insulation, THHN. Metal clad cable shall be constructed in strict accordance with Underwriters Laboratories, Inc. Standard for Metal-Clad Cables, UL 1569, exterior of metal interlocked armor.
- B. Minimum conductor size for branch circuit wiring shall be 12 AWG, with larger wires used where specified.
- C. Metal-clad cables may be used for branch circuit wiring as defined in the Electrical Code, subject to acceptance by State and local codes.

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.
- B. 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.
- C. 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.
- D. 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. Splice only in junction or outlet boxes.
- E. Neatly train and lace wiring inside boxes, equipment, and panelboards.
- F. All conductors shall be continuous in conduit from last outlet to their termination.
- G. Terminate all spare conductors on terminal blocks and label the spare conductors.
- H. Cables or wires shall not be laid out on the ground before pulling.
- I. Cables or wires shall not be dragged over earth or paving.
- J. 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.
- K. At least six (6)-inch loops or ends shall be left at each outlet for installation connection of luminaires or other devices.
- L. 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.
- B. Install wire in raceway after 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 unreeled 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. Use suitable cable fittings and connectors.
- 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.
- G. Open cable shall only be installed where specifically shown on the drawings, or permitted in these specifications.

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. Use compression connectors applied with circumferential crimp for conductor splices and taps, 6 AWG and larger. Tape uninsulated conductors and connectors with electrical tape to 150 percent of the insulation value of conductor.
- F. Thoroughly clean wires before installing lugs and connectors.
- G. Make splices, taps and terminations to carry full ampacity of conductors without perceptible temperature rise.
- H. 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.
- I. 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
- J. 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. Building Wire and Power Cable Testing: Perform an insulation-resistance test on each conductor with respect to ground and adjacent conductors. Test shall be made by means of a low-resistance ohmmeter, such as a "Megger". The applied potential shall be 500 volts dc for 300 volt rated cable and 1000 volts dc for 600 volt rated cable. The test duration shall be one minute. Insulation resistance must be greater than 100 mega-ohm for 600 volt and 25 mega-ohm for 300 volt rated cables per NETA Acceptance Testing Standard. Verify uniform resistance of parallel conductors.
- C. Inspect wire and cable for physical damage and proper connection.
- D. Torque test conductor connections and terminations to manufacturer's recommended values.
- E. Perform continuity test on all power and equipment branch circuit conductors. Verify proper phasing connections.

- F. Provide documentation of the manufacturer's recommended lug torque value for copper conductors, the date the lugs were torqued, and installed torque readings. Documentation indicating that the torque wrench has been calibrated not more than 30 days prior to tightening of lugs shall be provided.
- G. 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.
- H. 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

SECTION 26 0526
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 26 0513 "Wire and Cable".
- B. Material: Copper.
- C. Equipment Grounding Conductors: Insulated. Refer to Section 26 0553 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.

3. Bonding Jumper: Bare copper tape, braided bare copper conductors, terminated with copper ferrules; 1-5/8 inches wide and 1/16 inch thick.
4. Tinned Bonding Jumper: Tinned-copper tape, braided copper conductors, terminated with copper ferrules; 1-5/8 inches wide and 1/16 inch thick.

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: Hydraulic compression 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. Make aluminum-to-steel connections with stainless-steel separators and mechanical clamps.
 4. Make aluminum-to-galvanized steel connections with tin-plated copper jumpers and mechanical clamps.
 5. Coat and seal connections having dissimilar metals with inert material to prevent future penetration of moisture to contact surfaces.
- B. Compression-Type Connections: Use hydraulic compression tools to provide correct circumferential pressure for compression connectors. Use tools and dies recommended by connector manufacturer. Provide embossing die code or other standard method to make a visible indication that a connector has been adequately compressed on grounding conductor.
- 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. Noncontact Metal Raceway Terminations: If metallic raceways terminate at metal housings without mechanical and electrical connection to housing, terminate each conduit with a grounding bushing. Connect grounding bushings with a bare grounding conductor to grounding bus or terminal in housing. Bond electrically non-continuous conduits at entrances and exits with grounding bushings and bare grounding conductors, unless otherwise indicated.

- 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. The connection to the non-metallic boxes shall be made to any metallic fitting or device requiring grounding.
- 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.

3.04 BONDING SYSTEM

- A. 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.
- B. 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

SECTION 26 0527
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

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. Welding Lugs: Comply with MSS-SP-69, Type 57.
4. Beam clamps for Steel Beams and Joists:
 - a. Single sided beam clamp hangers may be used for applications not requiring double sided beam clamps; listed above.
5. Bushings for Floor-Mounted Equipment Anchors: Neoprene units designed for seismically rated rigid equipment mountings and matched to the type and size of anchor bolts and studs used.
6. 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.
7. 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.
8. 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.

E. Cable Ties for Cable Management Systems:

1. Cables ties, UL Listed, Type 21 or Type 21S, and test to UL Standard 62275 for Cable Management Systems.

2. Acceptable Applications: Low Voltage Wire and Cabling.
 - a. Bundle wires and cables within cable trays, auxiliary gutters, and similar applications.
 - b. Organize and support wiring and cables within equipment and distribution systems.

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. Bridge studs top and bottom with channels to support flush-mounted cabinets and panelboards in stud walls.
- 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 26 0533 for special conduit supporting requirements.

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

SECTION 26 0533
CONDUIT AND BOXES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Electrical metallic tubing and fittings (EMT)
- B. Flexible metallic conduit and fittings (FMC)
- C. Wall and ceiling outlet boxes
- D. Electrical connection
- E. Pull and junction boxes
- F. Rough-ins
- G. Accessories

1.02 RELATED WORK

- A. Section 26 0553 - 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/NEMA OS 1 - Sheet-Steel Outlet Boxes, Device Boxes, Covers and Box Supports
 - 3. ANSI/NEMA OS 2 - Nonmetallic Outlet Boxes, Device Boxes, Covers and Box Supports
- B. Federal Specifications (FS):
 - 1. A-A-50553A - Fittings for Conduit, Metal, Rigid, (Thick-Wall and Thin-Wall (EMT) Type
 - 2. A-A-55810 - Specification for Flexible Metal Conduit
- C. NECA "Standards of Installation"
- D. National Electrical Manufacturers Association (NEMA):
 - 1. ANSI/NEMA FB 1 - Fittings, Cast Metal Boxes, and Conduit Bodies for Conduit, Electrical Metallic Tubing and Cable
- E. NFPA 70 - National Electrical Code (NEC)

F. Underwriters Laboratories (UL): Applicable Listings

1. UL 1 - Flexible Metal Conduit
2. UL514-B - Conduit Tubing and Cable Fittings
3. UL797 - Electrical Metal Tubing

G. 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. Expansion Joints: Electrical metallic tubing hot dip galvanized providing a minimum of 2 inches of movement, listed wet/damp/dry for application.
3. 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 Alfex
 - 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. Nonmetallic Outlet Boxes: ANSI/NEMA OS 2.

- C. Cast Boxes: NEMA FB1, Type FD, Aluminum, cast ferrous alloy, or stainless steel deep type, gasketed cover, threaded hubs.
- D. 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.
- E. 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.
- F. 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 ROUGH-IN

- A. Provide with one (1) flush mount double gang box with single gang plaster ring and appropriate cover plate,
- B. Conduit stubbed to above the lay-in ceiling.
- C. RI-TECH; Technology Rough-in:
 - 1. Rough-in shall have one (1) 1" conduit.
- D. RI-TECH-C; Technology Rough-in - Ceiling Flush Mounted:
 - 1. Mount flush in finished ceiling or as noted in plans. Rough-in shall have one (1) 1" conduit.

2.07 ACCESSORIES

- A. Fire Rated Moldable Pads: UL #9700, moldable sheet putty at required thickness on all five sides of back boxes. Kinetics Noise Control - IsoBacker Pad, SpecSeal - SSP Putty and Pads, 3M #MPP-4S or equal.
- B. Sound Barrier Insulation Pads: Mastic, non-hardening, sheet material, minimum 1/8" thickness applied to all five sides of back boxes. Kinetics Noise Control - SealTight Backer Pad, L.H. DOTTIE Co. #68 or equal.

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. 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.
- C. 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.
- D. 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.
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. Conduits, raceway, and boxes shall not be installed in concealed locations in metal deck roofing or less than 1.5" below bottom of roof decking.
4. Avoid moisture traps where possible. Where unavoidable, provide a junction box with drain fitting at conduit low point.
5. All conduits through walls shall be grouted or sealed into openings. Where conduit penetrates firewalls and floors, seal with a UL listed sealant. Seal penetrations with intumescent caulk, putty, or sheet installed per manufacturer's recommendations. All materials used to seal penetrations of firewalls and floors shall be tested and certified as a system per ASTM E814 Standard for fire tests or through-penetration fire stops as manufactured by 3M or approved equal.
6. 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.
7. 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.
8. Contractor shall provide a polypropylene pull cord with 2000 lbs. tensile strength in each empty conduit (indoor and outdoor), except in sleeves and nipples.
9. 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.

3.05 CONDUIT TERMINATIONS

- A. Where conduit bonding is indicated or required in the contract documents, the bushings shall be a grounding 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. Conduits with termination fittings shall be threaded for one (1) lock nut on the outside and one (1) lock nut and bushing on the inside of each box.
- 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. 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 studded 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.
- 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 for fastenings.

END OF SECTION

SECTION 26 0542
EQUIPMENT WIRING SYSTEMS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Electrical connections to equipment specified under other Sections or furnished by the Owner.

1.02 REFERENCES

- A. NEMA WD 1 - General Purpose Wiring Devices
- B. NEMA WD 6 - Wiring Device Configurations
- C. NFPA 70 - National Electrical Code (NEC)

PART 2 - PRODUCTS

2.01 CORDS AND CAPS

- A. Straight-blade Attachment Plug: NEMA WD 1.
- B. Locking-blade Attachment Plug: NEMA WD 5.
- C. Attachment Plug Configuration: Match receptacle configuration at outlet provided for equipment.
- D. Cord Construction: Oil-resistant thermoset insulated Type SO multi-conductor flexible cord with identified equipment grounding conductor, suitable for hard usage in damp locations.
- E. Cord Size: Suitable for connected load of equipment and rating of branch circuit over-current protection.

PART 3 - EXECUTION

3.01 INSPECTION

- A. Verify that equipment is ready for electrical connection, wiring, and energization.

3.02 PREPARATION

- A. Review equipment submittals prior to installation and electrical rough-in. Verify location, size, and type of connections. Coordinate details of equipment connections with supplier and installer.

3.03 INSTALLATION

- A. Use wire and cable with insulation suitable for temperatures encountered in heat-producing equipment.
- B. Make cord connections to equipment using flexible conduit. Use liquidtight flexible conduit in damp or wet locations.
- C. Install pre-finished cord set where connection with attachment plug is indicated or specified, or use attachment plug with suitable strain-relief clamps.
- D. Provide suitable strain-relief clamps for cord connections to outlet boxes and equipment connection boxes.
- E. Make wiring connections in control panel or in wiring compartment of pre-wired equipment in accordance with manufacturer's instructions. Provide interconnecting wiring where indicated.
- F. Install disconnect switches, controllers, control stations, and control devices such as limit switches and temperature switches as indicated. Connect with conduit and wiring as indicated.

END OF SECTION

SECTION 26 0553

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 26 0500 - 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. 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.
- B. Pretensioned Flexible Wraparound Colored Plastic Sleeves for Cable Identification: flexible acrylic bands sized to suit the cable diameter and arranged to stay in place by pre-tensioned gripping action when coiled around the cable.

- 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 -40°F to 185°F (-40°C to 85°C), 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. Aluminum, Wraparound Marker Bands: 1-inch width, 0.014 (5mm) inch thick aluminum bands with stamped or embossed legend and fitted with slots or ears for permanently securing around wire or cable jacket or around groups of conductors.
- F. Brass or Aluminum Tags: 2" (50mm) by 2" (50mm) by .05-inch metal tags with stamped legend, punched for fastener.
- G. 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. Safety Signs: Comply with 29 CFR, Chapter XVII, Part 1910.145.
- E. 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
 - 2. Fire Alarm: Red letters on white face

- B. Nameplates and Signs:
 - 1. NORMAL POWER: Black letters on white face
 - 2. Control Labels: Black letters on white face
- C. Raceways and Conduit:
 - 1. Provide color coded conduit as indicated below. Conduit shall be colored by the manufacturer:
 - a. Normal Power and General Distribution: Silver
 - b. Fire Alarm System: Red
- D. Box Covers:
 - 1. Box cover colors shall match conduit colors listed above.
- E. 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. Install identification devices in accordance with manufacturer's written instruction and requirements of Electrical Code.
- C. 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.
- D. 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.

- E. 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.
- F. 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.
- G. 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 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 color coded same as conduits. 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").

3.05 CONDUCTOR COLOR CODING

- A. Products:
 - 1. All wire and cables shall be color coded by the manufacturer.
- B. Color coding shall be applied at all panels, switches, junction boxes, pull boxes, vaults, manholes etc., where the wires and cables are visible and terminations are made. The same color coding shall be used throughout the entire electrical system, therefore maintaining proper phasing throughout the entire project.
- C. 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.
- D. 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.
- E. 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.
3. Cabling for Remote Control, Signal, and Power Limited Circuits:
 - a. Fire Alarm: Refer to Fire Alarm and Automatic Detection Section 28 3100 for cable color requirements.
 - b. Low Voltage Switching: Per manufacturer recommendations and code requirements.

END OF SECTION

SECTION 26 0933

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
 - 2. Sensors (occupancy, vacancy, daylighting, photocell, auxiliary power packs, etc.)

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 26 5119 LED Lighting
 - 2. Electrical Drawings: Electrical Coversheet, plans, luminaire schedules, lighting control sequence of operations, diagrams, and details.

1.03 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.

1.04 REFERENCES

- A. FCC Rules and Regulations, Part 15, Subpart J - Radio Frequency Interference
- B. FS W S 896 Switch, Toggle

- C. International Energy Conservation Code (IECC)
- D. NEMA WD 1 - General Color Requirements for Wiring Devices
- E. NEMA WD 7 - Occupancy Motion Sensors
- F. NFPA 70 - National Electrical Code (NEC)
- G. UL Standard 916 Energy Management Equipment
- H. UL 924 - Emergency Lighting and Power Equipment
- I. UL 20 - Standards for General-Use Snap Switches
- J. UL 98 - Enclosed and Dead-Front Switches
- K. UL 1472 - Solid-State Dimming Controls

1.05 SUBMITTALS

- A. Submit product data under provisions of Section 26 0500.
- B. Submit a comprehensive package including devices, hardware, product specification, finishes, dimensions, installation instructions, component replacement instructions, warranty, system software requirements.
- 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.

1.06 PROJECT RECORD DOCUMENTS

- A. Submit project record documents under provisions of Section 26 0500.
- B. Accurately record location of all controls and devices. Include description of switching sequences and circuiting arrangements.

1.07 OPERATION AND MAINTENANCE DATA

- A. Submit emergency, operation, and maintenance data under provisions of Section 26 0500. 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.

1.08 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.

1.09 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) 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 or z1, z2, z3) 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.

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/manufacturer 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 26 0553.
- 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-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. Incandescent Dimmer Single Pole, 120 volt, linear slider operator with positive off. Mounted in dedicated backbox.
 - 3. 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
- F. **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

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. **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)

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 RFI/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.

3.03 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.

3. The contractor and manufacturer shall provide on site representatives to provide final programming including preset, scene, switch labeling, and other programming adjustments based on owner and design team onsite observation and verbally requested adjustments as part of the based bid scope of work.
4. 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 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.
3. Verify occupancy/vacancy 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.

END OF SECTION

SECTION 26 2726

WIRING DEVICES

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Device plates and box covers
- B. Receptacles (REC-#)
- C. Floor boxes and floor box with service fitting (FB-#)
- D. Cord and plug sets

1.02 RELATED SECTIONS

- A. Section 26 0933 - 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. DSCC W-C-896F - General Specification for Electrical Power Connector
- B. FS W-C-596 - Electrical Power Connector, Plug, Receptacle, and Cable Outlet
- C. NEMA WD 1 - General Color Requirements for Wiring Devices
- D. NEMA WD 6 - Wiring Devices - Dimensional Requirements
- E. NFPA 70 - National Electrical Code (NEC)
- F. UL 498 - Standard for Attachment Plugs and Receptacles
- G. UL 943 - Standard for Ground Fault Circuit Interrupters

1.05 SUBMITTALS

- A. Submit product data under provisions of Section 26 0500.
- 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.

PART 2 - PRODUCTS

2.01 DEVICE COLOR

- A. All switch, receptacle, and outlet colors shall be white, unless indicated otherwise.

2.02 COVERPLATES

- A. All switches, receptacles, and outlets shall be complete with the following:
 - 1. Unbreakable thermoplastic/thermoset plastic and match device color coverplates in finished spaces where walls are finished.
 - 2. #302 stainless steel coverplates in unfinished spaces for flush 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 26 0553.
- 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. Standard Grade: 125-volt, 20 amp, 3-wire grounding type with impact resistant thermoplastic face and steel back strap.
 - a. Manufacturers:
 - 1) Hubbell 5352A
 - 2) Leviton, 5362-S
 - 3) Pass & Seymour 5362
 - 4) Cooper 5352

- 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. REC-QUAD-GFI: NEMA 5-20R Double Duplex GFI Receptacle:
 - 1. Consists of two duplex GFI receptacles, double gang box, plaster ring and faceplate.
 - a. Manufacturers:
 - 1) Refer to Duplex GFI Receptacle above.
- F. Back wired devices shall be complete with eight holes that are screw activated with metal clamps for connection to #12 or #10 copper conductors.
- G. Side wired devices shall have four binding screws that are undercut for positive wire retention.
- H. 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. FB-1: Floor Box Activation for Underfloor Duct System:
 - 1. Floor box activations for underfloor duct systems, provide complete with appropriate outlet cover plates and hardware.
 - 2. Gang / Outlet Descriptions:
 - a. Power furniture/equipment feed with flexible whip and 3/4-inch conduit.
 - b. Voice/Data furniture/equipment feed with flexible whip.

3. Manufacturers:
 - a. Match existing underfloor duct system manufacturer.

C. FB-2: Floor Box Activation for Underfloor Duct System:

1. Floor box activations for underfloor duct systems, provide complete with appropriate outlet cover plates and hardware.
2. Gang / Outlet Descriptions:
 - a. 125 Volt, 20 amp, NEMA 5-20R duplex receptacle.
3. Manufacturers:
 - a. Match existing underfloor duct system manufacturer.

2.05 CORD AND PLUG SETS

- A. Description: Match voltage and current ratings and number of conductors to requirements of equipment being connected.
1. Cord: Rubber-insulated, stranded copper conductors, with Type SOW-A jacket; with green insulated grounding conductor and equipment rating ampacity plus a minimum of 30 percent.
 2. Plug: Nylon body and integral cable-clamping jaws. Match cord and receptacle type for connection, FS/UL listed.

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
 2. Kitchens' all 120-volt through 250-volt receptacles
 3. Interior/Exterior locations subject to damp/wet conditions
 4. When located within 6 feet of sinks, bathtubs, and shower stalls
 5. Plug-and-cord receptacles when the utilization appliance is located within 6 feet of a sink edge.

- 6. Specific Appliances: Auto vacuum machines, water drink/bottle fill coolers, pressure staying 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 galvanized steel plates on outlet boxes and junction boxes in unfinished areas, above accessible ceilings, and on surface-mounted outlets.

- F. Install devices and wall plates flush and level.

- G. Install nameplate identification to receptacle cover plates indicated. Identification shall identify panel name and circuit number. Refer to Specification Section 26 0553 - Electrical Identification.

- H. Test receptacles for proper polarity, ground continuity and compliance with requirements.

END OF SECTION

SECTION 26 5119

LED LIGHTING

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Interior luminaires and accessories
- B. Light-emitting diode (LED) luminaire systems
- C. LED emergency lighting units

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
 - 2. Electrical drawings: Plans, luminaire schedules, lighting control sequence of operations, diagrams, and details.

1.03 REFERENCES

- A. ANSI C78.377 - Specifications for the Chromaticity of Solid State Lighting Products
- B. ANSI C82.16 - Light-Emitting Diode Drivers - Method of Measurement
- C. ANSI C82.77 - Standard for Harmonic Emission Limits and Related Power Quality Requirements for Lighting Equipment
- D. NFPA 70E - National Electrical Safety Code
- E. NEMA SSL1 - Electronic Drivers for LED Devices, Arrays or System
- F. UL 8750 - Light Emitting Diode (LED) Equipment for use in Lighting Products
- G. LM-79 - Approved Method: Electrical and Photometric Measurements of Solid-State Lighting Products
- H. LM-80 - Measuring Luminous Flux and Color Maintenance of LED

- I. FS W-L-305 - Light Set, General Illumination (Emergency or Auxiliary)
- J. UL 924 - Standard for Emergency Lighting and Power Equipment

1.04 SUBMITTALS

- A. Submit product data under provisions of Section 26 0500.
- 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.
 - 3. Include outline drawings, support points, weights, and accessory information for each luminaire.
 - 4. Submit manufacturer origin of LED chipset and driver.
- C. LED Lighting - Performance Testing Submittal (when requested by Architect/Engineer):
 - 1. IESNA LM-79: Include photometric report for the latest generation system being furnished. Provide name of independent testing laboratory, report number, date of test, luminaire series/model number, input wattage, and light source specifications.
 - 2. IESNA LM-80: Measuring Lumen Maintenance of LED Light Sources.
- D. 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 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site. Store and protect under provisions of Section 26 0500.
- 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.

1.06 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:
 - 1. Emergency Lighting Units: Three (3) year, non-prorated
 - 2. Emergency Unit Battery: Sealed lead acid or lead calcium cell, requiring no maintenance or replacement for ten (10) years under normal conditions.

PART 2 - PRODUCTS

2.01 INTERIOR LUMINAIRES AND ACCESSORIES - GENERAL

- A. 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.
- B. Luminaires: Louvers shall be anodized low iridescent specular aluminum with mitered corners and interlocking construction.
- C. Painted reflector surfaces shall have a minimum reflectance of 90%.

2.02 LIGHT EMITTING DIODE (LED) LUMINAIRE SYSTEMS

- A. Refer to the luminaire schedule for color temperature and minimum color rendering index CRI requirements. Provide light source color consistency by utilizing a binning tolerance within a maximum 3-step McAdam ellipse unless noted otherwise.
- B. LED chip arrays specified as color changing shall have chip colors as noted on the luminaire schedule.
- C. Rated life shall be minimum of 50,000 hours at L70.
- D. LED chips shall be wired so that failure of one chip does not prohibit operation of the remainder of the chip array.
- E. Luminaire delivered lumens is defined as the absolute lumens per the manufacturers LM-79-08 test report.
- F. LED luminaires shall be designed for ease of component replacement including modular replaceable boards or Zhaga sockets. Luminaires that are factory sealed and do not have field replaceable parts shall provide a 10-year warranty.
- G. LED light engine shall have a maximum LLD of 0.85 at 50,000 hours at 25°C ambient.
- H. LED Driver:
 - 1. Solid state driver with integral heat sink. Driver shall have over-heat, short-circuit and overload protection, power factor 0.90 or above and maximum total harmonic distortion of 20%. Driver shall have a voltage fluctuation tolerance of +/- 10%.
 - 2. Drivers shall have dimming capabilities as outlined in the luminaire schedule for each luminaire type. Dimming shall control light output in a continuous curve from 100% to 10% unless noted otherwise.
 - 3. Driver shall have a minimum of 50,000 hours rated life.

4. Driver shall be tested to ANSI C82-16 for input current inrush, total harmonic distortion (THD), and power factor. Driver start time shall be less than 0.5 seconds to 98% of initial light output. Flicker should be less than 30% throughout the operating range.
5. Driver shall be field replaceable without removal of the luminaire.
6. Class A sound rating; inaudible in a 27 dBA ambient.
7. Demonstrate no visible change in light output with a variation of plus or minus 10 percent change in line-voltage input.

2.03 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 limiting 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. Indicators: Provide lamps to indicate AC ON and RECHARGING.
- G. Provide test switch to transfer unit from normal supply to battery supply.
- H. Electrical Connection: Knockout for conduit connection.
- I. Unit Voltage: Refer to luminaire schedule volts, AC.

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 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.
 - D. 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.

3.03 EMERGENCY LIGHTING UNITS

- 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.

3.04 RELAMPING

- A. Replace failed LED light engine modules or arrays at completion of work.

3.05 ADJUSTING AND CLEANING

- A. Align luminaires and clean lenses and diffusers at completion of work. Clean paint splatters, dirt, and debris from installed luminaires.

3.06 LUMINAIRE SCHEDULE

- A. As shown on the drawings.

END OF SECTION

SECTION 28 3100

FIRE ALARM AND DETECTION SYSTEMS

PART 1 - GENERAL

1.01 SECTION INCLUDES

- A. Fire alarm and detection systems.

1.02 RELATED WORK

- A. Section 26 0553 - Electrical Identification: Refer to electrical identification for color and identification labeling requirements.

1.03 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.

1.04 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

1.05 SUBMITTALS

- A. Submit shop drawings and product data under provisions of Section 26 0500 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. 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. Provide installation and maintenance manuals under provisions of Section 26 0500.
- F. Submit manufacturer's certificate that system meets or exceeds specified requirements.
- G. Provide information on the system batteries as follows: total battery capacity, total capacity used by all devices on this project, total available future capacity.
- H. Submit photocopy proof of NICET certification of the person overseeing the preparation of drawings and installation/testing.
- I. 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.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site under provisions of Section 26 0500.
- B. Store and protect products under provisions of Section 26 0500.

1.07 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.

1.08 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 4100U 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. Alarm Reset: Key-accessible RESET function resets alarm system out of ALARM if alarm initiating circuits have cleared.
- H. Lamp Test: Manual LAMP TEST function causes alarm indication at each zone at fire alarm control panel and at annunciator panels.

- I. 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.

1.09 PROJECT RECORD DOCUMENTS

- A. Submit documents under the provisions of Section 26 0500.
- 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.
- D. Submit test results of sound pressure level (dBA) with the rooms tested designated on the floor plan. Notification devices shall have the tap wattage designated.

1.10 OPERATION AND MAINTENANCE DATA

- A. Submit data under provisions of Section 26 0500.
- 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.

1.11 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. Shared Pathway Designation Level 1: Physical segregation of life safety and non-life safety data is not required. Life safety data shall be the priority.

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 smoke detector shall connect directly to an SLC loop, unless listed as stand alone.
4. 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.
5. 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.

6. 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.
7. 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: White housing with red 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. Wall or ceiling mounted, refer to plans.
 3. Sound Rating: 85 dB at 10 feet. Sound levels for alarm signals shall not exceed 120 dBA in the occupied area.
 4. 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.
 5. 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 emergency 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 locations coordinated with the Architect/Engineer.
- E. Mounting: Surface.

2.06 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.

2. All system output programs assigned via control-by-event equations to be activated by the particular point in alarm shall be executed, and the associated system outputs (alarm notification appliances and/or relays) shall be activated.
- B. Audible Alarms Sequence:
1. Audible alarms throughout the building shall sound.
- C. Visual Alarms Sequence:
1. Visual alarms throughout the building shall flash.

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. 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/cablings 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 26 0513 for color and identification requirements.
4. Fire Alarm Power Branch Circuits: Building wiring as specified in Section 26 0513.
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. Signal line circuits connecting devices shall not span floors or 2-hour smoke compartments.
8. 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 26 0553.
2. Signaling Line Circuit: Overall red jacket with black and red conductors.
3. DC Power Supply Circuit: Overall red jacket with violet and brown conductors.
4. Notification Appliance Circuit: Overall red jacket with blue and white conductors.
5. Central Station Trip Circuit: Orange conductors.
6. Central Station Fire Alarm Loop: Black 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 26 0500.
- 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. Contractor shall test and adjust the fire alarm system as follows:
 - 1. Speaker taps shall be adjusted to the lowest tap setting which achieves a sound level higher than or equal to the greatest of the following:
 - a. 70dBA.
 - b. 15 dBA above ambient levels as indicated in NFPA 72 Table A.18.4.3.
 - c. 15 dBA above measured ambient. 5 dBA above the maximum measured sound level with duration of more than 60 seconds.
 - d. As specified on the drawings.
 - 2. Sound level measurement procedure shall meet the following requirements:
 - a. All measurements shall use the 'A' weighted, dBA, sound measurement scale.
 - b. All measurements shall be taken after furnishings, wall coverings and floor coverings are in place.
 - c. All measurements shall be taken after fixed equipment (HVAC units, etc.) producing ambient noise is installed and is in operation.
 - d. All sound level measurements shall be taken at a height of 5' above the finished floor level.
 - e. Measurements shall be taken in every unique room. If there are multiple rooms, which have the identical dimensions and function, 10%, or a minimum of two (2) rooms shall be tested. The results from the rooms tested shall be averaged and the remaining rooms may be adjusted per the average.
 - f. Measurements shall be taken on a 20' x 20' grid and the results for all points taken shall be averaged. If the room is smaller than 20' x 20' a minimum of two measurements are required.
 - g. Measurements shall be taken halfway between speakers or halfway between a speaker and the wall. No measurements shall be taken at the extreme edges of the room, nor directly under speakers.

3.04 MANUFACTURER'S FIELD SERVICES

- A. Provide manufacturer's field services under provisions of Section 26 0500.
- 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