



Allied Engineering

Structural Mechanical Electrical Commissioning

**SJC Suite HVAC Upgrades
Cumberland County Courthouse
Portland, ME**

Issued for Construction

AEI 20-018

April 16, 2020

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00 11 13
Notice to Contractors

SJC Suite HVAC Upgrades at The Cumberland County Courthouse

Expansion for the water cooled VRV system at the County Side of the Cumberland County Courthouse in Portland, Maine for added heat and air conditioning at the SJC Conference Room and SJC Justice Suite for the Supreme Judicial Court (SJC) at the second floor area.

The cost of the work is approximately \$ 200,000.00. The work to be performed under this contract shall be completed on or before the Final Completion date of *14 September 2020*.

1. Sealed Contractor bids, in envelopes plainly marked "Bid for *SJC HVAC Upgrades at The Cumberland County Courthouse*" and addressed to:
David Schoenherr
Bureau of Real Estate Management
111 Sewall Street, Cross State Office Building, 4th Floor
77 State House Station
Augusta, Maine 04333-0077
will be opened and read aloud at *the address shown above* at **2:00 p.m.** on **May 13, 2020**. Any bid submitted after the noted time will not be considered a valid bid and will remain unopened.
2. The bid shall be submitted on the Contractor Bid Form (section 00 41 13) provided in the Bid Documents. The Owner reserves the right to accept or reject any or all bids as may best serve the interest of the Owner.
3. Bid security *is required* on this project.
If noted above as required, the Bidder shall include a satisfactory Bid Bond (section 00 43 13) or a certified or cashier's check for 5% of the bid amount with the completed bid form submitted to the Owner. The Bid Bond form is available on the BREM website.
4. Performance and Payment Bonds *are required* on this project.
If noted above as required, the selected Contractor shall furnish a 100% contract Performance Bond (section 00 61 13.13) and a 100% contract Payment Bond (section 00 61 13.16) in the contract amount to cover the execution of the Work. Bond forms are available on the BREM website.
5. Filed Sub-bids *are not required* on this project.
6. There *are no* Pre-qualified General Contractors on this project.
If Pre-qualified General Contractors are identified for this project, the name of each company, with their city and state, are listed below.
7. An on-site pre-bid conference *will not* be conducted for this project.
If a pre-bid conference is scheduled, it is *mandatory* for General Contractors and optional for Subcontractors and suppliers. Contractors who arrive late or leave early for a mandatory meeting may be prohibited from participating in this meeting and bidding. *A mandatory pre-bid meeting will be conducted via Zoom Meeting on April 29, 2020 at 10:00 AM. All contractors planning to bid the project will be required to send an email to adavis@allied-eng.com indicating their interest in attending the zoom meeting. The email must be received before 5:00 PM on April 27, 2020. Each contractor will then receive a Zoom meeting invite for the mandatory meeting.*

00 11 13
Notice to Contractors

8. Property Insurance for this construction contract, described in the Insurance Requirements section of the General Conditions of the contract, shall be Renovation or addition insured by Contractor.
9. Bid Documents - full sets only - will be available on or about *April 16, 2020* and may be obtained *at a cost of \$60.00* from:
XPress Copy
17 Westfield Street
Portland, Maine 04102
207-775-2444
orders@xcopy.com
10. Bid Documents may be examined at:

<i>AGC Maine</i>	<i>Construction Summary</i>
<i>188 Whitten Road</i>	<i>734 Chestnut Street</i>
<i>Augusta, ME 04332</i>	<i>Manchester, NH 03104</i>
<i>Phone 207-622-4741 Fax 207-622-1625</i>	<i>Phone 603-627-8856 Fax 603-627-4524</i>

SECTION 001113 - ADVERTISEMENT FOR BIDS

- A. Notice to Bidders:
1. Sealed proposals, in envelopes plainly marked: **SJC HVAC Upgrades at The Cumberland County Courthouse** as shown on contract drawings.
 2. Owner's Representative: Ryan Bell, Facilities Engineer, Capital Judicial Center
- B. Project Description: Project consists of:
1. The project scope includes Expansion for the water cooled VRV system at the County Side of the Cumberland County Courthouse in Portland, Maine for added heat and air conditioning at the SJC Conference Room and SJC Justice Suite for the Supreme Judicial Court (SJC) at the second floor area, and all associated work as indicated in the Contract Documents.
- C. The Bureau of Real Estate Management, care of David Schoenherr will receive sealed lump sum bids until the bid time and date at the location given below.
1. Bid Date: May 13, 2020, at 2:00 PM, local time. Bids will be thereafter publicly opened and read aloud.
 2. Location: 111 Sewall Street, Cross State Office Building, 4th Floor, 77 State House Station, Augusta, Maine 04333-0077.
 3. Bids received after 2:00 PM will be returned unopened.
- D. Bid security shall be submitted with each bid in the amount of 5 (Five) percent of the bid amount. No bids may be withdrawn for a period of 30 thirty days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.
- E. Prebid Meeting: A mandatory pre-bid meeting will be conducted via Zoom Meeting on April 29, 2020 at 10:00 AM. All contractors planning to bid the project will be required to send an email to adavis@allied-eng.com indicating their interest in attending the mandatory zoom meeting. The email must be received before 5:00 PM on April 27, 2020. Each contractor will then receive a Zoom meeting invite for the mandatory meeting to be conducted on April 29, 2020 at 10:00 AM, local time.
- F. Complete Contract Documents may be obtained after April 16, 2020 at a cost of \$60.00 by contacting:
- XPress Copy
17 Westfield Street, Portland, Maine 04102
207-775-2444
orders@xcopy.com
- G. Only complete sets of documents will be issued.
- H. Successful bidder shall begin the Work on receipt of the Notice to Proceed and shall complete the Work within the Contract Time.
- I. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance required for the Work as specified in State of Maine Construction Contract Form 00 52 13.

SJC HVAC Upgrades
Cumberland County Courthouse

Issued for Construction
April 16, 2020

The Capital Judicial Center and The Bureau of Real Estate Management reserve the right to accept or reject any and all bids and, at their discretion, to wave all formalities.

00 21 13
Instructions to Bidders

1. Bidder Requirements

- 1.1 A bidder is a Contractor who is qualified, or has been specifically pre-qualified by the Bureau of Real Estate Management, to bid on the proposed project described in the Bid Documents.
- 1.2 Contractors and Subcontractors bidding on projects that utilize Filed Sub-bids shall follow the requirements outlined in these Bid Documents for such projects. See Section 00 22 13 for additional information.
- 1.3 Contractors and Subcontractors are not eligible to bid on the project when their access to project design documents prior to the bid period distribution of documents creates an unfair bidding advantage. Prohibited access includes consultation with the Owner or with design professionals engaged by the Owner regarding cost estimating, constructability review, or project scheduling. This prohibition to bid applies to open, competitive bidding or pre-qualified contractor bidding or Filed Sub-bidding. The Bureau may require additional information to determine if the activities of a Contractor constitute an unfair bidding advantage.
- 1.4 Each bidder is responsible for becoming thoroughly familiar with the Bid Documents prior to submitting a bid. The failure of a bidder to review evident site conditions, to attend available pre-bid conferences, or to receive, examine, or act on addenda to the Bid Documents shall not relieve that bidder from any obligation with respect to their bid or the execution of the work as a Contractor.
- 1.5 Prior to the award of the contract, General Contractor bidders or Filed Sub-bidders may be required to provide documented evidence to the Owner or the Bureau showing compliance with the provisions of this section, their business experience, financial capability, or performance on previous projects.
- 1.6 The selected General Contractor bidder will be required to provide proof of insurance before a contract can be executed.
- 1.7 Contracts developed from this bid shall not be assigned, sublet or transferred without the written consent of the Owner.
- 1.8 By submitting a bid the Contractor attests that it has not been declared ineligible to bid on State of Maine projects. The Director of the Bureau of Real Estate Management may disallow award of this contract to any Contractor if there is evidence that the Contractor or any of its Subcontractors, through their own fault, have been terminated, suspended for cause, debarred from bidding, agreed to refrain from bidding as part of a settlement, have defaulted on a contract, or had a contract completed by another party.
- 1.9 The Contractor attests that it is not presently indicted for or otherwise criminally or civilly charged by a Federal, State or local government entity with commission of any of the following offenses and has not within a three-year period preceding this bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction, or contract under a public transaction, violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

00 21 13
Instructions to Bidders

- 1.10 The Contractor shall not make any award or permit any award (subgrant or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs or State of Maine projects.
2. Authority of Owner
- 2.1 The Owner reserves the right to accept or reject any or all bids as may best serve the interest of the Owner.
- 2.2 Subject to the Owner's stated right to accept or reject any or all bids, the Contractor shall be selected on the basis of the lowest sum of an acceptable Base Bid plus any Alternate Bids the Owner elects to include. An acceptable bid is one from a responsive and responsible bidder.
3. Submitting Bids and Bid Requirements
- 3.1 Each bid shall be submitted on the forms provided in the Bid Documents.
- 3.2 Each bid shall be valid for a period of thirty calendar days following the Project bid opening date and time.
- 3.3 A bid that contains an escalation clause is considered invalid.
- 3.4 Bidders shall include a Bid Bond or other approved bid security with the bid form submitted to the Owner when the bid form indicates such bid security is required. The bond value shall be 5% of the bid amount. The form of bond is shown in section 00 43 13.
- 3.5 Bidders shall include the cost of Performance and Payment Bonds in the bid amount if the bid amount will result in a construction contract value over \$125,000, inclusive of alternate bids that may be awarded in the contract. Pursuant to 14 M.R.S.A., Section 871, Public Works Contractors' Surety Bond Law of 1971, subsection 3, the selected Contractor is required to provide these bonds before a contract can be executed. The form of bonds are shown in section 00 61 13.13 and 00 61 13.16.
- 3.6 Bidders may modify bids in writing prior to the bid closing time. Such written amendments shall not disclose the amount of the initial bid. If so disclosed, the entire bid is considered invalid.
- 3.7 Bidders shall acknowledge on the bid form all Addenda issued in a timely manner. The Consultant shall not issue Addenda affecting the content of the bid less than 72 hours prior to the bid closing time. Addenda shall be issued to all companies who are registered holders of Bid Documents.
- 3.8 A bid may be withdrawn without penalty if a written request by the bidder is presented to the Owner prior to the bid closing time. Such written withdrawal requests are subject to verification as required by the Bureau. After the bid closing time, such written withdrawal requests may be allowed in consideration of the bid bond or, without utilizing a bid bond, if the Contractor provides documented evidence to the satisfaction of the Bureau that factual errors had been made on the bid form.

00 21 13
Instructions to Bidders

- 3.9 In the event State of Maine Offices unexpectedly close on the published date of a public bid opening in the location of that bid opening, prior to the time of the scheduled deadline, the new deadline for the public bid opening will be the following business day at the originally scheduled hour of the day, at the original location. Official closings are posted on the State of Maine government website.
- 3.10 The Owner may require, in a Notice of Intent to Award letter to the apparent low bidder, a Schedule of Values, Project Schedule, and List of Subcontractors and Suppliers as a demonstration of capability of the Bidder and as a condition of award.
- 3.11 Projects which require a State of Maine wage determination will include that schedule as part of the Bid Documents. See section 00 73 46, if such rates are required.
- 3.12 Projects which require compliance with the Davis-Bacon Act are subject to the regulations contained the Code for Federal Regulations and the federal wage determination which is made a part of the Bid Documents. See section 00 73 46, if such rates are required.
- 3.13 The Owner is exempt from the payment of Maine State sales and use taxes as provided in 36 M.R.S. §1760 (1). The Contractor and Subcontractors shall not include taxes on exempt items in the construction contract.

00 41 13
Contractor Bid Form

SJC HVAC Upgrades at The Cumberland County Courthouse

To: *David Schoenherr*
Bureau of Real Estate Management
111 Sewall Street, Cross State Office Building, 4th Floor
77 State House Station
Augusta, Maine 04333-0077

The undersigned, or *Bidder*, having carefully examined the form of contract, general conditions, specifications and drawings dated *April 16, 2020*, prepared by *Allied Engineering, Inc* for *SJC HVAC Upgrades at The Cumberland County Courthouse*, as well as the premises and conditions relating to the work, proposes to furnish all labor, equipment and materials necessary for and reasonably incidental to the construction and completion of this project for the **Base Bid** amount of:

\$ _____ .00

1. Allowances *are not included* on this project.
<*Bid Administrator to select...*>
insert brief name of Allowance

\$ *tt*

2. Alternate Bids *are not included* on this project.
<*Bid Administrator to select...*>
Any dollar amount line below that is left blank by the Bidder shall be read as a bid of **\$0.00**.

1 *insert title of Alternate or "not used"* \$ _____ .00

2 *insert title of Alternate or "not used"* \$ _____ .00

3 *insert title of Alternate or "not used"* \$ _____ .00

4 *insert title of Alternate or "not used"* \$ _____ .00

5 *insert title of Alternate or "not used"* \$ _____ .00

00 41 13
Contractor Bid Form

3. The Bidder acknowledges receipt of the following addenda to the specifications and drawings:

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

Addendum No. _____ Dated: _____

4. Bid security *is required* on this project.

If noted above as required, the Bidder shall include a satisfactory Bid Bond (section 00 43 13) or a certified or cashier's check for 5% of the bid amount with this completed bid form submitted to the Owner.

5. Filed Sub-bids *are not required* on this project.

**00 41 13
Contractor Bid Form**

SJC HVAC Upgrades at The Cumberland County Courthouse

- 6. The Bidder agrees, if the Owner offers to award the contract, to provide any and all bonds and certificates of insurance, as well as Schedule of Values, Project Schedule, and List of Subcontractors and Suppliers if required by the Owner, and to sign the designated Construction Contract within twelve calendar days after the date of notification of such acceptance, except if the twelfth day falls on a State of Maine government holiday or other closure day, or a Saturday, or a Sunday, in which case the aforementioned documents must be received before 12:00 noon on the first available business day following the holiday, other closure day, Saturday, or Sunday.

As a guarantee thereof, the Bidder submits, together with this bid, a bid bond or other acceptable instrument as and if required by the Bid Documents.

- 7. This bid is hereby submitted by:

Signature: _____

Printed name and title: _____

Company name: _____

Mailing address: _____

City, state, zip code: _____

Phone number: _____

Email address: _____

State of incorporation, if a corporation: _____

List of all partners, if a partnership: _____

**00 43 13
Contractor Bid Bond**

Bond No.: insert bond number

We, the undersigned, insert company name of Contractor, select type of entity of insert name of municipality in the State of insert name of state as principal, and insert name of surety as Surety, are hereby held and firmly bound unto select title of obligee in the penal sum of five percent of the bid amount, for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns, signed this insert date, i.e.: 8th day of select month, select year, which is the same date as that of the first specified bid due date, or subsequent bid due date revised by addendum.

The condition of the above obligation is such that whereas the principal has submitted to the Owner, or State of Maine, to a certain bid, attached hereto and hereby made a part hereof, to enter into a contract in writing, for the construction of insert name of project as designated in the contract documents

Now therefore:

If said bid shall be rejected, or, in the alternate,

If said bid shall be accepted and the principal shall execute and deliver a contract in the form of contract attached hereto, properly completed in accordance with said bid, and shall furnish a bond for the faithful performance of said contract, and for the payment of all persons performing labor or furnishing material in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said bid, then this obligation shall be void.

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

The Surety, for value received hereby stipulates and agrees that the obligation of said Surety and its bonds shall be in no way impaired or affected by any extension of the time within which the Obligeo may accept such bid and said Surety does hereby waive notice of any such extension.

**00 43 13
Contractor Bid Bond**

In witness whereof, the principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set above.

Signed and sealed this insert date, i.e.: 8th day of select month, select year, which is the same date as that of the bid due date.

Contractor

(Signature)

insert name and title

insert company name

*insert address
insert city state zip code*

Surety

(Signature)

insert name and title

insert company name

*insert address
insert city state zip code*

If Contractor is a partnership, all partners shall execute the bond. A power of attorney document indicating that it still is in full force and effect shall be provided by the person executing this bond.

**State of Maine
CONSTRUCTION CONTRACT**

Large Construction Project

(Contract value \$50,000 or greater. Contract includes Project Manual, Specifications and Drawings)

Agreement entered into by and between the State of Maine through the **insert contracting entity name** hereinafter called the **Owner** and **insert Contractor company name** hereinafter called the **Contractor**.

BREM Project No.: **insert number assigned by BREM (not the PIP number)**

Other Project No.: _____

For the following Project: **title of project shown on documents** at **facility or campus name, municipality**, Maine.

The Specifications and the Drawings have been prepared by **firm name**, acting as Professional-of-Record and named in the documents as the Consultant Architect or Engineer.

The **Owner** and **Contractor** agree as follows:

ARTICLE 1 COMPENSATION AND PAYMENTS

1.1 The Owner shall pay the Contractor to furnish all labor, equipment, materials and incidentals necessary for the construction of the Work described in the Specifications and shown on the Drawings the Contract Amount as shown below.

Base Bid	<u>\$0.00</u>
<u><i>Alternate Bid number and name or "no Alternates"</i></u>	<u>\$0.00</u>
<u><i>Alternate Bid number and name or "no Alternates"</i></u>	<u>\$0.00</u>
<u><i>Alternate Bid number and name or "no Alternates"</i></u>	<u>\$0.00</u>
<u><i>Alternate Bid number and name or "no Alternates"</i></u>	<u>\$0.00</u>
<u><i>Alternate Bid number and name or "no Alternates"</i></u>	<u>\$0.00</u>
Total Contract Amount	<u>\$0.00</u>

1.2 The Contractor’s requisition shall contain sufficient detail and supporting information for the Owner to evaluate and support the payment requested.

1.2.1 Payments are due and payable twenty-five working days from the date of receipt of a Contractor requisition which is approved by the Owner.

1.2.2 Provisions for late payments will be governed by 5 M.R.S. Chapter 144, *Payment of Invoices Received from Business Concerns*, and interest shall be calculated at 1% per month.

ARTICLE 2 TIME OF COMPLETION

2.1 The Work of this Contract shall be completed on or before the Final Completion date of **31 December 2020**.

The following abbreviated definitions are for reference only, see Section 00 71 00 *Definitions* for actual definitions.
Substantial Completion: date of first beneficial use by the Owner.
Final Completion: the Contractor's final completion deadline.
Contract Expiration: the Owner's deadline for management of contract accounts.

ARTICLE 3 INELIGIBLE BIDDER

3.1 By signing this contract the Contractor attests that it has not been declared ineligible to bid on State of Maine projects. The Bureau of Real Estate Management may disallow award of this contract to any Contractor if there is evidence that the Contractor or any of its Subcontractors, through their own fault, have been terminated, suspended for cause, debarred from bidding, agreed to refrain from bidding as part of a settlement, have defaulted on a contract, or had a contract completed by another party.

3.2 By signing this contract the Contractor attests that it is not presently indicted for or otherwise criminally or civilly charged by a Federal, State or local government entity with commission of any of the following offenses and has not within a three-year period preceding this bid been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction, or contract under a public transaction, violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

3.3 The Contractor shall not make any award or permit any award (subgrant or contract) at any tier to any party which is debarred or suspended or is otherwise excluded from or ineligible for participation in Federal assistance programs or State of Maine projects.

ARTICLE 4 CONTRACTOR'S RESPONSIBILITIES

4.1 On this project, the Contractor *shall* furnish the Owner the appropriate contract bonds in the amount of 100% of the Contract Sum. Contract bonds are mandated if the Contract Sum exceeds \$125,000, or if bonds are specifically required by the Contract Documents.

4.2 Property Insurance for this construction contract, described in the Insurance Requirements section of the General Conditions of the contract, shall be ***Non-standard project insured by Contractor.***

4.3 The Contractor shall comply with all laws, codes and regulations applicable to the Work.

4.4 The Contractor shall acquire all permits and third-party approvals applicable to the Work not specifically identified as provided by the Owner. Costs for Contractor-provided permits and third-party approvals shall be included in the Contract Sum identified in Section 1.1 above.

4.5 The Contractor shall remain an independent agent for the duration of this Contract, shall not become an employee of the State of Maine, and shall assure that no State employee will be compensated by, or otherwise benefit from, this Contract.

4.6 The Contractor shall be responsible for any design cost, construction cost, or other cost incurred on the Project to the extent caused by the negligent acts, errors or omissions of the Contractor or their Subcontractors in the performance of Work under this Contract.

ARTICLE 5 OWNER'S RESPONSIBILITIES

5.1 The Owner shall provide full information about the objectives, schedule, constraints and existing conditions of the project. The Owner has established a budget with reasonable contingencies that meets the project requirements.

5.2 By signing this contract, the Owner attests that all State of Maine procurement requirements for this contract have been met, including the solicitation of competitive bids.

ARTICLE 6 INSTRUMENTS OF SERVICE

6.1 The Contractor's use of the drawings, specifications and other documents known as the Consultant's Instruments of Service is limited to the execution of the Contractor's scope of work of this project unless the Contractor receives the written consent of the Owner and Consultant for use elsewhere.

ARTICLE 7 MISCELLANEOUS PROVISIONS

7.1 This Contract shall be governed by the laws of the State of Maine.

7.2 The Owner and Contractor, respectively, bind themselves, their partners, successors, assigns and legal representatives to this Contract. Neither party to this Contract shall assign the Contract as a whole without written consent of the other party, which consent the Owner may withhold without cause.

7.3 Notwithstanding any other provision of this Agreement, if the Owner does not receive sufficient funds to fund this Agreement or funds are de-appropriated, or if the Owner does not receive legal authority from the Maine State Legislature or Maine Courts to expend funds intended for this Agreement, then the Owner is not obligated to make payment under this Agreement; provided, however, the Owner shall be obligated to pay for services satisfactorily performed prior to any such non-appropriation in accordance with the termination provisions of this agreement. The Owner shall timely notify the Consultant of any non-appropriation and the effective date of the non-appropriation.

ARTICLE 8 CONTRACT DOCUMENTS

8.1 The General Conditions of the contract, instructions to bidders, bid form, Special Provisions, the written specifications and the drawings, and any Addenda, together with this agreement, form the contract. Each element is as fully a part of the Contract as if hereto attached or herein repeated.

8.2 Specifications: **indicate date of issuance of project manual**

8.3 Drawings: **note each sheet number and title**

8.4 Addenda: **note each addenda number and date, or "none"**

BREM Project No.: _____

The Agreement is effective as of the date last executed by the parties.

OWNER

CONTRACTOR

(Signature) (Date)
name and title

(Signature) (Date)
name and title

name of contracting entity

name of contractor company

(Indicate names of the review and approval individuals appropriate to the approval authority.)

<i>select proper approval authority</i>	
Reviewed by:	Approved by:
_____ <i>(Signature) (Date)</i> <i>insert name</i>	_____ <i>(Signature) (Date)</i> <i>Joseph H. Ostwald</i>
<i>Project Manager/ Contract Administrator</i>	<i>Director, Planning, Design & Construction</i>

00 61 13.13
Contractor Performance Bond

Bond No.: insert bond number

We, the undersigned, insert company name of Contractor, select type of entity of insert name of municipality in the State of insert name of state as principal, and insert name of surety as Surety, are hereby held and firmly bound unto select title of obligee in the penal sum of the Contract Price \$ insert the Contract Price in numbers for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

The condition of the above obligation is such that if the principal shall promptly and faithfully perform the contract entered into this insert date, i.e.: 8th day of select month, select year, which is the same date as that of the notice of intent to award letter, or in the absence of such a letter, not later than the date the Owner signs the construction contract, for the construction of insert name of project as designated in the contract documents, then this obligation shall be null and void.

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

The Surety, for value received hereby stipulates and agrees that the obligation of said Surety and its bonds shall be in no way impaired or affected by any extension of the time which the Obligee may accept during the performance of the contract and said Surety does hereby waive notice of any such extension.

**00 61 13.13
Contractor Performance Bond**

In witness whereof, the principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set above.

Signed and sealed this *insert date, i.e.: 8th* day of *select month, select year*, which is the same date as that of the notice of intent to award letter, or in the absence of such a letter, not later than the date the Owner signs the construction contract.

Contractor

(Signature)

insert name and title

insert company name

insert address

insert city state zip code

Surety

(Signature)

insert name and title

insert company name

insert address

insert city state zip code

If Contractor is a partnership, all partners shall execute the bond. A power of attorney document indicating that it still is in full force and effect shall be provided by the person executing this bond.

00 61 13.16
Contractor Payment Bond

Bond No.: insert bond number

We, the undersigned, insert company name of Contractor, select type of entity of insert name of municipality in the State of insert name of state as principal, and insert name of surety as Surety, are hereby held and firmly bound unto select title of obligee in the penal sum of the Contract Price \$ insert the Contract Price in numbers for the use and benefit of claimants, defined as an entity having a contract with the principal or with a subcontractor of the principal for labor, materials, or both labor and materials, used or reasonably required for use in the performance of the contract, for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors and assigns.

The condition of the above obligation is such that if the principal shall promptly satisfy all claims and demands incurred for all labor and materials, used or required by the principal in connection with the work described in the contract entered into this insert date, i.e.: 8th day of select month, select year, which is the same date as that of the notice of intent to award letter, or in the absence of such a letter, not later than the date the Owner signs the construction contract, for the construction of insert name of project as designated in the contract documents, and shall fully reimburse the obligee for all outlay and expense with said obligee may incur in making good any default of said principal, then this obligation shall be null and void.

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

The Surety, for value received hereby stipulates and agrees that the obligation of said Surety and its bonds shall be in no way impaired or affected by any extension of the time which the Obligee may accept during the performance of the contract and said Surety does hereby waive notice of any such extension.

**00 61 13.16
Contractor Payment Bond**

In witness whereof, the principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers, the day and year first set above.

Signed and sealed this *insert date, i.e.: 8th* day of *select month, select year*, which is the same date as that of the notice of intent to award letter, or in the absence of such a letter, not later than the date the Owner signs the construction contract.

Contractor

(Signature)

insert name and title

insert company name

insert address

insert city state zip code

Surety

(Signature)

insert name and title

insert company name

insert address

insert city state zip code

If Contractor is a partnership, all partners shall execute the bond. A power of attorney document indicating that it still is in full force and effect shall be provided by the person executing this bond.

00 71 00
Definitions

1. Definitions

- 1.1 *Addendum*: A document issued by the Consultant that amends the Bid Documents. Addenda shall not be issued less than seventy-two hours prior to the specified bid opening time.
- 1.2 *Allowance*: A specified dollar amount for a particular scope of work or service included in the Work that is identified in the Bid Documents and included in each Bidder's Bid. The Contractor shall document expenditures for an Allowance during the Project. Any unused balance shall be credited to the Owner. The Contractor is responsible for notifying the Owner of anticipated expenses greater than the specified amount and the Owner is responsible for those additional expenses.
- 1.3 *Alternate Bid*: The Contractor's written offer of a specified dollar amount, submitted on the Bid Form, for the performance of a particular scope of work described in the Bid Documents. The Owner determines the low bidder based on the sum of the base Bid and any combination of Alternate Bids that the Owner selects.
- 1.4 *Architect*: A Consultant acting as, or supporting, the Professional-of-Record who is responsible for the design of the Project. Equivalent to "Consultant" in State of Maine contract forms.
- 1.5 *Architectural Supplemental Instruction (ASI)*: A written instruction from the Architect for the purpose of clarification of the Contract Documents. An ASI does not alter the Contract Price or Contract Time. ASIs may be responses to RFIs and shall be issued by the Architect in a timely manner to avoid any negative impact on the Schedule of Work.
- 1.6 *Bid*: The Contractor's written offer of a specified dollar amount or amounts, submitted on a form included in the Bid Documents, for the performance of the Work. A Bid may include bonds or other requirements. A base Bid is separate and distinct from Alternate Bids, being the only cost component necessary for the award of the contract, and representing the minimum amount of Work that is essential for the functioning of the Project.
- 1.7 *Bid Bond*: The security designated in the Bid Documents, furnished by Bidders as a guaranty of good faith to enter into a contract with the Owner, should a contract be awarded to that Bidder.
- 1.8 *Bidder*: Any business entity, individual or corporation that submits a bid for the performance of the work described in the Bid Documents, acting directly or through a duly authorized representative.
- 1.9 *Bid Documents*: The drawings, procurement and contracting requirements, general requirements, and the written specifications -including all addenda, that a bidder is required to reference in the submission of a bid.
- 1.10 *Bureau*: The State of Maine Bureau of Real Estate Management (formerly known as Bureau of General Services, or BGS) in the Department of Administrative and Financial Services.
- 1.11 *Calendar days*: Consecutive days, as occurring on a calendar, taking into account each day of the week, month, year, and any religious, national or local holidays. Calendar days are used for changes in Contract Time.
- 1.12 *Certificate of Substantial Completion*: A document developed by the Consultant that describes the final status of the Work and establishes the date that the Owner may use the facility for its intended

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Definitions

purpose. The Certificate of Substantial Completion may also include a provisional list of items - a "punch list" - remaining to be completed by the Contractor. The Certificate of Substantial Completion identifies the date from which the project warranty period commences.

- 1.13 *Certificate of Occupancy*: A document developed by a local jurisdiction such as the Code Enforcement Officer that grants permission to the Owner to occupy a building.
- 1.14 *Change Order (CO)*: A document that modifies the contract and establishes the basis of a specific adjustment to the Contract Price or the Contract Time, or both. Change Orders may address correction of omissions, errors, and document discrepancies, or additional requirements. Change Orders should include all labor, materials and incidentals required to complete the work described. A Change Order is not valid until signed by the Contractor, Owner and Consultant and approved by the Bureau.
- 1.15 *Change Order Proposal (COP) (see also Proposal)*: Contract change proposed by the Contractor regarding the contract amount, requirements, or time. The Contractor implements the work of a COP after it is accepted by all parties. Accepted COPs are incorporated into the contract by Change Order.
- 1.16 *Clerk of the Works*: The authorized representative of the Consultant on the job site. Clerk of the Works is sometimes called the Architect's representative.
- 1.17 *Construction Change Directive (CCD)*: A written order prepared by the Consultant and signed by the Owner and Consultant, directing a change in the Work prior to final agreement with the Contractor on adjustment, if any, in the Contract Price or Contract Time, or both.
- 1.18 *Contract*: A written agreement between the Owner and the successful bidder which obligates the Contractor to perform the work specified in the Contract Documents and obligates the Owner to compensate the Contractor at the mutually accepted sum, rates or prices.
- 1.19 *Contract Bonds (also known as Payment and Performance Bonds)*: The approved forms of security, furnished by the Contractor and their surety, which guarantee the faithful performance of all the terms of the contract and the payment of all bills for labor, materials and equipment by the Contractor.
- 1.20 *Contract Documents*: The drawings and written specifications (including all addenda), Standard General Conditions, and the contract (including all Change Orders subsequently incorporated in the documents).
- 1.21 *Contract Price*: The dollar amount of the construction contract, also called *Contract Sum*.
- 1.22 *Contract Time*: The designated duration of time to execute the Work of the contract, with a specific date for completion.
- 1.23 *Contractor*: Also called the "General Contractor" or "GC" the individual or entity undertaking the execution of the general contract work under the terms of the contract with the Owner, acting directly or through a duly authorized representative. The Contractor is responsible for the means, methods and materials utilized in the execution and completion of the Work.
- 1.24 *Consultant*: The Architect or Engineer acting as Professional-of-Record for the Project. The Consultant is responsible for the design of the Project.

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- 1.25 *Drawings*: The graphic and pictorial portion of the Contract Documents showing the design, location and dimensions of the Work, generally including plans, elevations, sections, details, schedules, and diagrams.
- 1.26 *Engineer*: A Consultant acting as, or supporting, the Professional-of-Record who is responsible for the design of the Project. Equivalent to “Consultant” in State of Maine contract forms.
- 1.27 *Filed Sub-bid*: The designated major Subcontractor's (or, in some cases, Contractor's) written offer of a specified dollar amount or amounts, submitted on a form included in the Bid Documents, for the performance of a particular portion of the Work. A Filed Sub-bid may include bonds or other requirements.
- 1.28 *Final Completion*: Project status establishing the date when the Work is fully completed in compliance with the Contract Documents, as certified by the Consultant. Final payment to the Contractor is due upon Final Completion of the Project.
- 1.29 *General Requirements*: The on-site overhead expense items the Contractor provides for the Project, typically including, but not limited to, building permits, construction supervision, Contract Bonds, insurance, field office, temporary utilities, rubbish removal, and site fencing. Overhead expenses of the Contractor's general operation are not included. Sometimes referred to as the Contractor's General Conditions.
- 1.30 *Owner*: The State agency which is represented by duly authorized individuals. The Owner is responsible for defining the scope of the Project and compensation to the Consultant and Contractor.
- 1.31 *Owner's Representative*: The individual or entity contracted by the Owner to be an advisor and information conduit regarding the Project.
- 1.32 *Overhead*: General and administrative expenses of the Contractor's principal and branch offices, including payroll costs and other compensation of Contractor employees, deductibles paid on any insurance policy, charges against the Contractor for delinquent payments, and costs related to the correction of defective work, and the Contractor's capital expenses, including interest on capital used for the work.
- 1.33 *Performance and Payment Bonds (also known as Contract Bonds)*: The approved forms of security, furnished by the Contractor and their surety, which guarantee the faithful performance of all the terms of the contract and the payment of all bills for labor, materials and equipment by the Contractor.
- 1.34 *Post-Bid Addendum*: Document issued by the Consultant that defines a potential Change Order prior to signing of the construction contract. The Post-Bid Addendum allows the Owner to negotiate contract changes with the Bidder submitting the lowest valid bid, only if the negotiated changes to the Bid Documents result in no change or no increase in the bid price.

A Post-Bid Addendum may also be issued after a competitive construction Bid opening to those Bidders who submitted a Bid initially, for the purpose of rebidding the Project work without re-advertising.

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Definitions

- 1.35 *Project*: The construction project proposed by the Owner to be constructed according to the Contract Documents. The Project, a public improvement, may be tied logistically to other public improvements and other activities conducted by the Owner or other contractors.
- 1.36 *Proposal (see also Change Order Proposal)*: The Contractor's written offer submitted to the Owner for consideration containing a specified dollar amount or rate, for a specific scope of work, and including a schedule impact, if any. A proposal shall include all costs for overhead and profit. The Contractor implements the work of a Proposal after it is accepted by all parties. Accepted Proposals are incorporated into the contract by Change Order.
- 1.37 *Proposal Request (PR)*: An Owner's written request to the Contractor for a Change Order Proposal.
- 1.38 *Punch List*: A document that identifies the items of work remaining to be done by the Contractor at the Close Out of a Project. The Punch List is created as a result of a final inspection of the work only after the Contractor attests that all of the Work is in its complete and permanent status.
- 1.39 *Request For Information (RFI)*: A Contractor's written request to the Consultant for clarification, definition or description of the Work. RFIs shall be presented by the Contractor in a timely manner to avoid any negative impact on the Schedule of Work.
- 1.40 *Request For Proposal (RFP)*: An Owner's written request to the Contractor for a Change Order Proposal.
- 1.41 *Requisition for Payment*: The document in which the Contractor certifies that the Work described is, to the best of the Contractor's knowledge, information and belief, complete and that all previous payments have been paid by the Contractor to Subcontractors and suppliers, and that the current requested payment is now due. See *Schedule of Values*.
- 1.42 *Retainage*: The amount, calculated at five percent (5%) of the contract value or a scheduled value, that the Owner shall withhold from the Contractor until the work or portion of work is declared substantially complete or otherwise accepted by the Owner. The Owner may, if requested, reduce the amount withheld if the Owner deems it desirable and prudent to do so. (See Title 5 M.R.S.A., Section 1746.)
- 1.43 *Sample*: A physical example provided by the Contractor which illustrates materials, equipment or workmanship and establishes standards by which the Work will be judged.
- 1.44 *Schedule of the Work*: The document prepared by the Contractor and approved by the Owner that specifies the dates on which the Contractor plans to begin and complete various parts of the Work, including dates on which information and approvals are required from the Owner.
- 1.45 *Schedule of Values*: The document prepared by the Contractor and approved by the Owner before the commencement of the Work that specifies the dollar values of discrete portions of the Work equal in sum to the contract amount. The Schedule of Values is used to document progress payments of the Work in regular (usually monthly) requisitions for payment. See *Requisition for Payment*.
- 1.46 *Shop Drawings*: The drawings, diagrams, schedules and other data specially prepared for the Work by the Contractor or a Subcontractor, manufacturer, supplier or distributor to illustrate some portion of the Work.

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- 1.47 *Specifications*: The portion of the Contract Documents consisting of the written requirements of the Work for materials, equipment, systems, standards, workmanship, and performance of related services.
- 1.48 *Subcontractor*: An individual or entity undertaking the execution of any part of the Work by virtue of a written agreement with the Contractor or any other Subcontractor. Also, an individual or entity retained by the Contractor or any other Subcontractor as an independent contractor to provide the labor, materials, equipment or services necessary to complete a specific portion of the Work.
- 1.49 *Substantial Completion*: Project status indicating when the Work or a designated portion of the Work is sufficiently complete in compliance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended purpose without unscheduled disruption. Substantial Completion is documented by the date of the Certificate of Substantial Completion signed by the Owner and the Contractor.
- 1.50 *Superintendent*: The representative of the Contractor on the job site, authorized by the Contractor to receive and fulfill instructions from the Consultant.
- 1.51 *Surety*: The individual or entity that is legally bound with the Contractor and Subcontractor to insure the faithful performance of the contract and for the payment of the bills for labor, materials and equipment by the Contractor and Subcontractors.
- 1.52 *Work*: The construction and services, whether completed or partially completed, including all labor, materials, equipment and services provided or to be provided by the Contractor and Subcontractors to fulfill the requirements of the Project as described in the Contract Documents.

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General Conditions

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General Conditions

1. Preconstruction Conference

- 1.1 The Contractor shall, upon acceptance of a contract and prior to commencing work, schedule a preconstruction conference with the Owner and Consultant. The purpose of this conference is as follows.
 - 1.1.1 Introduce all parties who have a significant role in the Project, including:
 - Owner (State agency or other contracting entity)
 - Owner's Representative
 - Consultant (Architect or Engineer)
 - Subconsultants
 - Clerk-of-the-works
 - Contractor (GC)
 - Superintendent
 - Subcontractors
 - Other State agencies
 - Construction testing company
 - Commissioning agent
 - Special Inspections agent
 - Bureau of Real Estate Management (BREM);
 - 1.1.2 Review the responsibilities of each party;
 - 1.1.3 Review any previously-identified special provisions of the Project;
 - 1.1.4 Review the Schedule of the Work calendar submitted by the Contractor to be approved by the Owner and Consultant;
 - 1.1.5 Review the Schedule of Values form submitted by the Contractor to be approved by the Owner and Consultant;
 - 1.1.6 Establish routines for Shop Drawing approval, contract changes, requisitions, et cetera;
 - 1.1.7 discuss jobsite issues;
 - 1.1.8 Discuss Project close-out procedures;
 - 1.1.9 Provide an opportunity for clarification of Contract Documents before work begins; and
 - 1.1.10 Schedule regular meetings at appropriate intervals for the review of the progress of the Work.

2. Intent and Correlation of Contract Documents

- 2.1 The intent of the Contract Documents is to describe the complete Project. The Contract Documents consist of various components; each component complements the others. What is shown as a requirement by any one component shall be inferred as a requirement on all corresponding components.
- 2.2 The Contractor shall furnish all labor, equipment and materials, tools, transportation, insurance, services, supplies, operations and methods necessary for, and reasonably incidental to, the construction and completion of the Project. Any work that deviates from the Contract Documents which appears to be required by the exigencies of construction or by inconsistencies in the Contract Documents, will be determined by the Consultant and authorized in writing by the Consultant, Owner and the Bureau prior to execution. The Contractor shall be responsible for requesting clarifying information where the intent of the Contract Documents is uncertain.
- 2.3 The Contractor shall not utilize any apparent error or omission in the Contract Documents to the disadvantage of the Owner. The Contractor shall promptly notify the Consultant in writing of such errors or omissions. The Consultant shall make any corrections or clarifications necessary in such a situation to document the true intent of the Contract Documents.

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General Conditions

3. Additional Drawings and Specifications

- 3.1 Upon the written request of the Contractor, the Owner shall provide, at no expense to the Contractor, up to five sets of printed Drawings and Specifications for the execution of the Work.
- 3.2 The Consultant shall promptly furnish to the Contractor revised Drawings and Specifications, for the area of the documents where those revisions apply, when corrections or clarifications are made by the Consultant. All such information shall be consistent with, and reasonably inferred from, the Contract Documents. The Contractor shall do no work without the proper Drawings and Specifications.

4. Ownership of Contract Documents

- 4.1 The designs represented on the Contract Documents are the property of the Consultant. The Drawings and Specifications shall not be used on other work without consent of the Consultant.

5. Permits, Laws, and Regulations

- 5.1 The Owner is responsible for obtaining any zoning approvals or other similar local project approvals necessary to complete the Work, unless otherwise specified in the Contract Documents.
- 5.2 The Owner is responsible for obtaining Maine Department of Environmental Protection, Maine Department of Transportation, or other similar state government project approvals necessary to complete the Work, unless otherwise indicated in the Contract Documents.
- 5.3 The Owner is responsible for obtaining any federal agency project approvals necessary to complete the Work, unless otherwise indicated in the Contract Documents.
- 5.4 The Owner is responsible for obtaining all easements for permanent structures or permanent changes in existing facilities.
- 5.5 The Contractor is responsible for obtaining and paying for all permits and licenses necessary for the implementation of the Work. The Contractor shall notify the Owner of any delays, variance or restrictions that may result from the issuing of permits and licenses.
- 5.6 The Contractor shall comply with all ordinances, laws, rules and regulations and make all required notices bearing on the implementation of the Work. In the event the Contractor observes disagreement between the Drawings and Specifications and any ordinances, laws, rules and regulations, the Contractor shall promptly notify the Consultant in writing. Any necessary changes shall be made as provided in the contract for changes in the work. The Contractor shall not perform any work knowing it to be contrary to such ordinances, laws, rules and regulations.
- 5.7 The Contractor shall comply with local, state and federal regulations regarding construction safety and all other aspects of the Work.
- 5.8 The Contractor shall comply with the Maine Code of Fair Practices and Affirmative Action, 5 M.R.S. §784 (2).

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General Conditions

6. Taxes

- 6.1 The Owner is exempt from the payment of Maine State sales and use taxes as provided in 36 M.R.S. §1760 (1). The Contractor and Subcontractors shall not include taxes on exempt items in the construction contract.
- 6.2 Section 1760 further provides in subsection 61 that sales to a construction contractor or its subcontractor of tangible personal property that is to be physically incorporated in, and become a permanent part of, real property for sale to or owned by the Owner, are exempt from Maine State sales and use taxes. Tangible personal property is defined in 36 M.R.S. §1752 (17).
- 6.3 The Contractor may contact Maine Revenue Services, 24 State House Station, Augusta, Maine 04333 for guidance on tax exempt regulations authorized by 36 M.R.S. §1760 and detailed in Rule 302 (18-125 CMR 302).

7. Labor and Wages

- 7.1 The Contractor shall conform to the labor laws of the State of Maine, and all other laws, ordinances, and legal requirements affecting the work in Maine.
- 7.2 The Consultant shall include a wage determination document prepared by the Maine Department of Labor in the Contract Documents for state-funded contracts in excess of \$50,000. The document shows the minimum wages required to be paid to each category of labor employed on the project.
- 7.3 On projects requiring a Maine wage determination, the Contractor shall submit monthly payroll records to the Owner ("the contracting agency") showing the name and occupation of all workers and all independent contractors employed on the project. The monthly submission must also include the Contractor's company name, the title of the project, hours worked, hourly rate or other method of remuneration, and the actual wages or other compensation paid to each person.
- 7.4 The Contractor shall not reveal, in the payroll records submitted to the Owner, personal information regarding workers and independent contractors, other than the information described above. Such information shall not include Social Security number, employee identification number, or employee address or phone number, for example.
- 7.5 The Contractor shall conform to Maine statute (39-A M.R.S. §105-A (6)) by providing to the Workers' Compensation Board a list of all subcontractors and independent contractors on the job site and a record of the entity to whom that subcontractor or independent contractor is directly contracted and by whom that subcontractor or independent contractor is insured for workers' compensation purposes.
- 7.6 The Contractor shall enforce strict discipline and good order among their employees at all times, and shall not employ any person unfit or unskilled to do the work assigned to them.
- 7.7 The Contractor shall promptly pay all employees when their compensation is due, shall promptly pay all others who have billed and are due for materials, supplies and services used in the Work, and shall promptly pay all others who have billed and are due for insurance, workers compensation coverage, federal and state unemployment compensation, and Social Security

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General Conditions

charges pertaining to this Project. Before final payments are made, the Contractor shall furnish to the Owner affidavits that all such payments described above have been made.

- 7.8 The Contractor may contact the Maine Department of Labor, 54 State House Station, Augusta, Maine 04333 for guidance on labor issues.
- 7.9 The Contractor may contact the Maine Workers' Compensation Board, 27 State House Station, Augusta, Maine 04333 for guidance on workers' compensation issues.

8. Indemnification

- 8.1 The Contractor shall indemnify and hold harmless the Owner and its officers and employees from and against any and all damages, liabilities, and costs, including reasonable attorney's fees, and defense costs, for any and all injuries to persons or property, including claims for violation of intellectual property rights, to the extent caused by the negligent acts or omissions of the Contractor, its employees, agents, officers or subcontractors in the performance of work under this Agreement. The Contractor shall not be liable for claims to the extent caused by the negligent acts or omissions of the Owner or for actions taken in reasonable reliance on written instructions of the Owner.
- 8.2 The Contractor shall notify the Owner promptly of all claims arising out of the performance of work under this Agreement by the Contractor, its employees or agents, officers or subcontractors.
- 8.3 This indemnity provision shall survive the termination of the Agreement, completion of the project or the expiration of the term of the Agreement.

9. Insurance Requirements

- 9.1 The Contractor shall provide, with each original of the signed Contract, an insurance certificate or certificates acceptable to the Owner and BREM. The Contractor shall submit insurance certificates to the Owner and BREM at the commencement of this Contract and at policy renewal or revision dates. The certificates shall identify the project name and BREM project number, and shall name the Owner as certificate holder and as additional insured for general liability and automobile liability coverages. The submitted forms shall contain a provision that coverage afforded under the insurance policies will not be canceled or materially changed unless at least ten days prior written notice by registered letter has been given to the Owner and BREM.
- 9.2 The Owner does not warrant or represent that the insurance required herein constitutes an insurance portfolio which adequately addresses all risks faced by the Contractor or its Subcontractors. The Contractor is responsible for the existence, extent and adequacy of insurance prior to commencement of work. The Contractor shall not allow any Subcontractor to commence work until all similar insurance required of the Subcontractor has been confirmed by the Contractor.
- 9.3 The Contractor shall procure and maintain primary insurance for the duration of the Project and, if written on a Claims-Made basis, shall also procure and maintain Extended Reporting Period (ERP) insurance for the period of time that any claims could be brought. The Contractor shall ensure that all Subcontractors they engage or employ will procure and maintain similar insurance

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in form and amount acceptable to the Owner and BREM. At a minimum, the insurance shall be of the types and limits set forth herein protecting the Contractor from claims which may result from the Contractor’s execution of the Work, whether such execution be by the Contractor or by those employed by the Contractor or by those for whose acts they may be liable. All required insurance coverages shall be placed with carriers authorized to conduct business in the State of Maine by the Maine Bureau of Insurance.

9.3.1 The Contractor shall have Workers’ Compensation insurance for all employees on the Project site in accordance with the requirements of the Workers’ Compensation law of the State of Maine. Minimum acceptable limits for Employer’s Liability are:

Bodily Injury by Accident.....	\$500,000
Bodily Injury by Disease.....	\$500,000 Each Employee
Bodily Injury by Disease.....	\$500,000 Policy Limit

9.3.2 The Contractor shall have Commercial General Liability insurance providing coverage for bodily injury and property damage liability for all hazards of the Project including premise and operations, products and completed operations, contractual, and personal injury liabilities. The policy shall include collapse and underground coverage as well as explosion coverage if explosion hazards exist. Aggregate limits shall apply on a location or project basis. Minimum acceptable limits are:

General aggregate limit.....	\$2,000,000
Products and completed operations aggregate	\$1,000,000
Each occurrence limit.....	\$1,000,000
Personal injury aggregate.....	\$1,000,000

9.3.3 The Contractor shall have Automobile Liability insurance against claims for bodily injury, death or property damage resulting from the maintenance, ownership or use of all owned, non-owned and hired automobiles, trucks and trailers. Minimum acceptable limit is:

Any one accident or loss	\$500,000
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9.3.4 The Contractor shall have Owner’s Protective Liability insurance for contract values \$50,000 and above, naming the Owner as the Named Insured. Minimum acceptable limits are:

General aggregate limit.....	\$2,000,000
Each occurrence limit.....	\$1,000,000

9.4 The Owner has determined the appropriate coverage for this particular project, verified the coverage with the State of Maine Division of Risk Management, and selected the proper option on the contract form. Property Insurance for this construction contract shall one of the options described below.

9.4.1 Non-standard project insured by the Contractor –
Projects of this type include, but are not limited to, site improvements such as parking lots, boat launches, utility runs, and free-standing mechanical or electrical equipment, and do not necessarily include buildings. The Contractor shall procure and maintain an appropriate level of property insurance naming the Owner, Contractor and any Subcontractors as insureds as their interest may appear. Covered cause of loss form shall be all Risks of Direct Physical Loss, endorsed to include flood, earthquake, transit and sprinkler leakage where sprinkler coverage is applicable. Unless specifically authorized in writing by the Owner, the limit of insurance shall not be less than the initial contract amount and coverage shall apply during the entire contract period until the Certificate of Substantial Completion is accepted by the Owner.

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General Conditions

- 9.4.2 New construction insured by the Contractor –
The Contractor shall procure and maintain Builder's Risk insurance naming the Owner, Contractor and any Subcontractors as insureds as their interest may appear. Covered cause of loss form shall be all Risks of Direct Physical Loss, endorsed to include flood, earthquake, transit and sprinkler leakage where sprinkler coverage is applicable. Unless specifically authorized in writing by the Owner, the limit of insurance shall not be less than the initial contract amount and coverage shall apply during the entire contract period until the Certificate of Substantial Completion is accepted by the Owner.
- 9.4.3 Renovations and additions to existing State-owned buildings insured by the Owner (State of Maine Division of Risk Management) –
Builder's Risk insurance will be provided by the State of Maine in accordance with the terms and conditions of the State's property policy. The Owner shall notify Maine Division of Risk Management concerning the project, including the nature and value of the work, planned start and completion date, and the name of the General Contractor. Said insurance coverage shall cover the interests of the Contractor and Subcontractor, as their interests may appear. Exclusions common to commercial property policies may be applicable. A Builder's Risk certificate of insurance will be furnished to the Contractor upon request.
- The \$500 per occurrence deductible is the responsibility of the Contractor. Should the Contractor or Subcontractor desire coverage in excess of that maintained by the State, it must be acquired by the Contractor and at Contractor expense.
- 9.4.4 Renovations and additions to existing buildings not insured by the Owner (State of Maine Division of Risk Management) –
The Contractor shall procure and maintain Builder's Risk insurance naming the Owner, Contractor and all Subcontractors as insureds as their interests may appear. The covered cause of loss form shall be Risks of Direct Physical Loss, endorsed to include flood, earthquake, testing and ensuing loss and shall include coverage for materials in transit and materials stored off site. Coverage shall be on a replacement cost and a completed value basis. Unless specifically authorized by the Owner, the limit of insurance shall not be less than the contract amount and coverage shall apply during the entire contract period until the Certificate of Substantial Completion is accepted by the Owner.

10. Contract Bonds

- 10.1 When noted as required in the Bid Documents, the Contractor shall provide to the Owner a Performance Bond and a Payment Bond, or "contract bonds", upon execution of the contract. Each bond value shall be for the full amount of the contract and issued by a surety company authorized to do business in the State of Maine as approved by the Owner. The bonds shall be executed on the forms furnished in the Bid Documents. The bonds shall allow for any subsequent additions or deductions of the contract.
- 10.2 The contract bonds shall continue in effect for one year after final acceptance of the contract to protect the Owner's interest in connection with the one year guarantee of workmanship and materials and to assure settlement of claims for the payment of all bills for labor, materials and equipment by the Contractor.

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11. Patents and Royalties

- 11.1 The Contractor shall, for all time, secure for the Owner the free and undisputed right to the use of any patented articles or methods used in the Work. The expense of defending any suits for infringement or alleged infringement of such patents shall be borne by the Contractor. Awards made regarding patent suits shall be paid by the Contractor. The Contractor shall hold the Owner harmless regarding patent suits that may arise due to installations made by the Contractor, and to any awards made as a result of such suits.
- 11.2 Any royalty payments related to the work done by the Contractor for the Project shall be borne by the Contractor. The Contractor shall hold the Owner harmless regarding any royalty payments that may arise due to installations made by the Contractor.

12. Surveys, Layout of Work

- 12.1 The Owner shall furnish all property surveys unless otherwise specified.
- 12.2 The Contractor is responsible for correctly staking out the Work on the site. The Contractor shall employ a competent surveyor to position all construction on the site. The surveyor shall run the axis lines, establish correct datum points and check each line and point on the site to insure their accuracy. All such lines and points shall be carefully preserved throughout the construction.
- 12.3 The Contractor shall lay out all work from dimensions given on the Drawings. The Contractor shall take measurements and verify dimensions of any existing work that affects the Work or to which the Work is to be fitted. The Contractor is solely responsible for the accuracy of all measurements. The Contractor shall verify all grades, lines, levels, elevations and dimensions shown on the Drawings and report any errors or inconsistencies to the Consultant prior to commencing work.

13. Record of Documents

- 13.1 The Contractor shall maintain one complete set of Contract Documents on the jobsite, in good order and current status, for access by the Owner and Consultant.
- 13.2 The Contractor shall maintain, continuously updated, complete records of Requests for Information, Architectural Supplemental Instructions (or equivalent), Information Bulletins, supplemental sketches, Change Order Proposals, Change Orders, Shop Drawings, testing reports, et cetera, for access by the Owner and Consultant.

14. Allowances

- 14.1 The Contract Price shall include all allowances described in the Contract Documents. The Contractor shall include all overhead and profit necessary to implement each allowance in their Contract Price.
- 14.2 The Contractor shall not be required to employ parties for allowance work against whom the Contractor has a reasonable objection. In such a case, the Contractor shall notify the Owner in writing of their position and shall propose an alternative party to complete the work of the allowance.

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15. Shop Drawings

- 15.1 The Contractor shall administer Shop Drawings prepared by the Contractor, Subcontractors, suppliers or others to conform to the approved Schedule of the Work. The Contractor shall verify all field measurements, check and authorize all Shop Drawings and schedules required by the Work. The Contractor is the responsible party and contact for the Contractor's work as well as that of Subcontractors, suppliers or others who provide Shop Drawings.
- 15.2 The Consultant shall review and acknowledge Shop Drawings, with reasonable promptness, for general conformity with the design concept of the project and compliance with the information provided in the Contract Documents.
- 15.3 The Contractor shall provide monthly updated logs containing: requests for information, information bulletins, supplemental instructions, supplemental sketches, change order proposals, change orders, submittals, testing and deficiencies.
- 15.4 The Contractor shall make any corrections required by the Consultant, and shall submit a quantity of corrected copies as may be needed. The acceptance of Shop Drawings or schedules by the Consultant shall not relieve the Contractor from responsibility for deviations from Drawings and Specifications, unless the Contractor has called such deviations to the attention of the Consultant at the time of submission and secured the Consultant's written approval. The acceptance of Shop Drawings or schedules by the Consultant does not relieve the Contractor from responsibility for errors in Shop Drawings or schedules.

16. Samples

- 16.1 The Contractor shall furnish for approval, with reasonable promptness, all samples as directed by the Consultant. The Consultant shall review and approve such samples, with reasonable promptness, for general conformity with the design concept of the project and compliance with the information provided in the Contract Documents. The subsequent work shall be in accord with the approved samples.

17. Substitutions

- 17.1 The Contractor shall furnish items and materials described in the Contract Documents. If the item or material specified describes a proprietary product, or uses the name of a manufacturer, the term "or approved equal" shall be implied, if it is not included in the text. The specific item or material specified establishes a minimum standard for the general design, level of quality, type, function, durability, efficiency, reliability, compatibility, warranty coverage, installation factors and required maintenance. The Drawing or written Specification shall not be construed to exclude other manufacturers products of comparable design, quality, and efficiency.
- 17.2 The Contractor may submit detailed information about a proposed substitution to the Consultant for consideration. Particular models of items and particular materials which the Contractor asserts to be equal to the items and materials identified in the Contract Documents shall be allowed only with written approval by the Consultant. The request for substitution shall include a cost comparison and a reason or reasons for the substitution.
- 17.3 The Consultant may request additional information about the proposed substitution. The approval or rejection of a proposed substitution may be based on timeliness of the request, source

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of the information, the considerations of minimum standards described above, or other considerations. The Consultant should briefly state the rationale for the decision. The decision shall be considered final.

- 17.4 The duration of a substitution review process can not be the basis for a claim for delay in the Schedule of the Work.

18. Assignment of Contract

- 18.1 The Contractor shall not assign or sublet the contract as a whole without the written consent of the Owner. The Contractor shall not assign any money due to the Contractor without the written consent of the Owner.

19. Separate Contracts

- 19.1 The Owner reserves the right to create other contracts in connection with this Project using similar General Conditions. The Contractor shall allow the Owner's other contractors reasonable opportunity for the delivery and storage of materials and the execution of their work. The Contractor shall coordinate and properly connect the Work of all contractors.
- 19.2 The Contractor shall promptly report to the Consultant and Owner any apparent deficiencies in work of the Owner's other contractors that impacts the proper execution or results of the Contractor. The Contractor's failure to observe or report any deficiencies constitutes an acceptance of the Owner's other contractors work as suitable for the interface of the Contractor's work, except for latent deficiencies in the Owner's other contractors work.
- 19.3 Similarly, the Contractor shall promptly report to the Consultant and Owner any apparent deficiencies in their own work that would impact the proper execution or results of the Owner's other contractors.
- 19.4 The Contractor shall report to the Consultant and Owner any conflicts or claims for damages with the Owner's other contractors and settle such conflicts or claims for damages by mutual agreement or arbitration, if necessary, at no expense to the Owner.
- 19.5 In the event the Owner's other contractors sue the Owner regarding any damage alleged to have been caused by the Contractor, the Owner shall notify the Contractor, who shall defend such proceedings at the Contractor's expense. The Contractor shall pay or satisfy any judgment that may arise against the Owner, and pay all other costs incurred.

20. Subcontracts

- 20.1 The Contractor shall not subcontract any part of this contract without the written permission of the Owner.
- 20.2 The Contractor shall submit a complete list of named Subcontractors and material suppliers to the Consultant and Owner for approval by the Owner prior to commencing work. The Subcontractors named shall be reputable companies of recognized standing with a record of satisfactory work.

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- 20.3 The Contractor shall not employ any Subcontractor or use any material until they have been approved, or where there is reason to believe the resulting work will not comply with the Contract Documents.
- 20.4 The Contractor, not the Owner, is as fully responsible for the acts and omissions of Subcontractors and of persons employed by them, as the Contractor is for the acts and omissions of persons directly or indirectly employed by the Contractor.
- 20.5 Neither the Contract Documents nor any Contractor-Subcontractor contract shall indicate, infer or create any direct contractual relationship between any Subcontractor and the Owner.
21. Contractor-Subcontractor Relationship
- 21.1 The Contractor shall be bound to the Subcontractor by all the obligations in the Contract Documents that bind the Contractor to the Owner.
- 21.2 The Contractor shall pay the Subcontractor, in proportion to the dollar value of the work completed and requisitioned by the Subcontractor, the approved dollar amount allowed to the Contractor no more than seven days after receipt of payment from the Owner.
- 21.3 The Contractor shall pay the Subcontractor accordingly if the Contract Documents or the subcontract provide for earlier or larger payments than described in the provision above.
- 21.4 The Contractor shall pay the Subcontractor for completed and requisitioned subcontract work, less retainage, no more than seven days after receipt of payment from the Owner for the Contractor's approved Requisition for Payment, even if the Consultant fails to certify a portion of the Requisition for Payment for a cause not the fault of the Subcontractor.
- 21.5 The Contractor shall not make a claim for liquidated damages or penalty for delay in any amount in excess of amounts that are specified by the subcontract.
- 21.6 The Contractor shall not make a claim for services rendered or materials furnished by the Subcontractor unless written notice is given by the Contractor to the Subcontractor within ten calendar days of the day in which the claim originated.
- 21.7 The Contractor shall give the Subcontractor an opportunity to present and to submit evidence in any progress conference or disputes involving subcontract work.
- 21.8 The Contractor shall pay the Subcontractor a just share of any fire insurance payment received by the Contractor.
- 21.9 The Subcontractor shall be bound to the Contractor by the terms of the Contract Documents and assumes toward the Contractor all the obligations and responsibilities that the Contractor, by those documents, assumes toward the Owner.
- 21.10 The Subcontractor shall submit applications for payment to the Contractor in such reasonable time as to enable the Contractor to apply for payment as specified.

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21.11 The Subcontractor shall make any claims for extra cost, extensions of time or damages, to the Contractor in the manner provided in these General Conditions for like claims by the Contractor to the Owner, except that the time for the Subcontractor to make claims for extra cost is seven calendar days after the receipt of Consultant's instructions.

22. Supervision of the Work

22.1 During all stages of the Work the Contractor shall have a competent superintendent, with any necessary assistant superintendents, overseeing the project. The superintendent shall not be reassigned without the consent of the Owner unless a superintendent ceases to be employed by the Contractor due to unsatisfactory performance.

22.2 The superintendent represents the Contractor on the jobsite. Directives given by the Consultant or Owner to the superintendent shall be as binding as if given directly to the Contractor's main office. All important directives shall be confirmed in writing to the Contractor. The Consultant and Owner are not responsible for the acts or omissions of the superintendent or assistant superintendents.

22.3 The Contractor shall provide supervision of the Work equal to the industry's highest standard of care. The superintendent shall carefully study and compare all Contract Documents and promptly report any error, inconsistency or omission discovered to the Consultant. The Contractor may not necessarily be held liable for damages resulting directly from any error, inconsistency or omission in the Contract Documents or other instructions by the Consultant that was not revealed by the superintendent in a timely way.

23. Observation of the Work

23.1 The Contractor shall allow the Owner, the Consultant and the Bureau continuous access to the site for the purpose of observation of the progress of the work. All necessary safeguards and accommodations for such observations shall be provided by the Contractor.

23.2 The Contractor shall coordinate all required testing, approval or demonstration of the Work. The Contractor shall give sufficient notice to the appropriate parties of readiness for testing, inspection or examination.

23.3 The Contractor shall schedule inspections and obtain all required certificates of inspection for inspections by a party other than the Consultant.

23.4 The Consultant shall make all scheduled observations promptly, prior to the work being concealed or buried by the Contractor. If approval of the Work is required of the Consultant, the Contractor shall notify the Consultant of the construction schedule in this regard. Work concealed or buried prior to the Consultant's approval may need to be uncovered at the Contractor's expense.

23.5 The Consultant may order reexamination of questioned work, and, if so ordered, the work must be uncovered by the Contractor. If the work is found to conform to the Contract Documents, the Owner shall pay the expense of the reexamination and remedial work. If the work is found to not conform to the Contract Documents, the Contractor shall pay the expense, unless the defect in the

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work was caused by the Owner's Contractor, whose responsibility the reexamination expense becomes.

- 23.6 The Bureau shall periodically observe the Work during the course of construction and make recommendations to the Contractor or Consultant as necessary. Such recommendations shall be considered and implemented through the usual means for changes to the Work.

24. Consultant's Status

- 24.1 The Consultant represents the Owner during the construction period, and observes the work in progress on behalf of the Owner. The Consultant has authority to act on behalf of the Owner only to the extent expressly provided by the Contract Documents or otherwise demonstrated to the Contractor. The Consultant has authority to stop the work whenever such an action is necessary, in the Consultant's reasonable opinion, to ensure the proper execution of the contract.
- 24.2 The Consultant is the interpreter of the conditions of the contract and the judge of its performance. The Consultant shall favor neither the Owner nor the Contractor, but shall use the Consultant's powers under the contract to enforce faithful performance by both parties.
- 24.3 In the event of the termination of the Consultant's employment on the project prior to completion of the work, the Owner shall appoint a capable and reputable replacement. The status of the new Consultant relative to this contract shall be that of the former Consultant.

25. Management of the Premises

- 25.1 The Contractor shall place equipment and materials, and conduct activities on the premises in a manner that does not unreasonably hinder site circulation, environmental stability, or any long term effect. Likewise, the Consultant's directions shall not cause the use of premises to be impeded for the Contractor or Owner.
- 25.2 The Contractor shall not use the premises for any purpose other than that which is directly related to the scope of work. The Owner shall not use the premises for any purpose incompatible with the proposed work simultaneous to the work of the Contractor.
- 25.3 The Contractor shall enforce the Consultant's instructions regarding information posted on the premises such as signage and advertisements, as well as activities conducted on the premises such as fires, and smoking.
- 25.4 The Owner may occupy any part of the Project that is completed with the written consent of the Contractor, and without prejudice to any of the rights of the Owner or Contractor. Such use or occupancy shall not, in and of itself, be construed as a final acceptance of any work or materials.

26. Safety and Security of the Premises

- 26.1 The Contractor shall designate, and make known to the Consultant and the Owner, a safety officer whose duty is the prevention of accidents on the site.

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- 26.2 The Contractor shall continuously maintain security on the premises and protect from unreasonable occasion of injury all people authorized to be on the job site. The Contractor shall also effectively protect the property and adjacent properties from damage or loss.
- 26.3 The Contractor shall take all necessary precautions to ensure the safety of workers and others on and adjacent to the site, abiding by applicable local, state and federal safety regulations. The Contractor shall erect and continuously maintain safeguards for the protection of workers and others, and shall post signs and other warnings regarding hazards associated with the construction process, such as protruding fasteners, moving equipment, trenches and holes, scaffolding, window, door or stair openings, and falling materials.
- 26.4 The Contractor shall restore the premises to conditions that existed prior to the start of the project at areas not intended to be altered according to the Contract Documents.
- 26.5 The Contractor shall protect existing utilities and exercise care working in the vicinity of utilities shown in the Drawings and Specifications or otherwise located by the Contractor.
- 26.6 The Contractor shall protect from damage existing trees and other significant plantings and landscape features of the site which will remain a permanent part of the site. If necessary or indicated in the Contract Documents, tree trunks shall be boxed and barriers erected to prevent damage to tree branches or roots.
- 26.7 The Contractor shall repair or replace damage to the Work caused by the Contractor's or Subcontractor's forces, including that which is reasonably protected, at the expense of the responsible party.
- 26.8 The Contractor shall not load, or allow to be loaded, any part of the Project with a force which imperils personal or structural safety. The Consultant may consult with the Contractor on such means and methods of construction, however, the ultimate responsibility lies with the Contractor.
- 26.9 The Contractor shall not jeopardize any work in place with subsequent construction activities such as blasting, drilling, excavating, cutting, patching or altering work. The Consultant must approve altering any structural components of the project. The Contractor shall supervise all construction activities carried out by others on site to ensure that the work is neatly done and in a manner that will not endanger the structure or the component parts.
- 26.10 The Contractor may act with their sole discretion in emergency situations that potentially effect health, life or serious damage to the premises or adjacent properties, to prevent such potential loss or injury. The Contractor may negotiate with the Owner for compensation for expenses due to such emergency work.
- 26.11 The Contractor and Subcontractors shall have no responsibility for the identification, discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials in any form at the project site. The Contractor shall avoid disruption of any hazardous materials or toxic substances at the project site and promptly notify the Owner in writing on the occasion of such a discovery.

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- 26.12 The Contractor shall keep the premises free of any unsafe accumulation of waste materials caused by the work. The Contractor shall regularly keep the spaces “broom clean”. See the Close-out of the Work provisions of this section regarding cleaning at the completion of the project.
27. Changes in the Work
- 27.1 The Contractor shall not proceed with extra work without an approved Change Order or Construction Change Directive. A Change Order which has been properly signed by all parties shall become a part of the contract.
- 27.2 A Change Order is the usual document for directing changes in the Work. In certain circumstances, however, the Owner may utilize a Construction Change Directive to direct the Contractor to perform changes in the Work that are generally consistent with the scope of the project. The Owner shall use a Construction Change Directive only when the normal process for approving changes to the Work has failed to the detriment of the Project, or when agreement on the terms of a Change Order cannot be met, or when an urgent situation requires, in the Owner's judgment, prompt action by the Contractor.
- 27.3 The Consultant shall prepare the Construction Change Directive representing a complete scope of work, with proposed Contract Price and Contract Time revisions, if any, clearly stated.
- 27.4 The Contractor shall promptly carry out a Construction Change Directive which has been signed by the Owner and the Consultant. Work thus completed by the Contractor constitutes the basis for a Change Order. Changes in the Contract Price and Contract Time shall be as defined in the Construction Change Directive unless subsequently negotiated with some other terms.
- 27.5 The method of determining the dollar value of extra work shall be by:
- .1 an estimate of the Contractor accepted by Owner as a lump sum, or
 - .2 unit prices named in the contract or subsequently agreed upon, or
 - .3 cost plus a designated percentage, or
 - .4 cost plus a fixed fee.
- 27.6 The Contractor shall determine the dollar value of the extra work for both the lump sum and cost plus designated percentage methods so as not to exceed the following rates. The rates include all overhead and profit expenses.
- .1 Contractor - for any work performed by the Contractor's own forces, up to 20% of the cost;
 - .2 Subcontractor - for work performed by Subcontractor's own forces, up to 20% of the cost;
 - .3 Contractor - for work performed by Contractor's Subcontractor, up to 10% of the amount due the Subcontractor.
- 27.7 The Contractor shall keep and provide records as needed or directed for the cost plus designated percentage method. The Consultant shall review and certify the appropriate amount which includes the Contractor's overhead and profit. The Owner shall make payments based on the Consultant's certificate.
- 27.8 Cost reflected in Change Orders shall be limited to the following: cost of materials, cost of delivery, cost of labor (including Social Security, pension, Workers' Compensation insurance, and unemployment insurance), and cost of rental of power tools and equipment. Labor cost may

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include a pro-ratio share of a foreman's time only in the case of an extension of contract time granted due to the Change Order.

- 27.9 Overhead reflected in Change Orders shall be limited to the following: bond premium, supervision, wages of clerks, time keepers, and watchmen, small tools, incidental expenses, general office expenses, and all other overhead expenses directly related to the Change Order.
- 27.10 The Contractor shall provide credit to the Owner for labor, materials, equipment and other costs but not overhead and profit expenses for those Change Order items that result in a net value of credit to the contract.
- 27.11 The Owner may change the scope of work of the Project without invalidating the contract. The Owner shall notify the Contractor of a change of the scope of work for the Owner's Contractors, which may affect the work of this Contractor, without invalidating the contract. Change Orders for extension of the time caused by such changes shall be developed at the time of directing the change in scope of work.
- 27.12 The Consultant may order minor changes in the Work, not involving extra cost, which is consistent with the intent of the design or project.
- 27.13 The Contractor shall immediately give written notification to the Consultant of latent conditions discovered at the site which materially differ from those represented in the Drawings or Specifications, and which may eventually result in a change in the scope of work. The Contractor shall suspend work until receiving direction from the Consultant. The Consultant shall promptly investigate the conditions and respond to the Contractor's notice with direction that avoids any unnecessary delay of the Work. The Consultant shall determine if the discovered conditions warrant a Change Order.
- 27.14 The Contractor shall, within ten calendar days of receipt of the information, give written notification to the Consultant if the Contractor claims that instructions by the Consultant will constitute extra cost not accounted for by Change Order or otherwise under the contract. The Consultant shall promptly respond to the Contractor's notice with direction that avoids any unnecessary delay of the Work. The Consultant shall determine if the Contractor's claim warrants a Change Order.
28. Correction of the Work
- 28.1 The Contractor shall promptly remove from the premises all work the Consultant declares is non-conforming to the contract. The Contractor shall replace the work properly at no expense to the Owner. The Contractor is also responsible for the expenses of others whose work was damaged or destroyed by such remedial work.
- 28.2 The Owner may elect to remove non-conforming work if it is not removed by the Contractor within a reasonable time, that time defined in a written notice from the Consultant. The Owner may elect to store removed non-conforming work not removed by the Contractor at the Contractor's expense. The Owner may, with ten days written notice, dispose of materials which the Contractor does not remove. The Owner may sell the materials and apply the net proceeds, after deducting all expenses, to the costs that should have been borne by the Contractor.

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28.3 The Contractor shall remedy any defects due to faulty materials or workmanship and pay for any related damage to other work which appears within a period of one year from the date of substantial completion, and in accord with the terms of any guarantees provided in the contract. The Owner shall promptly give notice of observed defects to the Contractor and Consultant. The Consultant shall determine the status of all claimed defects. The Contractor shall perform all remedial work without unjustifiable delay in either the initial response or the corrective action.

28.4 The Consultant may authorize, after a reasonable notification to the Contractor, an equitable deduction from the contract amount in lieu of the Contractor correcting non-conforming or defective work.

29. Owner's Right to do Work

29.1 The Owner may, using other contractors, correct deficiencies attributable to the Contractor, or complete unfinished work. Such action shall take place only after giving the Contractor three days written notice, and provided the Consultant approves of the proposed course of action as an appropriate remedy. The Owner may then deduct the cost of the remedial work from the amount due the Contractor.

29.2 The Owner may act with their sole discretion when the Contractor is unable to take action in emergency situations that potentially effect health, life or serious damage to the premises or adjacent properties, to prevent such potential loss or injury. The Owner shall inform the Contractor of the emergency work performed, particularly where it may affect the work of the Contractor.

30. Termination of Contract and Stop Work Action

30.1 The Owner may, owing to a certificate of the Consultant indicating that sufficient cause exists to justify such action, without prejudice to any other right or remedy and after giving the Contractor and the Contractor's surety seven days written notice, terminate the employment of the Contractor. At that time the Owner may take possession of the premises and of all materials, tools and appliances on the premises and finish the work by whatever method the Owner may deem expedient. Cause for such action by the Owner includes:

- .1 the contractor is adjudged bankrupt, or makes a general assignment for the benefit of its creditors, or
- .2 a receiver is appointed due to the Contractor's insolvency, or
- .3 the Contractor persistently or repeatedly refuses or fails to provide enough properly skilled workers or proper materials, or
- .4 the Contractor fails to make prompt payment to Subcontractors or suppliers of materials or labor, or
- .5 the Contractor persistently disregards laws, ordinances or the instructions of the Consultant, or is otherwise found guilty of a substantial violation of a provision of the Contract Documents.

30.2 The Contractor is not entitled, as a consequence of the termination of the employment of the Contractor as described above, to receive any further payment until the Work is finished. If the unpaid balance of the contract amount exceeds the expense of finishing the Work, including compensation for additional architectural, managerial and administrative services, such balance

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shall be paid to the Contractor. If the expense of finishing the Work exceeds the unpaid balance, the Contractor shall pay the difference to the Owner. The Consultant shall certify the expense incurred by the Contractor's default. This obligation for payment shall continue to exist after termination of the contract.

30.3 The Contractor may, if the Work is stopped by order of any court or other public authority for a period of thirty consecutive days, and through no act or fault of the Contractor or of anyone employed by the Contractor, with seven days written notice to the Owner and the Consultant, terminate this contract. The Contractor may then recover from the Owner payment for all work executed, any proven loss and reasonable profit and damage.

30.4 The Contractor may, if the Consultant fails to issue a certificate for payment within seven days after the Contractor's formal request for payment, through no fault of the Contractor, or if the Owner fails to pay to the Contractor within 30 days after submission of any sum certified by the Consultant, with seven days written notice to the Owner and the Consultant, stop the Work or terminate this Contract.

31. Delays and Extension of Time

31.1 The completion date of the contract shall be extended if the work is delayed by changes ordered in the work which have approved time extensions, or by an act or neglect of the Owner, the Consultant, or the Owner's Contractor, or by strikes, lockouts, fire, flooding, unusual delay in transportation, unavoidable casualties, or by other causes beyond the Contractor's control. The Consultant shall determine the status of all claimed causes.

31.2 The contract shall not be extended for delay occurring more than seven calendar days before the Contractor's claim made in writing to the Consultant. In case of a continuing cause of delay, only one claim is necessary.

31.3 The contract shall not be extended due to failure of the Consultant to furnish drawings if no schedule or agreement is made between the Contractor and the Consultant indicating the dates which drawings shall be furnished and fourteen calendar days has passed after said date for such drawings.

31.4 This article does not exclude the recovery of damages for delay by either party under other provisions in the Contract Document.

32. Payments to the Contractor

32.1 As noted under *Preconstruction Conference* in this section, the Contractor shall submit a Schedule of Values form, before the first application for payment, for approval by the Owner and Consultant. The Consultant may direct the Contractor to provide evidence that supports the correctness of the form. The approved Schedule of Values shall be used as a basis for payments.

32.2 The Contractor shall submit an application for each payment ("Requisition for Payment") on a form approved by the Owner and Consultant. The Consultant may require receipts or other documents showing the Contractor's payments for materials and labor, including payments to Subcontractors.

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- 32.3 The Contractor shall submit Requisitions for Payment as the work progresses not more frequently than once each month, unless the Owner approves a more frequent interval due to unusual circumstances. The Requisition for Payment is based on the proportionate quantities of the various classes of work completed or incorporated in the Work, in agreement with the actual progress of the Work and the dollar value indicated in the Schedule of Values.
- 32.4 The Consultant shall verify and certify each Requisition for Payment which appears to be complete and correct prior to payment being made by the Owner. The Consultant may certify an appropriate amount for materials not incorporated in the Work which have been delivered and suitably stored at the site. The Contractor shall submit bills of sale, insurance certificates, or other such documents that will adequately protect the Owner's interests prior to payments being certified.
- 32.5 In the event any materials delivered but not yet incorporated in the Work have been included in a certified Requisition for Payment with payment made, and said materials thereafter are damaged, deteriorated or destroyed, or for any reason whatsoever become unsuitable or unavailable for use in the Work, the full amount previously allowed shall be deducted from subsequent payments unless the Contractor satisfactorily replaces said material.
- 32.6 The Contractor may request certification of an appropriate dollar amount for materials not incorporated in the Work which have been delivered and suitably stored away from the site. The Contractor shall submit bills of sale, insurance certificates, right-of-entry documents or other such documents that will adequately protect the Owner's interests. The Consultant shall determine if the Contractor's documentation for the materials is complete and specifically designated for the Project. The Owner may allow certification of such payments.
- 32.7 Subcontractors may request, and shall receive from the Consultant, copies of approved Requisitions for Payment showing the amounts certified in the Schedule of Values.
- 32.8 Certified Requisitions for Payment, payments made to the Contractor, or partial or entire occupancy of the project by the Owner shall not constitute an acceptance of any work that does not conform to the Contract Documents. The making and acceptance of the final payment constitutes a waiver of all claims by the Owner, other than those arising from unsettled liens, from faulty work or materials appearing within one year from final payment or from requirements of the Drawings and Specifications, and of all claims by the Contractor, except those previously made and still unsettled.
33. Payments Withheld
- 33.1 The Owner shall retain five percent of each payment due the Contractor as part security for the fulfillment of the contract by the Contractor. The Owner may make payment of a portion of this "retainage" to the Contractor temporarily or permanently during the progress of the Work. The Owner may thereafter withhold further payments until the full amount of the five percent is reestablished. The Contractor may deposit with the Maine State Treasurer certain securities in place of retainage amounts due according to Maine Statute (5 M.R.S. §1746).

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- 33.2 The Consultant may withhold or nullify the whole or a portion of any Requisitions for Payment submitted by the Contractor in the amount that may be necessary, in his reasonable opinion, to protect the Owner from loss due to any of the following:
- .1 defective work not remedied;
 - .2 claims filed or reasonable evidence indicating probable filing of claims;
 - .3 failure to make payments properly to Subcontractors or suppliers;
 - .4 a reasonable doubt that the contract can be completed for the balance then unpaid;
 - .5 liability for damage to another contractor.

The Owner shall make payment to the Contractor, in the amount withheld, when the above circumstances are removed.

34. Liens

- 34.1 The Contractor shall deliver to the Owner a complete release of all liens arising out of this contract before the final payment or any part of the retainage payment is released. The Contractor shall provide with the release of liens an affidavit asserting each release includes all labor and materials for which a lien could be filed. Alternately, the Contractor, in the event any Subcontractor or supplier refuses to furnish a release of lien in full, may furnish a bond satisfactory to the Owner, to indemnify the Owner against any lien.
- 34.2 In the event any lien remains unsatisfied after all payments to the Contractor are made by the Owner, the Contractor shall refund to the Owner all money that the latter may be compelled to pay in discharging such lien, including all cost and reasonable attorney's fees.

35. Workmanship

- 35.1 The Contractor shall provide materials, equipment, and installed work equal to or better than the quality specified in the Contract Documents and approved in submittal and sample. The installation methods shall be of the highest standards, and the best obtainable from the respective trades. The Consultant's decision on the quality of work shall be final.
- 35.2 The Contractor shall know local labor conditions for skilled and unskilled labor in order to apply the labor appropriately to the Work. All labor shall be performed by individuals well skilled in their respective trades.
- 35.3 The Contractor shall perform all cutting, fitting, patching and placing of work in such a manner to allow subsequent work to fit properly, whether that be by the Contractor, the Owner's Contractors or others. The Owner and Consultant may advise the Contractor regarding such subsequent work. Notwithstanding the notification or knowledge of such subsequent work, the Contractor may be directed to comply with this standard of compatible construction by the Consultant at the Contractor's expense.
- 35.4 The Contractor shall request clarification or revision of any design work by the Consultant, prior to commencing that work, in a circumstance where the Contractor believes the work cannot feasibly be completed at the highest quality, or as indicated in the Contract Documents. The Consultant shall respond to such requests in a timely way, providing clarifying information, a feasible revision, or instruction allowing a reduced quality of work. The Contractor shall follow the direction of the Consultant regarding the required request for information.

00 72 13
General Conditions

- 35.5 The Contractor shall guarantee the Work against any defects in workmanship and materials for a period of one year commencing with the date of the Certificate of Substantial Completion, unless specified otherwise for specific elements of the project. The Work may also be subdivided in mutually agreed upon components, each defined by a separate Certificate of Substantial Completion.
36. Close-out of the Work
- 36.1 The Contractor shall remove from the premises all waste materials caused by the work. The Contractor shall make the spaces "broom clean" unless a more thorough cleaning is specified. The Contractor shall clean all windows and glass immediately prior to the final inspection, unless otherwise directed.
- 36.2 The Owner may conduct the cleaning of the premises where the Contractor, duly notified by the Consultant, fails to adequately complete the task. The expense of this cleaning may be deducted from the sum due to the Contractor.
- 36.3 The Contractor shall participate in all final inspections and acknowledge the documentation of unsatisfactory work, customarily called the "punch list", to be corrected by the Contractor. The Consultant shall document the successful completion of the Work in a dated Certificate of Substantial Completion, to be signed by Owner, Consultant, and Contractor.
- 36.4 The Contractor shall not call for final inspection of any portion of the Work that is not completely and permanently installed. The Contractor may be found liable for the expenses of individuals called to final inspection meetings prematurely.
- 36.5 The Contractor and all major Subcontractors shall participate in the end-of-warranty-period conference, typically scheduled close to one year after the Substantial Completion date.
37. Date of Completion and Liquidated Damages
- 37.1 The Contractor may make a written request to the Owner for an extension or reduction of time, if necessary. The request shall include the reasons the Contractor believes justifies the proposed completion date. The Owner may grant the revision of the contract completion date if the Work was delayed due to conditions beyond the control and the responsibility of the Contractor. The Contractor shall not conduct unauthorized accelerated work or file delay claims to recover alleged damages for unauthorized early completion.
- 37.2 The Contractor shall vigorously pursue the completion of the Work and notify the Owner of any factors that have, may, or will affect the approved Schedule of the Work. The Contractor may be found responsible for expenses of the Owner or Consultant if the Contractor fails to make notification of project delays.
- 37.3 The Project is planned to be done in an orderly fashion which allows for an iterative submittal review process, construction administration including minor changes in the Work and some bad weather. The Contractor shall not file delay claims to recover alleged damages on work the Consultant determines has followed the expected rate of progress.

00 72 13
General Conditions

- 37.4 The Consultant shall prepare the Certificate of Substantial Completion which, when signed by the Owner and the Contractor, documents the date of Substantial Completion of the Work or a designated portion of the Work. The Owner shall not consider the issuance of a Certificate of Occupancy by an outside authority a prerequisite for Substantial Completion if the Certificate of Occupancy cannot be obtained due to factors beyond the Contractor's control.
- 37.5 Liquidated Damages may be deducted from the sum due to the Contractor for each calendar day that the Work remains uncompleted after the completion date specified in the Contract or an approved amended completion date. The dollar amount per day shall be calculated using the Schedule of Liquidated Damages table shown below.

If the original contract amount is:	The per day Liquidated Damages shall be:
Less than \$100,000	\$250
\$100,000 to less than \$2,000,000	\$750
\$2,000,000 to less than \$10,000,000	\$1,500
\$10,000,000 and greater	\$1,500 plus \$250 for each \$2,000,000 over \$10,000,000

38. Dispute Resolution

38.1 Mediation

- 38.1.1 A dispute between the parties which arises under this Contract which cannot be resolved through informal negotiation, shall be submitted to a neutral mediator jointly selected by the parties.
- 38.1.2 Either party may file suit before or during mediation if the party, in good faith, deems it to be necessary to avoid losing the right to sue due to a statute of limitations. If suit is filed before good faith mediation efforts are completed, the party filing suit shall agree to stay all proceedings in the lawsuit pending completion of the mediation process, provided such stay is without prejudice.
- 38.1.3 In any mediation between the Owner and the Consultant, the Owner has the right to consolidate related claims between Owner and Contractor.

38.2 Arbitration

- 38.2.1 If the dispute is not resolved through mediation, the dispute shall be settled by arbitration. The arbitration shall be conducted before a panel of three arbitrators. Each party shall select one arbitrator; the third arbitrator shall be appointed by the arbitrators selected by the parties. The arbitration shall be conducted in accordance with the Maine Uniform Arbitration Act (MUAA), except as otherwise provided in this section.
- 38.2.2 The decision of the arbitrators shall be final and binding upon all parties. The decision may be entered in court as provided in the MUAA.
- 38.2.3 The costs of the arbitration, including the arbitrators' fees shall be borne equally by the parties to the arbitration, unless the arbitrator orders otherwise.

00 72 13
General Conditions

38.2.4 In any arbitration between the Owner and the Consultant, the Owner has the right to consolidate related claims between Owner and Contractor.

00 73 46
Wage Determination Schedule

PART 1- GENERAL

1.1 Related Documents

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

1.2 Summary

- A. This Section includes the wage determination requirements for Contractors as issued by the State of Maine Department of Labor Bureau of Labor Standards or the United States Department of Labor.

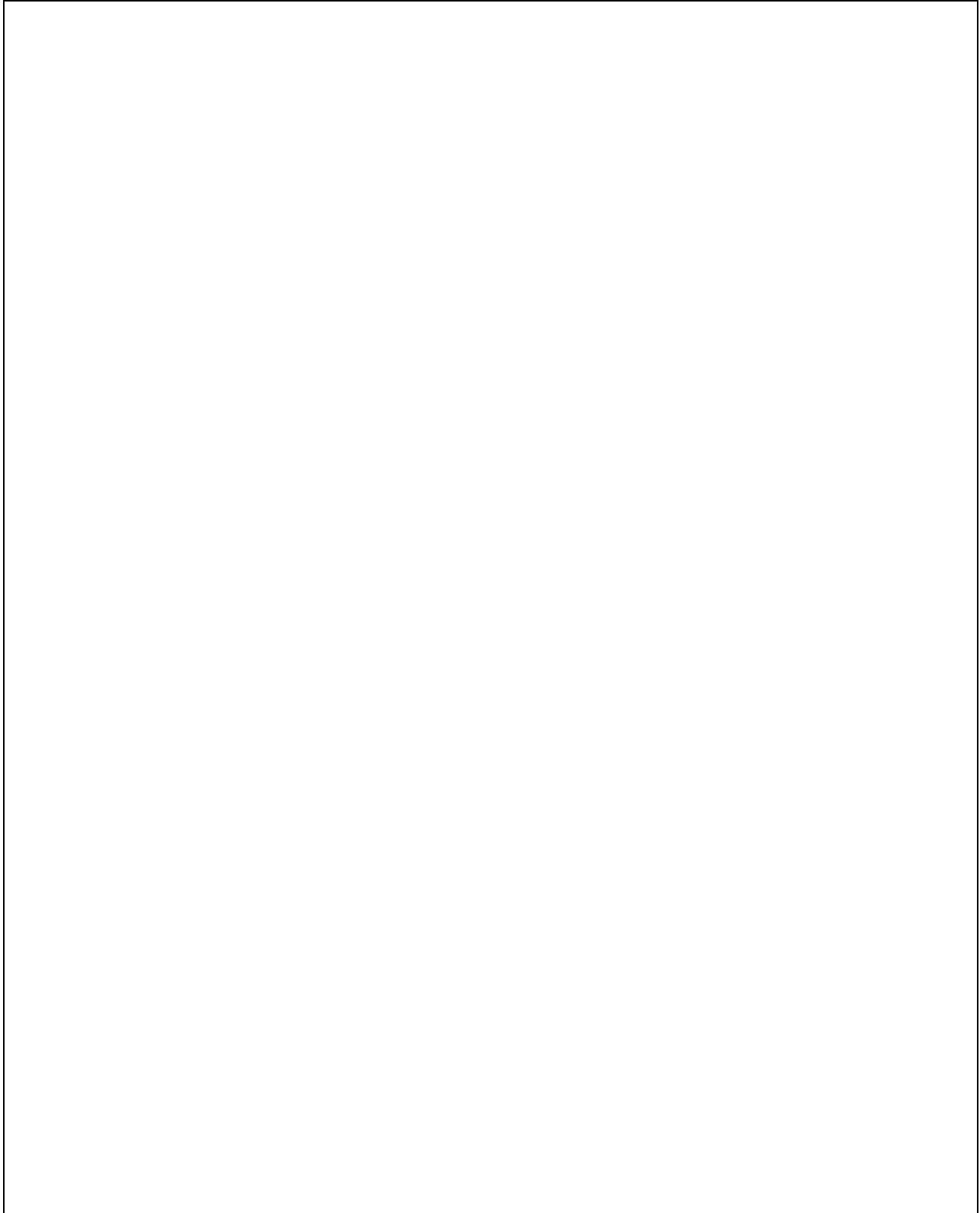
1.3 Requirements

- A. Conform to the wage determination schedule for this project which is shown on the following page.

PART 2 - PRODUCTS (not used)

PART 3 - EXECUTION (not used)

00 73 46
Wage Determination Schedule



End of Section 00 73 46

SECTION 01 10 00 - SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:

- 1. Project information.
- 2. Work covered by Contract Documents.
- 3. Access to site.
- 4. Coordination with occupants.
- 5. Work restrictions.
- 6. Specification and Drawing conventions.
- 7. Miscellaneous provisions.

- B. Related Requirements:

- 1. Section 01 50 00 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

- A. Project Identification: SJC Suite HVAC Upgrades at the Cumberland County Courthouse.

- 1. Project Location: Cumberland County Courthouse, Portland, Maine.

- B. Owner: Cumberland County Commissioners.

- C. Owner's Representative: Ryan Bell
Facilities Engineer
Capital Judicial Center
1 Court St. Suite 101
Augusta, ME 04330

- D. Architect: Winton Scott Architects, 5 Milk Street, Portland, Maine 04101

- E. Engineer: Allied Engineering, Inc, 160 Veranda Street, Portland, Maine 04103.

1.4 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents and consists of the following:
 - 1. Expansion for the water cooled VRV system at the County Side of the Cumberland County Courthouse in Portland, Maine for added heat and air conditioning at the Conference Room and Justice Suite for the Supreme Judicial Court (SJC) at the second floor area, and all associated work as indicated in the Contract Documents.
- B. Type of Contract:
 - 1. Project will be constructed under a single prime contract.

1.5 ACCESS TO SITE

- A. Use of Site: Limit use of Project site to Work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.
 - 1. Limits: Confine construction operations to the Attic, Third Floor Work Area, and Second Floor Work Areas as outlined in the contract drawings.
 - 2. Driveways, Walkways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or for storage of materials.
 - a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
 - b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- B. Condition of Existing Building: Maintain portions of existing building affected by construction operations in a weathertight condition throughout construction period. Repair damage caused by construction operations.
- C. Condition of Existing Grounds: Maintain portions of existing grounds, landscaping, and hardscaping affected by construction operations throughout construction period. Repair damage caused by construction operations.

1.6 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
 - 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.

2. Notify Owner not less than 72 hours in advance of activities that will affect Owner's operations.

1.7 WORK RESTRICTIONS

- A. Work Restrictions, General: Comply with restrictions on construction operations.
 1. Comply with limitations on use of public streets and with other requirements of authorities having jurisdiction.
 2. In the event that the contractor wish to shut down any portion of the public street or in any way impede access to adjacent facilities to facilitate rigging of equipment to the roof, the contractor shall strictly schedule this work with the City, the Owner, and Authorities Having Jurisdiction. It is preferable that such work, if required, be performed outside of normal working hours.
 3. For access to facility parking areas for the purpose of rigging, coordinate these activities strictly with the owner.
 4. **Prior to commencement of work in any area, the contractor shall be required to pass a Judicial Background test (Background Form 2013, attached), to be filled out and submitted two weeks prior to commencement of work at the site.**
 5. **Work within the Second Floor SJC Conference Room and Supreme Court Justice Suite shall require accompaniment by a Marshal. The contractor shall be required to submit a schedule for work within these areas so that the presence of a Marshal may be arranged.**
- B. On-Site Work Hours: It is the intent that work in most areas of the project may be conducted during normal business hours, of 8:00 a.m. to 5:00 p.m., Monday through Friday, unless otherwise indicated below. These areas include corridors, mechanical spaces, attic, and Administrative Areas. However, work in these areas shall be strictly scheduled with Cumberland County representatives to insure that occupants are not scheduled for simultaneous occupancy. Egress shall be strictly maintained within the corridor areas at all times. **The following exceptions to normal work hours applies:**
 - **All work within the SJC Conference Room and SJC Justice Suite shall be completed between the hours of 4:00 PM and 12:00 AM.**
 - **No work shall be conducted within the Grand Jury Courtroom on third floor during the first calendar week of any month. The courtroom shall be available for owner occupancy, in fully functional condition, during those weeks.**
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 1. Notify Owner not less than two days in advance of proposed utility interruptions.
 2. Obtain Owner's written permission before proceeding with utility interruptions.

- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
 - 1. Notify Owner not less than two days in advance of proposed disruptive operations.
 - 2. Obtain Owner's written permission before proceeding with disruptive operations.
 - 3. Schedule such activities to occur outside of normal working hours.
- E. Dust Control: Erect temporary partitions and plastic sheeting as required to prevent the migration of dust and construction debris to occupied areas of the facility during construction.
- F. Restricted Substances: Use of tobacco products and other controlled substances on Project site is not permitted.
- G. Employee Screening: Comply with Owner's requirements for drug and background screening of Contractor personnel working on Project site.
 - 1. Maintain list of approved screened personnel with Owner's representative.

1.8 SPECIFICATION AND DRAWING CONVENTIONS

- A. Specification Content: The Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Imperative mood and streamlined language are generally used in the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 - 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
 - 1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
 - 2. Abbreviations: Materials and products are identified by abbreviations published as part of the U.S. National CAD Standard and scheduled on Drawings.
 - 3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 10 00

SECTION 01 25 00 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.

1.3 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.
 - 1. Substitutions for Cause: Changes proposed by Contractor that are required due to changed Project conditions, such as unavailability of product, regulatory changes, or unavailability of required warranty terms.
 - 2. Substitutions for Convenience: Changes proposed by Contractor or Owner that are not required in order to meet other Project requirements but may offer advantage to Contractor or Owner.

1.4 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use facsimile of form provided in Project Manual.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation method cannot be provided, if applicable.
 - b. Coordination of information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitutions with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes, such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific

- features and requirements indicated. Indicate deviations, if any, from the Work specified.
- d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.
 - g. List of similar installations for completed projects, with project names and addresses as well as names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency, indicating and interpreting test results for compliance with requirements indicated.
 - i. Detailed comparison of Contractor's construction schedule using proposed substitutions with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
 - j. Cost information, including a proposal of change, if any, in the Contract Sum.
 - k. Contractor's certification that proposed substitution complies with requirements in the Contract Documents, except as indicated in substitution request, is compatible with related materials and is appropriate for applications indicated.
 - l. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.5 QUALITY ASSURANCE

- A. Compatibility of Substitutions: Investigate and document compatibility of proposed substitution with related products and materials. Engage a qualified testing agency to perform compatibility tests recommended by manufacturers.

1.6 PROCEDURES

- A. Coordination: Revise or adjust affected work as necessary to integrate work of the approved substitutions.

1.7 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Architect will return requests without action, except to record noncompliance with these requirements:
- a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Substitution request is fully documented and properly submitted.
 - c. Requested substitution will not adversely affect Contractor's construction schedule.
 - d. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - e. Requested substitution is compatible with other portions of the Work.
 - f. Requested substitution has been coordinated with other portions of the Work.
 - g. Requested substitution provides specified warranty.
 - h. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.
- B. Substitutions for Convenience: Not allowed.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 25 00

SECTION 01 26 00 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for handling and processing Contract modifications.
- B. Related Requirements:
 - 1. Section 01 25 00 "Substitution Procedures" for administrative procedures for handling requests for substitutions made after the Contract award.

1.3 MINOR CHANGES IN THE WORK

- A. Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or the Contract Time, on State of Maine Construction Contract Change Order Form 00 63 63.

1.4 PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: Architect will issue a detailed description of proposed changes in the Work that may require adjustment to the Contract Sum or the Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Work Change Proposal Requests issued by Architect are not instructions either to stop work in progress or to execute the proposed change.
 - 2. Within 20 days, when not otherwise specified, after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.
 - a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include costs of labor and supervision directly attributable to the change.
 - d. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and

finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.

- e. Quotation Form: Use forms acceptable to Architect.
- B. Contractor-Initiated Proposals: If latent or changed conditions require modifications to the Contract, Contractor may initiate a claim by submitting a request for a change to Architect.
1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and the Contract Time.
 2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 4. Include costs of labor and supervision directly attributable to the change.
 5. Include an updated Contractor's construction schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
 6. Comply with requirements in Section 01 25 00 "Substitution Procedures" if the proposed change requires substitution of one product or system for product or system specified.
 7. Proposal Request Form: Use form acceptable to Architect.

1.5 CHANGE ORDER PROCEDURES

- A. On Owner's approval of a Work Change Proposal Request, Architect will issue a Change Order for signatures of Owner and Contractor on State of Maine Construction Contract Change Order Form 00 63 63.

1.6 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: Architect may issue a Construction Change Directive on State of Maine Construction Contract Change Order Form 00 63 63. Construction Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
1. Construction Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

1.7 WORK CHANGE DIRECTIVE

- A. Work Change Directive: Architect may issue a Work Change Directive on State of Maine Construction Contract Change Order Form 00 63 63. Work Change Directive instructs Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
 - 1. Work Change Directive contains a complete description of change in the Work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Work Change Directive.
 - 1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 26 00

SECTION 01 29 00 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Requirements:
 - 1. Section 01 26 00 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
 - 2. Section 01 32 00 "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

1.3 DEFINITIONS

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

1.4 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
 - 1. Coordinate line items in the schedule of values with items required to be indicated as separate activities in Contractor's construction schedule.
 - 2. Submit the schedule of values to Architect at earliest possible date, but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.
 - 1. Identification: Include the following Project identification on the schedule of values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's Project number.

- d. Contractor's name and address.
 - e. Date of submittal.
2. Arrange schedule of values consistent with format of AIA Document G703.
 3. Arrange the schedule of values in tabular form, with separate columns to indicate the following for each item listed:
 - a. Related Specification Section or Division.
 - b. Description of the Work.
 - c. Name of subcontractor.
 - d. Name of manufacturer or fabricator.
 - e. Name of supplier.
 - f. Change Orders (numbers) that affect value.
 - g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent. Round dollar amounts to whole dollars, with total equal to Contract Sum.
 - 1) Labor.
 - 2) Materials.
 - 3) Equipment.
 4. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
 5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
 - a. Differentiate between items stored on-site and items stored off-site.
 6. Overhead Costs: Include total cost and proportionate share of general overhead and profit for each line item.
 7. Overhead Costs: Show cost of temporary facilities and other major cost items that are not direct cost of actual work-in-place as separate line items.
 8. Closeout Costs. Include separate line items under Contractor and principal subcontracts for Project closeout requirements in an amount totaling five percent of the Contract Sum and subcontract amount.
 9. Schedule of Values Revisions: Revise the schedule of values when Change Orders or Construction Change Directives result in a change in the Contract Sum. Include at least one separate line item for each Change Order and Construction Change Directive.

1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.

- C. Application for Payment Forms: State of Maine Construction Contract Application for Payment Form 00 62 76 and State of Maine Construction Contract Requisition for Payment Form as forms for Applications for Payment.
1. Other Application for Payment forms proposed by the Contractor shall be acceptable to Architect and Owner. Submit forms for approval with initial submittal of schedule of values.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
 2. Include amounts for work completed following previous Application for Payment, whether or not payment has been received. Include only amounts for work completed at time of Application for Payment.
 3. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
 4. Indicate separate amounts for work being carried out under Owner-requested project acceleration.
- E. Stored Materials: Include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on-site and items stored off-site.
1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment for stored materials.
 2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
 3. Provide summary documentation for stored materials indicating the following:
 - a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
 - b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
 - c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.
- F. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.

1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 2. When an application shows completion of an item, submit conditional final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
 5. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
- H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
 2. Schedule of values.
 3. Contractor's construction schedule (preliminary if not final).
 4. Products list (preliminary if not final).
 5. Sustainable design action plans, including preliminary project materials cost data.
 6. Schedule of unit prices.
 7. Submittal schedule (preliminary if not final).
 8. List of Contractor's staff assignments.
 9. List of Contractor's principal consultants.
 10. Copies of building permits.
 11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 12. Initial progress report.
 13. Report of preconstruction conference.
 14. Certificates of insurance and insurance policies.
 15. Performance and payment bonds.
 16. Data needed to acquire Owner's insurance.
- I. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 2. This application shall reflect Certificate(s) of Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- J. Final Payment Application: After completing Project closeout requirements, 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. Release of Liens Forms
 5. Evidence that claims have been settled.

6. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
7. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 29 00

SECTION 013000 - ALTERATIONS GENERAL

1. GENERAL

1.01 GENERAL CONDITIONS: The General Conditions, Supplementary General Conditions and all Sections of Division 1 shall apply to each and every contract and contractor, person or persons supplying material, labor or entering into the work directly or indirectly.

1.02 DESCRIPTION:

- A. The work covered by all sections of specifications shall conform to the conditions of this Section.
- B. The phrase “match existing” shall mean the following: Where Contract Documents call for exact matching, match existing work exactly in quality and appearance. When Contract Documents do not call for exact matching, match existing work as nearly as possible, using normally available materials and workmanship. If normally available materials and workmanship do not approximate existing work notify Architect. If in the Architect’s judgment it is impossible to approximate existing work with normally available materials and workmanship, the Architect may issue suitable Change Orders. Changes imposing extra costs to the Contractor will not be ordered without the Contractor’s approval. Existing structures and materials are indicated “existing”.
- C. In general, structures and materials which are not indicated existing are included in the work.

2. PRODUCTS

2.01 GENERAL

- A. Materials used to replace, patch or repair existing exposed work shall match or be compatible with existing adjacent finished surfaces.
- B. Materials used for such replacement, patching and repairing shall be as specified in the applicable section of this specification and/or as indicated on the drawings, or as approved by the Architect.

3. EXECUTION

3.01 TEMPORARY PARTITIONS Construct necessary temporary dust proof partitions to isolate construction work from adjacent areas and remove partitions when work in area is completed.

3.02 CUTTING AND PATCHING

- A. Contractor shall do all demolition, cutting, altering, removing, replacing and patching as necessary for the performance of the contract. Unless otherwise provided by the drawings or specifications, no structural members shall be cut or altered without authorization of the Architect.

- B. Where any alteration or new work is indicated it will be required that the contractor perform all necessary cutting, patching, altering and rebuilding necessary to produce a complete, finished and operational element.
 - C. Work remaining in place which is damaged or defaced by reason of work done under this contract shall be restored equal to its condition at the time of the award of the contract.
 - D. Where existing work is removed, exposed surfaces shall be finished to match adjacent surfaces.
 - E. All disturbed plaster areas and all holes, cracks and loose plaster shall be patched to provide a smooth uniform and sound wall, matching existing surfaces. Plaster around ne openings in existing walls shall be cut back to firm bond and patched to match surrounding area. Materials for patching shall be similar to adjacent materials. Bonding agents shall be used as required to produce positive bond.
 - F. Contractor shall provide all necessary shoring and temporary supports required for proper support of existing and new work during execution of the contract and shall remove same when support is no longer required.
- 3.03 COOPERATION: The Owner shall have the right, at any time during the construction of the structure, to enter the same for the purpose of installing any necessary work, or for any other purpose in connection with the installation of facilities, it being mutually understood and agreed, however, that the Contractor and the Owner will labor to mutual advantage where their several works in the above mentioned or unforeseen instances touch upon or interfere with each other.
- 3.04 SALVAGE All materials which are removed will become the property of the Contractor and shall be removed from the premises, unless indicated otherwise on the drawings or in these specifications.

END OF SECTION 013000

SECTION 01 31 00 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative provisions for coordinating construction operations on Project including, but not limited to, the following:
 - 1. General coordination procedures.
 - 2. Coordination drawings.
 - 3. RFIs.
 - 4. Digital project management procedures.
 - 5. Project meetings.
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.

1.3 DEFINITIONS

- A. BIM: Building Information Modeling.
- B. RFI: Request for Information. Request from Owner, Architect, or Contractor seeking information required by or clarifications of the Contract Documents.

1.4 INFORMATIONAL SUBMITTALS

- A. Subcontract List: Prepare a written summary identifying individuals or firms proposed for each portion of the Work, including those who are to furnish products or equipment fabricated to a special design. Include the following information in tabular form:
 - 1. Name, address, telephone number, and email address of entity performing subcontract or supplying products.
 - 2. Number and title of related Specification Section(s) covered by subcontract.
 - 3. Drawing number and detail references, as appropriate, covered by subcontract.
- B. Key Personnel Names: Within 15 days of starting construction operations, submit a list of key personnel assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and cellular

telephone numbers and e-mail addresses. Provide names, addresses, and telephone numbers of individuals assigned as alternates in the absence of individuals assigned to Project.

1. Post copies of list in project meeting room. Keep list current at all times.

1.5 GENERAL COORDINATION PROCEDURES

- A. Coordination: Coordinate construction operations included in different Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations included in different Sections that depend on each other for proper installation, connection, and operation.
 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 2. Coordinate installation of different components to ensure maximum performance and accessibility for required maintenance, service, and repair.
 3. Make adequate provisions to accommodate items scheduled for later installation.
- B. Coordination: Each contractor shall coordinate its construction operations with those of other contractors and entities to ensure efficient and orderly installation of each part of the Work. Each contractor shall coordinate its own operations with operations included in different Sections that depend on each other for proper installation, connection, and operation.
 1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
 2. Coordinate installation of different components with other contractors to ensure maximum performance and accessibility for required maintenance, service, and repair.
 3. Make adequate provisions to accommodate items scheduled for later installation.
- C. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
 1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- D. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
 1. Preparation of Contractor's construction schedule.
 2. Preparation of the schedule of values.
 3. Installation and removal of temporary facilities and controls.
 4. Delivery and processing of submittals.
 5. Progress meetings.
 6. Preinstallation conferences.
 7. Project closeout activities.
 8. Startup and adjustment of systems.

1.6 COORDINATION DRAWINGS

- A. Coordination Drawings, General: Prepare coordination drawings according to requirements in individual Sections, and additionally where installation is not completely indicated on Shop Drawings, where limited space availability necessitates coordination, or if coordination is required to facilitate integration of products and materials fabricated or installed by more than one entity.
1. Content: Project-specific information, drawn accurately to a scale large enough to indicate and resolve conflicts. Do not base coordination drawings on standard printed data. Include the following information, as applicable:
 - a. Use applicable Drawings as a basis for preparation of coordination drawings. Prepare sections, elevations, and details as needed to describe relationship of various systems and components.
 - b. Coordinate the addition of trade-specific information to coordination drawings by multiple contractors in a sequence that best provides for coordination of the information and resolution of conflicts between installed components before submitting for review.
 - c. Indicate functional and spatial relationships of components of architectural, structural, civil, mechanical, and electrical systems.
 - d. Indicate space requirements for routine maintenance and for anticipated replacement of components during the life of the installation.
 - e. Show location and size of access doors required for access to concealed dampers, valves, and other controls.
 - f. Indicate required installation sequences.
 - g. Indicate dimensions shown on Drawings. Specifically note dimensions that appear to be in conflict with submitted equipment and minimum clearance requirements. Provide alternative sketches to Architect indicating proposed resolution of such conflicts. Minor dimension changes and difficult installations will not be considered changes to the Contract.
- B. Coordination Drawing Organization: Organize coordination drawings as follows:
1. Floor Plans and Reflected Ceiling Plans: Show architectural and structural elements, and mechanical, plumbing, fire-protection, fire-alarm, and electrical Work. Show locations of visible ceiling-mounted devices relative to acoustical ceiling grid. Supplement plan drawings with section drawings where required to adequately represent the Work.
 2. Mechanical Rooms: Provide coordination drawings for mechanical rooms showing plans and elevations of mechanical, plumbing, fire-protection, fire-alarm, and electrical equipment.
 3. Structural Penetrations: Indicate penetrations and openings required for all disciplines.
 4. Slab Edge and Embedded Items: Indicate slab edge locations and sizes and locations of embedded items for metal fabrications, sleeves, anchor bolts, bearing plates, angles, door floor closers, slab depressions for floor finishes, curbs and housekeeping pads, and similar items.
 5. Mechanical and Plumbing Work: Show the following:
 - a. Sizes and bottom elevations of ductwork, piping, and conduit runs, including insulation, bracing, flanges, and support systems.

- b. Dimensions of major components, such as dampers, valves, diffusers, access doors, cleanouts and electrical distribution equipment.
 - c. Fire-rated enclosures around ductwork.
 6. Electrical Work: Show the following:
 - a. Runs of vertical and horizontal conduit 1-1/4 inches (32 mm) in diameter and larger.
 - b. Light fixture, exit light, emergency battery pack, smoke detector, and other fire-alarm locations.
 - c. Panel board, switch board, switchgear, transformer, busway, generator, and motor-control center locations.
 - d. Location of pull boxes and junction boxes, dimensioned from column center lines.
 7. Review: Architect will review coordination drawings to confirm that in general the Work is being coordinated, but not for the details of the coordination, which are Contractor's responsibility. If Architect determines that coordination drawings are not being prepared in sufficient scope or detail, or are otherwise deficient, Architect will so inform Contractor, who shall make suitable modifications and resubmit.
 8. Coordination Drawing Prints: Prepare coordination drawing prints according to requirements in Section 01 33 00 "Submittal Procedures."
- C. Coordination Digital Data Files: Prepare coordination digital data files according to the following requirements:
 1. File Preparation Format: Same digital data software program, version, and operating system as original Drawings.
 2. File Preparation Format: DWG, operating in Microsoft Windows operating system.
 3. File Submittal Format: Submit or post coordination drawing files using PDF format.
 4. Architect will furnish Contractor one set of digital data files of Drawings for use in preparing coordination digital data files.
 - a. Architect makes no representations as to the accuracy or completeness of digital data files as they relate to Drawings.

1.7 REQUEST FOR INFORMATION (RFI)

- A. General: Immediately on discovery of the need for additional information, clarification, or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
 1. Architect will return without response those RFIs submitted to Architect by other entities controlled by Contractor.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:

1. Project name.
 2. Project number.
 3. Date.
 4. Name of Contractor.
 5. Name of Architect.
 6. RFI number, numbered sequentially.
 7. RFI subject.
 8. Specification Section number and title and related paragraphs, as appropriate.
 9. Drawing number and detail references, as appropriate.
 10. Field dimensions and conditions, as appropriate.
 11. Contractor's suggested resolution. If Contractor's suggested resolution impacts the Contract Time or the Contract Sum, Contractor shall state impact in the RFI.
 12. Contractor's signature.
 13. Attachments: Include sketches, descriptions, measurements, photos, Product Data, Shop Drawings, coordination drawings, and other information necessary to fully describe items needing interpretation.
 - a. Include dimensions, thicknesses, structural grid references, and details of affected materials, assemblies, and attachments on attached sketches.
- C. RFI Forms: AIA Document G716.
1. Attachments shall be electronic files in PDF format.
- D. Architect's Action: Architect will review each RFI, determine action required, and respond. Allow seven working days for Architect's response for each RFI. RFIs received by Architect after 1:00 p.m. will be considered as received the following working day.
1. The following Contractor-generated RFIs will be returned without action:
 - a. Requests for approval of submittals.
 - b. Requests for approval of substitutions.
 - c. Requests for approval of Contractor's means and methods.
 - d. Requests for coordination information already indicated in the Contract Documents.
 - e. Requests for adjustments in the Contract Time or the Contract Sum.
 - f. Requests for interpretation of Architect's actions on submittals.
 - g. Incomplete RFIs or inaccurately prepared RFIs.
 2. Architect's action may include a request for additional information, in which case Architect's time for response will date from time of receipt by Architect of additional information.
 3. Architect's action on RFIs that may result in a change to the Contract Time or the Contract Sum may be eligible for Contractor to submit Change Proposal according to Section 01 26 00 "Contract Modification Procedures."
 - a. If Contractor believes the RFI response warrants change in the Contract Time or the Contract Sum, notify Architect in writing within 10 days of receipt of the RFI response.

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

1.8 PROJECT MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
 - 1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times a minimum of 10 working days prior to meeting.
 - 2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
 - 3. Minutes: Entity responsible for conducting meeting will record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within three days of the meeting.

- B. Preconstruction Conference: Architect will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and Architect, but no later than 15 days after execution of the Agreement.
 - 1. Attendees: Authorized representatives of Owner Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 - 2. Agenda: Discuss items of significance that could affect progress, including the following:
 - a. Responsibilities and personnel assignments.
 - b. Tentative construction schedule.
 - c. Phasing.
 - d. Critical work sequencing and long lead items.
 - e. Designation of key personnel and their duties.
 - f. Lines of communications.
 - g. Use of web-based Project software.
 - h. Procedures for processing field decisions and Change Orders.
 - i. Procedures for RFIs.
 - j. Procedures for testing and inspecting.
 - k. Procedures for processing Applications for Payment.
 - l. Distribution of the Contract Documents.
 - m. Submittal procedures.
 - n. Sustainable design requirements.
 - o. Preparation of Record Documents.
 - p. Use of the premises and existing building.
 - q. Work restrictions.
 - r. Working hours.
 - s. Owner's occupancy requirements.
 - t. Responsibility for temporary facilities and controls.
 - u. Procedures for moisture and mold control.
 - v. Procedures for disruptions and shutdowns.
 - w. Construction waste management and recycling.

- x. Parking availability.
 - y. Office, work, and storage areas.
 - z. Equipment deliveries and priorities.
 - aa. First aid.
 - bb. Security.
 - cc. Progress cleaning.
3. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Progress Meetings: Conduct progress meetings at monthly intervals.
- 1. Coordinate dates of meetings with preparation of payment requests.
 - 2. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 - 3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
 - 1) Review schedule for next period.
 - b. Review present and future needs of each entity present, including the following:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) Resolution of BIM component conflicts.
 - 4) Status of submittals.
 - 5) Status of sustainable design documentation.
 - 6) Deliveries.
 - 7) Off-site fabrication.
 - 8) Access.
 - 9) Site use.
 - 10) Temporary facilities and controls.
 - 11) Progress cleaning.
 - 12) Quality and work standards.
 - 13) Status of correction of deficient items.
 - 14) Field observations.
 - 15) Status of RFIs.
 - 16) Status of Proposal Requests.
 - 17) Pending changes.
 - 18) Status of Change Orders.

- 19) Pending claims and disputes.
 - 20) Documentation of information for payment requests.
4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
 - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 31 00

SECTION 01 33 00 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:

- 1. Submittal schedule requirements.
- 2. Administrative and procedural requirements for submittals.

- B. Related Requirements:

- 1. Section 01 29 00 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
- 2. Section 01 31 00 "Project Management and Coordination" for submitting coordination drawings and subcontract list and for requirements for web-based Project software.
- 3. Section 01 77 00 "Closeout Procedures" for project closeout requirements.
- 4. Section 01 78 23 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
- 5. Section 01 78 39 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.
- 6. Section 01 79 00 "Demonstration and Training" for submitting video recordings of demonstration of equipment and training of Owner's personnel.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action. Action submittals are those submittals indicated in individual Specification Sections as "action submittals."
- B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements. Informational submittals are those submittals indicated in individual Specification Sections as "informational submittals."

1.4 SUBMITTAL SCHEDULE

- A. Submittal Schedule: Submit, as an action submittal, a list of submittals, arranged in chronological order by dates required by construction schedule. Include time required for review, ordering, manufacturing, fabrication, and delivery when establishing dates. Include

additional time required for making corrections or revisions to submittals noted by Architect and additional time for handling and reviewing submittals required by those corrections.

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

1.5 SUBMITTAL FORMATS

A. Submittal Information: Include the following information in each submittal:

1. Project name.
2. Date.
3. Name of Architect.
4. Name of Construction Manager.
5. Name of Contractor.
6. Name of firm or entity that prepared submittal.
7. Names of subcontractor, manufacturer, and supplier.
8. Unique submittal number, including revision identifier. Include Specification Section number with sequential alphanumeric identifier; and alphanumeric suffix for resubmittals.
9. Category and type of submittal.
10. Submittal purpose and description.
11. Number and title of Specification Section, with paragraph number and generic name for each of multiple items.
12. Drawing number and detail references, as appropriate.
13. Indication of full or partial submittal.
14. Location(s) where product is to be installed, as appropriate.
15. Other necessary identification.

16. Remarks.
17. Signature of transmitter.

- B. Options: Identify options requiring selection by Architect.
- C. Deviations and Additional Information: On each submittal, clearly indicate deviations from requirements in the Contract Documents, including minor variations and limitations; include relevant additional information and revisions, other than those requested by Architect on previous submittals. Indicate by highlighting on each submittal or noting on attached separate sheet.
- D. PDF Submittals: Prepare submittals as PDF package, incorporating complete information into each PDF file. Name PDF file with submittal number.

1.6 SUBMITTAL PROCEDURES

- A. Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
 1. Email: Prepare submittals as PDF package, and transmit to Architect by sending via email. Include PDF transmittal form. Include information in email subject line as requested by Architect.
 - a. Architect will return annotated file. Annotate and retain one copy of file as a digital Project Record Document file.
- B. Coordination: Coordinate preparation and processing of submittals with performance of construction activities.
 1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
 2. Submit all submittal items required for each Specification Section concurrently unless partial submittals for portions of the Work are indicated on approved submittal schedule.
 3. Submit action submittals and informational submittals required by the same Specification Section as separate packages under separate transmittals.
 4. Coordinate transmittal of submittals for related parts of the Work specified in different Sections so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until related submittals are received.
- C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.
 1. Initial Review: Allow 7 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.

2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
 3. Resubmittal Review: Allow 7 days for review of each resubmittal.
- D. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.
- E. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- F. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

1.7 SUBMITTAL REQUIREMENTS

- A. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
1. If information must be specially prepared for submittal because standard published data are unsuitable for use, submit as Shop Drawings, not as Product Data.
 2. Mark each copy of each submittal to show which products and options are applicable.
 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.
 - d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
 4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams that show factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 5. Submit Product Data before Shop Drawings, and before or concurrent with Samples.
- B. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.

1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.

- C. Product Schedule: As required in individual Specification Sections, prepare a written summary indicating types of products required for the Work and their intended location. Include the following information in tabular form:
 1. Type of product. Include unique identifier for each product indicated in the Contract Documents or assigned by Contractor if none is indicated.
 2. Manufacturer and product name, and model number if applicable.
 3. Number and name of room or space.
 4. Location within room or space.

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

- E. Design Data: Prepare and submit written and graphic information indicating compliance with indicated performance and design criteria in individual Specification Sections. Include list of assumptions and summary of loads. Include load diagrams if applicable. Provide name and version of software, if any, used for calculations. Number each page of submittal.

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

G. Test and Research Reports:

1. Compatibility Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of compatibility tests performed before installation of product. Include written recommendations for primers and substrate preparation needed for adhesion.
2. Field Test Reports: Submit written reports indicating and interpreting results of field tests performed either during installation of product or after product is installed in its final location, for compliance with requirements in the Contract Documents.
3. Material Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting test results of material for compliance with requirements in the Contract Documents.
4. Preconstruction Test Reports: Submit reports written by a qualified testing agency, on testing agency's standard form, indicating and interpreting results of tests performed before installation of product, for compliance with performance requirements in the Contract Documents.
5. Product Test Reports: Submit written reports indicating that current product produced by manufacturer complies with requirements in the Contract Documents. Base reports on evaluation of tests performed by manufacturer and witnessed by a qualified testing agency, or on comprehensive tests performed by a qualified testing agency.
6. Research Reports: Submit written evidence, from a model code organization acceptable to authorities having jurisdiction, that product complies with building code in effect for Project. Include the following information:
 - a. Name of evaluation organization.
 - b. Date of evaluation.
 - c. Time period when report is in effect.
 - d. Product and manufacturers' names.
 - e. Description of product.
 - f. Test procedures and results.
 - g. Limitations of use.

1.8 CONTRACTOR'S REVIEW

- A. Action Submittals and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Contractor's Approval: Indicate Contractor's approval for each submittal with a uniform approval stamp. Include name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.
 1. Architect will not review submittals received from Contractor that do not have Contractor's review and approval.

1.9 ARCHITECT'S REVIEW

- A. Action Submittals: Architect will review each submittal, indicate corrections or revisions required, and return it.
 - 1. PDF Submittals: Architect will indicate, via markup on each submittal, the appropriate action.
- B. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.
- C. Partial submittals prepared for a portion of the Work will be reviewed when use of partial submittals has received prior approval from Architect.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Architect will return without review submittals received from sources other than Contractor.
- F. Submittals not required by the Contract Documents will be returned by Architect without action.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 33 00

SECTION 013591 - HISTORIC BUILDING CONSTRUCTION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes special procedures for historic treatment on Project including, but not limited to, the following:
 - 1. Storage and protection of existing historic materials.
 - 2. Temporary protection of historic materials during construction.
 - 3. Protection during use of heat-generating equipment.
 - 4. Historic building construction procedures.

1.2 DEFINITIONS

- A. "Preservation": To apply measures necessary to sustain the existing form, integrity, and materials of a historic property. Work may include preliminary measures to protect and stabilize the property.
- B. "Rehabilitation": To make possible a compatible use for a property through repair, alterations, and additions while preserving those portions or features that convey its historical, cultural, or architectural values.
- C. "Restoration": To accurately depict the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and the reconstruction of missing features from the restoration period.
- D. "Reconstruction": To reproduce in the exact form and detail a building, structure, or artifact as it appeared at a specific period in time.
- E. "Stabilize": To apply measures designed to reestablish a weather-resistant enclosure and the structural reinforcement of an item or portion of the building while maintaining the essential form as it exists at present.
- F. "Protect and Maintain": To remove deteriorating corrosion, reapply protective coatings, and install protective measures such as temporary guards; to provide the least degree of intervention.
- G. "Repair": To stabilize, consolidate, or conserve; to retain existing materials and features while employing as little new material as possible. Repair includes patching, piecing-in, splicing, consolidating, or otherwise reinforcing or upgrading materials. Within restoration, repair also includes limited replacement in kind, rehabilitation, and reconstruction, with compatible substitute materials for deteriorated or missing parts of features when there are surviving prototypes.

- H. "Replace": To duplicate and replace entire features with new material in kind. Replacement includes the following conditions:
 - 1. Duplication: Includes replacing elements damaged beyond repair or missing. Original material is indicated as the pattern for creating new duplicated elements.
 - 2. Replacement with New Materials: Includes replacement with new material when original material is not available as patterns for creating new duplicated elements.
 - 3. Replacement with Substitute Materials: Includes replacement with compatible substitute materials. Substitute materials are not allowed, unless otherwise indicated.
- I. "Remove": To detach items from existing construction and legally dispose of them off-site unless indicated to be removed and salvaged or removed and reinstalled.
- J. "Remove and Salvage": To detach items from existing construction and deliver them to Owner.
- K. "Remove and Reinstall": To detach items from existing construction, repair and clean them for reuse, and reinstall them where indicated.
- L. "Existing to Remain" or "Retain": Existing items of construction that are not to be removed and that are not otherwise indicated to be removed and salvaged, or removed and reinstalled.
- M. "Material in Kind": Material that matches existing materials, as much as possible, in species, cut, color, grain, and finish.

1.3 SUBMITTALS

- A. Historic Treatment Program: Submit a written plan for each phase or process including protection of surrounding materials during operations. Describe in detail materials, methods, and equipment to be used for each phase of work.
- B. Alternative Methods and Materials: If alternative methods and materials to those indicated are proposed for any phase of work, provide a written description including evidence of successful use on other, comparable projects, and program of testing to demonstrate effectiveness for use on this Project.
- C. Photographs or Videotape: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by historic treatment operations. Submit before work begins.

1.4 QUALITY ASSURANCE

- A. Historic Treatment Specialist Qualifications: A firm that employs personnel, including supervisory personnel, experienced and skilled in the processes and operations indicated.
- B. Historic Treatment Preconstruction Conference: Conduct conference at Project site.

1.5 STORAGE AND PROTECTION OF HISTORIC MATERIALS

- A. Removed and Salvaged Historic Materials:
1. Clean salvaged historic items.
 2. Pack or crate items after cleaning. Identify contents of containers.
 3. Store items in a secure area until delivery to Owner.
 4. Transport items to Owner's storage area on-site.
 5. Protect items from damage during transport and storage.
 6. Do not dispose of items removed from existing construction without prior written consent of Owner.
- B. Removed and Reinstalled Historic Materials:
1. Clean and repair historic items to functional condition adequate for intended reuse.
 2. Pack or crate items after cleaning and repairing. Identify contents of containers.
 3. Protect items from damage during transport and storage.
 4. Reinstall items in locations indicated. Comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make item functional for use indicated.
- C. Existing Historic Materials to Remain: Protect construction indicated to remain against damage and soiling during historic treatment and installation of proposed work. When permitted by Architect, items may be removed to a suitable, protected storage location during historic treatment and reinstalled in their original locations after historic treatment operations are complete.
- D. Storage and Protection: When removed from their existing location, store historic materials within a weathertight enclosure where they are protected from wetting by rain, snow, or ground water, and temperature variations. Secure stored materials to protect from theft.
1. Identify removed items with an inconspicuous mark indicating their original location.

1.6 PROJECT-SITE CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to historic treatment area. Conduct historic treatment so Owner's operations will not be disrupted. Provide not less than **48** hours' notice to Owner of activities that will affect Owner's operations.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PROTECTION, GENERAL

- A. Comply with manufacturer's written instructions for precautions and effects of products and procedures on adjacent building materials, components, and vegetation.
- B. Ensure that supervisory personnel are present when work begins and during its progress.
- C. Temporary Protection of Historic Materials during Construction:
 - 1. Protect existing materials during installation of temporary protections and construction. Do not deface or remove existing materials.
 - 2. Attachments of temporary protection to existing construction shall be approved by Architect prior to installation.
- D. Existing Drains: Prior to the start of work or any cleaning operations, test drains and other water removal systems to ensure that drains and systems are functioning properly. Notify Architect immediately of drains or systems that are stopped or blocked. Do not begin Work of this Section until the drains are in working order.
 - 1. Provide a method to prevent solids including stone or mortar residue from entering the drains or drain lines. Clean out drains and drain lines that become blocked or filled by sand or any other solids because of work performed under this Contract.

3.2 PROTECTION DURING USE OF HEAT-GENERATING EQUIPMENT

- A. Comply with the following procedures while performing work with heat-generating equipment, including welding, cutting, soldering, brazing, paint removal with heat, and other operations where open flames or implements utilizing heat are used:
 - 1. Obtain Owner's approval for operations involving use of open-flame or welding equipment.
 - a. Notification shall be given for each occurrence and location of work with heat-generating equipment.
 - 2. As far as practical, use heat-generating equipment in shop areas or outside the building.
 - 3. Before work with heat-generating equipment commences, furnish personnel to serve as a fire watch (or watches) for location(s) where work is to be performed.
 - 4. Do not perform work with heat-generating equipment in or near rooms or in areas where flammable liquids or explosive vapors are present or thought to be present. Use a combustible gas indicator test to ensure that the area is safe.
 - 5. Remove and keep the area free of combustibles, including, rubbish, paper, waste, etc., within area of operations.

- a. If combustible material cannot be removed, provide fireproof blankets to cover such materials.
6. Where possible, furnish and use baffles of metal or gypsum board to prevent the spraying of sparks or hot slag into surrounding combustible material.
7. Prevent the extension of sparks and particles of hot metal through open windows, doors, holes, and cracks in floors, walls, ceilings, roofs, and other openings.
8. Inspect each location of the day's work not sooner than 30 minutes after completion of operations to detect hidden or smoldering fires and to ensure that proper housekeeping is maintained.

3.3 HISTORIC BUILDING CONSTRUCTION PROCEDURES

- A. The principal aim of work is to provide new materials and methods in a manner that does not disturb adjacent materials, unless otherwise indicated. Repair is required where specifically indicated. The following procedures shall be followed:
 1. Retain as much existing material as possible; repair and consolidate rather than replace.
 2. Use additional material or structure to reinforce, strengthen, prop, tie, and support existing material or structure.
 3. Use reversible processes wherever possible.
 4. Use traditional replacement materials and techniques. New work shall be distinguishable to the trained eye, on close inspection, from old work.
 5. Record the work before the procedure with preconstruction photos and during the work with periodic construction photos.
- B. Prohibit smoking by personnel performing work on or near historic structures.
- C. Obtain Architect's review and written approval in the form of a Constructive Change Directive or Supplemental Instruction before making changes or additions to construction or removing historic materials.
- D. Notify Architect of visible changes in the integrity of material or components whether due to environmental causes including biological attack, UV degradation, freezing, or thawing; or due to structural defects including cracks, movement, or distortion.
 1. Do not proceed with the work in question until directed by Architect.
- E. Where missing features are indicated to be repaired or replaced, provide features whose designs are based on accurate duplications rather than on conjectural designs, subject to the approval of Architect.
- F. Where Work requires existing features to be removed, cleaned, and reused, perform these operations without damage to the material itself, to adjacent materials, or to the substrate.
- G. Identify new or replacement materials and features with inconspicuous, permanent marks to distinguish them from original materials. Record the legend of identification marks and the locations of these marks on Record Drawings.

- H. When cleaning, match samples of existing materials that have been cleaned and identified for acceptable cleaning levels. Avoid overcleaning to prevent damage to existing materials during cleaning.

END OF SECTION 013591

SECTION 01 50 00 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.
- B. Related Requirements:
 - 1. Section 01 10 00 "Summary" for work restrictions and limitations on utility interruptions.

1.3 USE CHARGES

- A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities engaged in the Project to use temporary services and facilities without cost, including, but not limited to, Owner's construction forces, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
- B. Sewer Service: Owner will pay sewer-service use charges for sewer usage by all entities for construction operations.
- C. Water Service: Owner will pay water-service use charges for water used by all entities for construction operations.
- D. Electric Power Service: Owner will pay electric-power-service use charges for electricity used by all entities for construction operations.
- E. Water and Sewer Service from Existing System: Water from Owner's existing water system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.
- F. Electric Power Service from Existing System: Electric power from Owner's existing system is available for use without metering and without payment of use charges. Provide connections and extensions of services as required for construction operations.

1.4 INFORMATIONAL SUBMITTALS

- A. Site Utilization Plan: Show temporary facilities, temporary utility lines and connections, staging areas, construction site entrances, vehicle circulation, and parking areas for construction personnel.
- B. Project Identification and Temporary Signs: Show fabrication and installation details, including plans, elevations, details, layouts, typestyles, graphic elements, and message content.
- C. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire-prevention program.
- D. Moisture- and Mold-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage and mold.
- E. Dust- and HVAC-Control Plan: Submit coordination drawing and narrative that indicates the dust- and HVAC-control measures proposed for use, proposed locations, and proposed time frame for their operation. Include the following:
 - 1. Locations of dust-control partitions at each phase of work.
 - 2. HVAC system isolation schematic drawing.
 - 3. Location of proposed air-filtration system discharge.
 - 4. Waste-handling procedures.
 - 5. Other dust-control measures.

1.5 QUALITY ASSURANCE

- A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.
- B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

1.6 PROJECT CONDITIONS

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

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Polyethylene Sheet: Reinforced, fire-resistive sheet, **10-mil (0.25-mm)** minimum thickness, with flame-spread rating of 15 or less per ASTM E 84 and passing NFPA 701 Test Method 2.

- B. Dust-Control Adhesive-Surface Walk-Off Mats: Provide mats minimum 36 by 60 inches (914 by 1524 mm).
- C. Insulation: Unfaced mineral-fiber blanket, manufactured from glass, slag wool, or rock wool; with maximum flame-spread and smoke-developed indexes of 25 and 50, respectively.

2.2 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
- B. Air-Filtration Units: Primary and secondary HEPA-filter-equipped portable units with four-stage filtration. Provide single switch for emergency shutoff. Configure to run continuously.

PART 3 - EXECUTION

3.1 TEMPORARY FACILITIES, GENERAL

- A. Conservation: Coordinate construction and use of temporary facilities with consideration given to conservation of energy, water, and materials. Coordinate use of temporary utilities to minimize waste.
 - 1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work. See other Sections for disposition of salvaged materials that are designated as Owner's property.

3.2 INSTALLATION, GENERAL

- A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.
 - 1. Locate facilities to limit site disturbance as specified in Section 01 10 00 "Summary."
- B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.3 TEMPORARY UTILITY INSTALLATION

- A. General: Install temporary service or connect to existing service.
 - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.
- B. Water Service: Connect to Owner's existing water service facilities. Clean and maintain water service facilities in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.

- C. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
 - 1. Toilets: Use of Owner's existing toilet facilities will be permitted, as long as facilities are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore these facilities to condition existing before initial use.
- D. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
 - 1. Prior to commencing work, isolate the HVAC system in area where work is to be performed.
 - a. Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas.
 - b. Maintain negative air pressure within work area using HEPA-equipped air-filtration units, starting with commencement of temporary partition construction, and continuing until removal of temporary partitions is complete.
 - 2. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust-containment devices.
 - 3. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.
- E. Electric Power Service: Connect to Owner's existing electric power service. Maintain equipment in a condition acceptable to Owner.
- F. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
 - 1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.

3.4 SUPPORT FACILITIES INSTALLATION

- A. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.
 - 1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.
- B. Existing Elevator Use: Use of Owner's existing elevators will be permitted, provided elevators are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore elevators to condition existing before initial use, including replacing worn cables, guide shoes, and similar items of limited life.
 - 1. Do not load elevators beyond their rated weight capacity.
 - 2. Provide protective coverings, barriers, devices, signs, or other procedures to protect elevator car and entrance doors and frame. If, despite such protection, elevators become

damaged, engage elevator Installer to restore damaged work so no evidence remains of correction work. Return items that cannot be refinished in field to the shop, make required repairs and refinish entire unit, or provide new units as required.

- C. Existing Stair Usage: Use of Owner's existing stairs will be permitted, provided stairs are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore stairs to condition existing before initial use.
 - 1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If stairs become damaged, restore damaged areas so no evidence remains of correction work.

3.5 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
 - 1. Where access to adjacent properties is required in order to affect protection of existing facilities, obtain written permission from adjacent property owner to access property for that purpose.
- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
 - 1. Comply with work restrictions specified in Section 01 10 00 "Summary."
- C. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas occupied by Owner from fumes and noise.
 - 1. Construct dustproof partitions with gypsum wallboard with joints taped on occupied side, and fire-retardant-treated plywood on construction operations side.
 - 2. Construct dustproof partitions with two layers of 6-mil (0.14-mm) polyethylene sheet on each side. Cover floor with two layers of 6-mil (0.14-mm) polyethylene sheet, extending sheets 18 inches (460 mm) up the sidewalls. Overlap and tape full length of joints. Cover floor with fire-retardant-treated plywood.
 - a. Construct vestibule and airlock at each entrance through temporary partition with not less than 48 inches (1219 mm) between doors. Maintain water-dampened foot mats in vestibule.
 - 3. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
 - 4. Insulate partitions to control noise transmission to occupied areas.
 - 5. Seal joints and perimeter. Equip partitions with gasketed dustproof doors and security locks where openings are required.
 - 6. Protect air-handling equipment.
 - 7. Provide walk-off mats at each entrance through temporary partition.

- D. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire-prevention program.
 - 1. Prohibit smoking in construction areas. Comply with additional limits on smoking specified in other Sections.
 - 2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
 - 3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.
 - 4. Provide temporary standpipes and hoses for fire protection. Hang hoses with a warning sign stating that hoses are for fire-protection purposes only and are not to be removed. Match hose size with outlet size and equip with suitable nozzles.

3.6 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 - 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
 - 2. Remove temporary roads and paved areas not intended for or acceptable for integration into permanent construction. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil. Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant materials or lawns. Repair or replace street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.
 - 3. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 01 77 00 "Closeout Procedures."

END OF SECTION 01 50 00

SECTION 017310 - CUTTING AND PATCHING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes procedural requirements for cutting and patching.
- B. Related Sections include the following:
 - 1. Division 1 Section "Selective Demolition" for demolition of selected portions of the building for alterations.
 - 2. Divisions 2 through 16 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
 - a. Requirements in this Section apply to mechanical and electrical installations. Refer to Divisions 22, 23 & 26 Sections for other requirements and limitations applicable to cutting and patching mechanical and electrical installations.

1.3 DEFINITIONS

- A. Cutting: Removal of existing construction necessary to permit installation or performance of other Work.
- B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 SUBMITTALS

- A. Cutting and Patching Proposal: Submit a proposal describing procedures at least 10 days before the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
 - 1. Extent: Describe cutting and patching, show how they will be performed, and indicate why they cannot be avoided.
 - 2. Changes to Existing Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building's appearance and other significant visual elements.
 - 3. Products: List products to be used and firms or entities that will perform the Work.
 - 4. Dates: Indicate when cutting and patching will be performed.

5. Utilities: List utilities that cutting and patching procedures will disturb or affect. List utilities that will be relocated and those that will be temporarily out of service. Indicate how long service will be disrupted.
6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
7. Architect's Approval: Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.

1.5 QUALITY ASSURANCE

- A. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or load-deflection ratio.
- B. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
 1. Primary operational systems and equipment.
 2. Air or smoke barriers.
 3. Fire-protection systems.
 4. Control systems.
 5. Communication systems.
 6. Conveying systems.
 7. Electrical wiring systems.
 8. Operating systems of special construction in Division 13 Sections.
- C. Miscellaneous Elements: Do not cut and patch the following elements or related components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
 1. Water, moisture, or vapor barriers.
 2. Membranes and flashings.
 3. Exterior curtain-wall construction.
 4. Equipment supports.
 5. Piping, ductwork, vessels, and equipment.
 6. Noise- and vibration-control elements and systems.
- D. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
 1. If possible, retain original Installer or fabricator to cut and patch exposed Work listed below. If it is impossible to engage original Installer or fabricator, engage another recognized, experienced, and specialized firm.

- a. Processed concrete finishes.
 - b. Stonework and stone masonry.
 - c. Ornamental metal.
 - d. Matched-veneer woodwork.
 - e. Preformed metal panels.
 - f. Roofing.
 - g. Firestopping.
 - h. Window wall system.
 - i. Stucco and ornamental plaster.
 - j. Terrazzo.
 - k. Finished wood flooring.
 - l. Fluid-applied flooring.
 - m. Aggregate wall coating.
 - n. Wall covering.
 - o. HVAC enclosures, cabinets, or covers.
- E. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.
- F. Prevent movement or settlement of adjacent elements of construction. Provide and place bracing or shoring and be responsible for safety and support of structure. Be liable for any such movement or settlement and any damage or injury caused.

1.6 WARRANTY

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

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections of these Specifications.
- B. Existing Materials: Use materials identical to existing materials. For exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of existing materials.

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 PREPARATION

- A. Temporary Support: Provide temporary support of Work to be cut.
- B. Protection: Protect existing construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- C. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
- D. Existing Services: Where existing services are required to be removed, relocated, or abandoned, bypass such services before cutting to minimize interruption of services to occupied areas.

3.3 PERFORMANCE

- A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut existing construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Cutting: Cut existing construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Existing Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Excavating and Backfilling: Comply with requirements in applicable Division 2 Sections where required by cutting and patching operations.

5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 6. Proceed with patching after construction operations requiring cutting are complete.
- C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.
 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove existing floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 4. Ceilings: Patch, repair, or rehang existing ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
- D. Cease operations and notify the Architect immediately, if safety of structure appears to be endangered. Take all precautions to properly support structure. Do not resume operations until permission is granted by the Architect and authorities having jurisdiction.

END OF SECTION 017310

SECTION 01 77 00 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for Contract closeout, including, but not limited to, the following:
 - 1. Substantial Completion procedures.
 - 2. Final completion procedures.
 - 3. Warranties.
 - 4. Final cleaning.
- B. Related Requirements:
 - 1. Section 01 29 00 "Payment Procedures" for requirements for Applications for Payment for Substantial Completion and Final Completion.
 - 2. Section 01 78 23 "Operation and Maintenance Data" for additional operation and maintenance manual requirements.
 - 3. Section 01 78 39 "Project Record Documents" for submitting Record Drawings, Record Specifications, and Record Product Data.
 - 4. Section 01 79 00 "Demonstration and Training" for requirements to train the Owner's maintenance personnel to adjust, operate, and maintain products, equipment, and systems.

1.3 DEFINITIONS

- A. List of Incomplete Items: Contractor-prepared list of items to be completed or corrected, prepared for the Architect's use prior to Architect's inspection, to determine if the Work is substantially complete.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of cleaning agent.
- B. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- C. Certified List of Incomplete Items: Final submittal at Final Completion.

1.5 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.
- C. Field Report: For pest-control inspection.

1.6 MAINTENANCE MATERIAL SUBMITTALS

- A. Schedule of Maintenance Material Items: For maintenance material submittal items required by other Sections.

1.7 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's "punch list"), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following a minimum of five (5) days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
 - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction, permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 2. Submit closeout submittals specified in other Division 01 Sections, including Project Record Documents, operation and maintenance manuals, damage or settlement surveys, property surveys, and similar final record information.
 - 3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number.
 - a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Owner's signature for receipt of submittals.
 - 5. Submit testing, adjusting, and balancing records.
 - 6. Submit sustainable design submittals not previously submitted.
 - 7. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of five (5) days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Advise Owner of pending insurance changeover requirements.
2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
3. Complete startup and testing of systems and equipment.
4. Perform preventive maintenance on equipment used prior to Substantial Completion.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Section 01 79 00 "Demonstration and Training."
6. Advise Owner of changeover in utility services.
7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
9. Complete final cleaning requirements.
10. Touch up paint and otherwise repair and restore marred exposed finishes to eliminate visual defects.

D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of ten (10) days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

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

1.8 FINAL COMPLETION PROCEDURES

A. Submittals Prior to Final Completion: Before requesting final inspection for determining Final Completion, complete the following:

1. Submit a final Application for Payment in accordance with Section 01 29 00 "Payment Procedures."
2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report.
5. Submit Final Completion photographic documentation.

B. Inspection: Submit a written request for final inspection to determine acceptance a minimum of 10 days prior to date the Work will be completed and ready for final inspection and tests. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection

or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.9 LIST OF INCOMPLETE ITEMS

A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.

1. Organize list of spaces in sequential order,, listed by room or space number.
2. Organize items applying to each space by major element, including categories for ceilings, individual walls, floors, equipment, and building systems.
3. Include the following information at the top of each page:
 - a. Project name.
 - b. Date.
 - c. Name of Architect.
 - d. Name of Contractor.
 - e. Page number.
4. Submit list of incomplete items in the following format:
 - a. PDF Electronic File: Architect will return annotated file.

1.10 SUBMITTAL OF PROJECT WARRANTIES

A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where warranties are indicated to commence on dates other than date of Substantial Completion, or when delay in submittal of warranties might limit Owner's rights under warranty.

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

C. Warranty Electronic File: Provide warranties and bonds in PDF format. Assemble complete warranty and bond submittal package into a single electronic PDF file with bookmarks enabling navigation to each item. Provide bookmarked table of contents at beginning of document.

1. Submit on digital media acceptable to Architect by email to Architect.

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

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.
 - 1. Use cleaning products that comply with Green Seal's GS-37, or if GS-37 is not applicable, use products that comply with the California Code of Regulations maximum allowable VOC levels.

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
 - 1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for entire Project or for a designated portion of Project:
 - a. Clean Project site of rubbish, waste material, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are not planted, mulched, or paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.
 - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited-access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Clean flooring, removing debris, dirt, and staining; clean according to manufacturer's recommendations.
 - i. Vacuum and mop concrete.
 - j. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.

- k. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - l. Remove labels that are not permanent.
 - m. Wipe surfaces of mechanical and electrical equipment[, **elevator equipment**,] and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - n. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 - o. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - p. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
 - 1) Clean HVAC system in compliance with NADCA ACR. Provide written report on completion of cleaning.
 - q. Clean luminaires, lamps, globes, and reflectors to function with full efficiency.
 - r. Clean strainers.
 - s. Leave Project clean and ready for occupancy.
- C. Pest Control: Comply with pest control requirements in Section 01 50 00 "Temporary Facilities and Controls." Prepare written report.
- D. Construction Waste Disposal: Comply with waste-disposal requirements in Section 01 50 00 "Temporary Facilities and Controls."

3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations required by Section 01 73 00 "Execution" before requesting inspection for determination of Substantial Completion.

END OF SECTION 01 77 00

SECTION 01 78 23 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:
 - 1. Operation and maintenance documentation directory manuals.
 - 2. Emergency manuals.
 - 3. Systems and equipment operation manuals.
 - 4. Systems and equipment maintenance manuals.
 - 5. Product maintenance manuals.
- B. Related Requirements:
 - 1. Section 01 33 00 "Submittal Procedures" for submitting copies of submittals for operation and maintenance manuals.

1.3 DEFINITIONS

- A. System: An organized collection of parts, equipment, or subsystems united by regular interaction.
- B. Subsystem: A portion of a system with characteristics similar to a system.

1.4 CLOSEOUT SUBMITTALS

- A. Submit operation and maintenance manuals indicated. Provide content for each manual as specified in individual Specification Sections, and as reviewed and approved at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.
 - 1. Architect will comment on whether content of operation and maintenance submittals is acceptable.
 - 2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

- B. Format: Submit operation and maintenance manuals in the following format:
 - 1. Submit by uploading to web-based project software site. Enable reviewer comments on draft submittals.
- C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect will comment on whether general scope and content of manual are acceptable.
- D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect will return copy with comments.
 - 1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's comments and prior to commencing demonstration and training.
- E. Comply with Section 01 77 00 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

1.5 FORMAT OF OPERATION AND MAINTENANCE MANUALS

- A. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.
 - 1. Electronic Files: Use electronic files prepared by manufacturer where available. Where scanning of paper documents is required, configure scanned file for minimum readable file size.
 - 2. File Names and Bookmarks: Bookmark individual documents based on file names. Name document files to correspond to system, subsystem, and equipment names used in manual directory and table of contents. Group documents for each system and subsystem into individual composite bookmarked files, then create composite manual, so that resulting bookmarks reflect the system, subsystem, and equipment names in a readily navigated file tree. Configure electronic manual to display bookmark panel on opening file.

1.6 SYSTEMS AND EQUIPMENT OPERATION MANUALS

- A. Systems and Equipment Operation Manual: Assemble a complete set of data indicating operation of each system, subsystem, and piece of equipment not part of a system. Include information required for daily operation and management, operating standards, and routine and special operating procedures.
 - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
 - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- B. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:

1. System, subsystem, and equipment descriptions. Use designations for systems and equipment indicated on Contract Documents.
2. Performance and design criteria if Contractor has delegated design responsibility.
3. Operating standards.
4. Operating procedures.
5. Operating logs.
6. Wiring diagrams.
7. Control diagrams.
8. Piped system diagrams.
9. Precautions against improper use.
10. License requirements including inspection and renewal dates.

C. Descriptions: Include the following:

1. Product name and model number. Use designations for products indicated on Contract Documents.
2. Manufacturer's name.
3. Equipment identification with serial number of each component.
4. Equipment function.
5. Operating characteristics.
6. Limiting conditions.
7. Performance curves.
8. Engineering data and tests.
9. Complete nomenclature and number of replacement parts.

D. Operating Procedures: Include the following, as applicable:

1. Startup procedures.
2. Equipment or system break-in procedures.
3. Routine and normal operating instructions.
4. Regulation and control procedures.
5. Instructions on stopping.
6. Normal shutdown instructions.
7. Seasonal and weekend operating instructions.
8. Required sequences for electric or electronic systems.
9. Special operating instructions and procedures.

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

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

1.7 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

- A. Systems and Equipment Maintenance Manuals: Assemble a complete set of data indicating maintenance of each system, subsystem, and piece of equipment not part of a system. Include manufacturers' maintenance documentation, preventive maintenance procedures and frequency, repair procedures, wiring and systems diagrams, lists of spare parts, and warranty information.

1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- B. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranties and bonds as described below.
- C. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.
- D. Manufacturers' Maintenance Documentation: Include the following information for each component part or piece of equipment:
1. Standard maintenance instructions and bulletins; include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.
 - a. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
 2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
 3. Identification and nomenclature of parts and components.
 4. List of items recommended to be stocked as spare parts.
- E. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:
1. Test and inspection instructions.
 2. Troubleshooting guide.
 3. Precautions against improper maintenance.
 4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 5. Aligning, adjusting, and checking instructions.
 6. Demonstration and training video recording, if available.
- F. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.
1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.

2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.
- G. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.
- H. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.
- I. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
 1. Include procedures to follow and required notifications for warranty claims.
- J. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.
 1. Do not use original project record documents as part of maintenance manuals.

1.8 PRODUCT MAINTENANCE MANUALS

- A. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.
- B. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.
- C. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual and drawing or schedule designation or identifier where applicable.
- D. Product Information: Include the following, as applicable:
 1. Product name and model number.
 2. Manufacturer's name.
 3. Color, pattern, and texture.
 4. Material and chemical composition.
 5. Reordering information for specially manufactured products.
- E. Maintenance Procedures: Include manufacturer's written recommendations and the following:
 1. Inspection procedures.
 2. Types of cleaning agents to be used and methods of cleaning.
 3. List of cleaning agents and methods of cleaning detrimental to product.

4. Schedule for routine cleaning and maintenance.
 5. Repair instructions.
- F. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.
- G. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.
1. Include procedures to follow and required notifications for warranty claims.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01 78 23

SECTION 01 78 39 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for project record documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
 - 4. Miscellaneous record submittals.
- B. Related Requirements:
 - 1. Section 01 77 00 "Closeout Procedures" for general closeout procedures.
 - 2. Section 01 78 23 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.3 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Number of Copies: Submit one set(s) of marked-up record prints.
 - 2. Number of Copies: Submit copies of record Drawings as follows:
 - a. Initial Submittal:
 - 1) Submit PDF electronic files of scanned record prints and one of file prints.
 - 2) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
 - b. Final Submittal:
 - 1) Submit record digital data file.
 - 2) Plot each drawing file, whether or not changes and additional information were recorded.

1.4 RECORD DRAWINGS

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

3. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
 4. Refer instances of uncertainty to Architect for resolution.
 5. Architect will furnish Contractor with one set of digital data files of the Contract Drawings for use in recording information.
 - a. See Section 01 31 00 "Project Management and Coordination" for requirements related to use of Architect's digital data files.
 - b. Architect will provide data file layer information. Record markups in separate layers.
- C. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.
1. Record Prints: Organize record prints into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
 2. Format: Annotated PDF electronic file with comment function enabled.
 3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
 4. Identification: As follows:
 - a. Project name.
 - b. Date.
 - c. Designation "PROJECT RECORD DRAWINGS."
 - d. Name of Architect.
 - e. Name of Contractor.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 01 78 39

SECTION 01 79 00 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes administrative and procedural requirements for instructing Owner's personnel, including the following:
 - 1. Instruction in operation and maintenance of systems, subsystems, and equipment.

1.3 INFORMATIONAL SUBMITTALS

- A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.
 - 1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.
- B. Attendance Record: For each training module, submit list of participants and length of instruction time.
- C. Evaluations: For each participant and for each training module, submit results and documentation of performance-based test.

1.4 CLOSEOUT SUBMITTALS

- 1. Transcript: Prepared and bound in format matching operation and maintenance manuals. Mark appropriate identification on front and spine of each binder. Include a cover sheet with same label information as the corresponding video recording. Include name of Project and date of video recording on each page.
- 2. Transcript: Prepared in PDF electronic format. Include a cover sheet with same label information as the corresponding video recording and a table of contents with links to corresponding training components. Include name of Project and date of video recording on each page.
- 3. At completion of training, submit complete training manual(s) for Owner's use prepared in same PDF file format required for operation and maintenance manuals specified in Section 01 78 23 "Operation and Maintenance Data."

1.5 QUALITY ASSURANCE

- A. Facilitator Qualifications: A firm or individual experienced in training or educating maintenance personnel in a training program similar in content and extent to that indicated for this Project, and whose work has resulted in training or education with a record of successful learning performance.

1.6 COORDINATION

- A. 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.
- B. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.
- C. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data have been reviewed and approved by Architect.

1.7 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
 - 1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
 - a. System, subsystem, and equipment descriptions.
 - b. Performance and design criteria if Contractor is delegated design responsibility.
 - c. Operating standards.
 - d. Regulatory requirements.
 - e. Equipment function.
 - f. Operating characteristics.
 - g. Limiting conditions.
 - h. Performance curves.
 - 2. Documentation: Review the following items in detail:
 - a. Emergency manuals.
 - b. Systems and equipment operation manuals.
 - c. Systems and equipment maintenance manuals.
 - d. Product maintenance manuals.
 - e. Project Record Documents.
 - f. Identification systems.

- g. Warranties and bonds.
 - h. Maintenance service agreements and similar continuing commitments.
3. Emergencies: Include the following, as applicable:
- a. Instructions on meaning of warnings, trouble indications, and error messages.
 - b. Instructions on stopping.
 - c. Shutdown instructions for each type of emergency.
 - d. Operating instructions for conditions outside of normal operating limits.
 - e. Sequences for electric or electronic systems.
 - f. Special operating instructions and procedures.
4. Operations: Include the following, as applicable:
- a. Startup procedures.
 - b. Equipment or system break-in procedures.
 - c. Routine and normal operating instructions.
 - d. Regulation and control procedures.
 - e. Control sequences.
 - f. Safety procedures.
 - g. Instructions on stopping.
 - h. Normal shutdown instructions.
 - i. Operating procedures for emergencies.
 - j. Operating procedures for system, subsystem, or equipment failure.
 - k. Seasonal and weekend operating instructions.
 - l. Required sequences for electric or electronic systems.
 - m. Special operating instructions and procedures.
5. Adjustments: Include the following:
- a. Alignments.
 - b. Checking adjustments.
 - c. Noise and vibration adjustments.
 - d. Economy and efficiency adjustments.
6. Troubleshooting: Include the following:
- a. Diagnostic instructions.
 - b. Test and inspection procedures.
7. Maintenance: Include the following:
- a. Inspection procedures.
 - b. Types of cleaning agents to be used and methods of cleaning.
 - c. List of cleaning agents and methods of cleaning detrimental to product.
 - d. Procedures for routine cleaning.
 - e. Procedures for preventive maintenance.
 - f. Procedures for routine maintenance.
 - g. Instruction on use of special tools.

8. Repairs: Include the following:
 - a. Diagnosis instructions.
 - b. Repair instructions.
 - c. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 - d. Instructions for identifying parts and components.
 - e. Review of spare parts needed for operation and maintenance.

1.8 PREPARATION

- A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 01 78 23 "Operation and Maintenance Data."
- B. Set up instructional equipment at instruction location.

1.9 INSTRUCTION

- A. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and Owner for number of participants, instruction times, and location.
- B. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.
 1. Architect will furnish an instructor to describe basis of system design, operational requirements, criteria, and regulatory requirements.
 2. Owner will furnish an instructor to describe Owner's operational philosophy.
 3. Owner will furnish Contractor with names and positions of participants.
- C. Scheduling: Provide instruction at mutually agreed-on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.
 1. Schedule training with Owner with at least seven days' advance notice.
- D. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.
- E. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of a demonstration performance-based test.
- F. Cleanup: Collect used and leftover educational materials and remove from Project site. Remove instructional equipment. Restore systems and equipment to condition existing before initial training use.

PART 2 - PRODUCTS

PART 3 - EXECUTION

END OF SECTION 01 79 00

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 SUMMARY

- A. This Section includes the following:
 - 1. Demolition and removal of selected portions of a building.
 - 2. Patching and repairs.

1.2 DEFINITIONS

- A. Remove: Remove and legally dispose of items except those indicated to be reinstalled, salvaged, or to remain the Owner's property.
- B. Remove and Salvage: Detach items from existing construction and deliver them to Owner.
- C. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.
- D. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled.

1.3 PERFORMANCE REQUIREMENTS

- A. Design, furnish, install, monitor, and maintain temporary shoring, support and protection systems capable of supporting existing structure and construction loads.
 - 1. Provide professional engineering services needed to assume engineering responsibility, including preparation of Shop Drawings and a comprehensive engineering analysis by a qualified professional engineer.
 - 2. Install temporary shoring, support and protection systems without damaging existing buildings, pavements, and other improvements adjacent to demolition area.

1.4 SUBMITTALS

- A. Shop Drawings for Information: Prepared by or under the supervision of a qualified professional engineer for temporary shoring, support and protection systems.
 - 1. Include Shop Drawings signed and sealed by the qualified professional engineer responsible for their preparation.
- B. Proposed Dust-Control and Noise-Control Measures: Submit statement or drawing that indicates the measures proposed for use, proposed locations, and proposed time frame for their operation. Identify options if proposed measures are later determined to be inadequate.
- C. Schedule of Selective Demolition Activities: Indicate the following:
 - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity.
 - 2. Interruption of utility services. Indicate how long utility services will be interrupted.
 - 3. Coordination for shutoff, capping, and continuation of utility services.
 - 4. Use of elevator and stairs.
 - 5. Detailed sequence of selective demolition and removal work to ensure uninterrupted progress of Owner's on-site operations.
 - 6. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.

7. Locations of temporary partitions and means of egress.

1.5 QUALITY ASSURANCE

- A. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.
- B. Regulatory Requirements: Comply with governing EPA notification regulations before starting selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- C. Predemolition Conference: Conduct conference at Project site to comply with requirements in Division 1 Section "Project Management and Coordination." Review methods and procedures related to selective demolition including, but not limited to, the following:
 1. Inspect and discuss condition of construction to be selectively demolished.
 2. Review structural load limitations of existing structure.
 3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
 4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.

1.6 PROJECT CONDITIONS

- A. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- B. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- C. Hazardous Materials:
 1. Hazardous materials will be removed by Owner before start of the Work.
 2. If materials suspected of containing hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Owner will remove hazardous materials under a separate contract.
- D. Storage or sale of removed items or materials on-site is not permitted.
- E. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
 1. Maintain fire-protection facilities in service during selective demolition operations.

1.7 WARRANTY

- A. Existing Special Warranty: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials so as not to void existing warranties.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped.

- B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- C. Inventory and record the condition of items to be removed and reinstalled and items to be removed and salvaged.
- D. When unanticipated mechanical, electrical, or structural elements that conflict with the intended function or design are encountered, investigate and measure the nature and extent of the conflict. Promptly submit a written report to the Architect.
- E. Perform surveys as the Work progresses to detect hazards resulting from selective demolition activities.

3.2 UTILITY SERVICES

- A. Existing Services/Systems: Maintain services/systems indicated to remain and protect them against damage during selective demolition operations.
 - 1. Comply with requirements for existing services/systems interruptions specified in Division 1 Section "Summary."
 - 2. Provide not less than 72 hours' notice to Owner if shutdown of service is required during changeover.
- B. Service/System Requirements: Locate, identify, disconnect, and seal or cap off indicated utility services and mechanical/electrical systems serving areas to be selectively demolished.
 - 1. Owner will arrange to shut off indicated utilities when requested by Contractor.
 - 2. Arrange to shut off indicated utilities with utility companies.
 - 3. Where utility services are required to be removed, relocated, or abandoned, provide bypass connections to maintain continuity of service to other parts of the building before proceeding with selective demolition.
 - 4. Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal the remaining portion of pipe or conduit after bypassing.
 - a. Where entire wall is to be removed, existing services/systems may be removed with removal of the wall.

3.3 PREPARATION

- A. Site Access and Temporary Controls: Conduct selective demolition and debris-removal operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1. Comply with requirements for access and protection specified in Division 1 Section "Temporary Facilities and Controls."
- B. Temporary Facilities: Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
 - 3. Protect walls, ceilings, floors, and other existing finish work that are to remain or that are exposed during selective demolition operations.
 - 4. Cover and protect furniture, furnishings, and equipment that have not been removed.

5. Comply with requirements for temporary enclosures, dust control, heating, and cooling specified in Division 1 Section "Temporary Facilities and Controls."

- C. Temporary Shoring: Provide and maintain shoring, bracing, and structural supports as required to preserve stability and prevent movement, settlement, or collapse of construction and finishes to remain, and to prevent unexpected or uncontrolled movement or collapse of construction being demolished.
 1. Strengthen or add new supports when required during progress of selective demolition.

3.4 SELECTIVE DEMOLITION, GENERAL

- A. Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete Work within limitations of governing regulations and as follows:
 1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition work above each floor or tier before disturbing supporting members on lower levels.
 2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. To minimize disturbance of adjacent surfaces, use hand or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
 3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
 5. Maintain adequate ventilation when using cutting torches.
 6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
 7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
 8. Locate selective demolition equipment throughout the structure and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
 9. Dispose of demolished items and materials promptly.
- B. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by Architect, items may be removed to a suitable, protected storage location during selective demolition and cleaned and reinstalled in their original locations after selective demolition operations are complete.

3.5 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in small sections. Cut concrete to a depth of at least **3/4 inch (19 mm)** at junctures with construction to remain, using power-driven saw. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete indicated for selective demolition. Neatly trim openings to dimensions indicated.
- B. Concrete: Demolish in sections. Cut concrete full depth at junctures with construction to remain and at regular intervals, using power-driven saw, then remove concrete between saw cuts.

- C. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, then remove masonry between saw cuts.
- D. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, then break up and remove.
- E. Resilient Floor Coverings: Remove floor coverings and adhesive according to recommendations in RFCI-WP and its Addendum.
 - 1. Remove residual adhesive and prepare substrate for new floor coverings by one of the methods recommended by RFCI.
- F. Roofing: Remove no more existing roofing than can be covered in one day by new roofing and so that building interior remains watertight and weathertight. Refer to Division 7 Sections for new roofing requirements.
 - 1. Remove existing roof membrane, flashings, copings, and roof accessories.
 - 2. Remove existing roofing metal edge flashings.
 - 3. Existing roofing wood nailers shall remain in place.
 - 4. Existing roof rigid insulation shall remain in place; remove insulation in designated areas only.
- G. Air-Conditioning Equipment: Remove equipment without releasing refrigerants.

3.6 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to be recycled, reused, salvaged, reinstalled, or otherwise indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.
 - 1. Do not allow demolished materials to accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
 - 3. Remove debris from elevated portions of building by chute, hoist, or other device that will convey debris to grade level in a controlled descent.
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.
- D. Enter into a contract for the transportation and disposal of all solid waste in accordance with the applicable State, Local and Federal regulations.

3.7 CLEANING

- A. Sweep the building broom clean on completion of selective demolition operation.
- B. Change filters on air-handling equipment on completion of selective demolition operations.

END OF SECTION 024119

SECTION 078413 - PENETRATION FIRESTOPPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes, unless specified elsewhere, through-penetration firestop systems for penetrations through fire-resistance-rated constructions, including both empty openings and openings containing penetrating items.
 - 1. Provide one (1) hour rating for all wall penetrations.
 - 2. Provide two (2) hour rating for all attic floor penetrations.
 - 3. Provide two (2) hour rating for all penetrations not within masonry chases.
- B. Related Sections include the following:
 - 1. Division 07 Section "Fire-Resistive Joint Systems."
 - 2. Division 21 Sections specifying fire-suppression piping penetrations.
 - 3. Division 22 and 23 Sections specifying duct and piping penetrations.
 - 4. Division 26, 27, and 28 Sections specifying cable and conduit penetrations.

1.3 PERFORMANCE REQUIREMENTS

- A. General: For penetrations through fire-resistance-rated constructions, including both empty openings and openings containing penetrating items, provide through-penetration firestop systems that are produced and installed to resist spread of fire according to requirements indicated, resist passage of smoke and other gases, and maintain original fire-resistance rating of construction penetrated.
- B. Rated Systems: Provide through-penetration firestop systems with the following ratings determined per ASTM E 814 or UL 1479:
 - 1. F-Rated Systems: Provide through-penetration firestop systems with F-ratings indicated, but not less than that equaling or exceeding fire-resistance rating of constructions penetrated.
 - 2. T-Rated Systems: For the following conditions, provide through-penetration firestop systems with T-ratings indicated, as well as F-ratings, where systems protect penetrating items exposed to potential contact with adjacent materials in occupiable floor areas:
 - a. Penetrations located outside wall cavities.
 - b. Penetrations located outside fire-resistance-rated shaft enclosures.

3. L-Rated Systems: Provide through-penetration firestop systems with L-ratings of not more than **3.0 cfm/sq. ft** at both ambient temperatures and **400 deg F**.
- C. For through-penetration firestop systems exposed to view, traffic, moisture, and physical damage, provide products that, after curing, do not deteriorate when exposed to these conditions both during and after construction.
 1. For piping penetrations for plumbing and wet-pipe sprinkler systems, provide moisture-resistant through-penetration firestop systems.
 2. For floor penetrations with annular spaces exceeding **4 inches** in width and exposed to possible loading and traffic, provide firestop systems capable of supporting floor loads involved, either by installing floor plates or by other means.
 3. For penetrations involving insulated piping, provide through-penetration firestop systems not requiring removal of insulation.
- D. For through-penetration firestop systems exposed to view, provide products with flame-spread and smoke-developed indexes of less than 25 and 450, respectively, as determined per ASTM E 84.

1.4 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Shop Drawings: For each through-penetration firestop system, show each type of construction condition penetrated, relationships to adjoining construction, and type of penetrating item. Include firestop design designation of qualified testing and inspecting agency that evidences compliance with requirements for each condition indicated.
 1. Submit documentation, including illustrations, from a qualified testing and inspecting agency that is applicable to each through-penetration firestop system configuration for construction and penetrating items.
 2. Where Project conditions require modification to a qualified testing and inspecting agency's illustration for a particular through-penetration firestop condition, submit illustration, with modifications marked, approved by through-penetration firestop system manufacturer's fire-protection engineer as an engineering judgment or equivalent fire-resistance-rated assembly.
- C. Through-Penetration Firestop System Schedule: Indicate locations of each through-penetration firestop system, along with the following information:
 1. Types of penetrating items.
 2. Types of constructions penetrated, including fire-resistance ratings and, where applicable, thicknesses of construction penetrated.
 3. Through-penetration firestop systems for each location identified by firestop design designation of qualified testing and inspecting agency.
- D. Qualification Data: For Installer.
- E. Product Certificates: For through-penetration firestop system products, signed by product manufacturer.

- F. Product Test Reports: From a qualified testing agency indicating through-penetration firestop system complies with requirements, based on comprehensive testing of current products.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: A firm experienced in installing through-penetration firestop systems similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful performance. Qualifications include having the necessary experience, staff, and training to install manufacturer's products per specified requirements. Manufacturer's willingness to sell its through-penetration firestop system products to Contractor or to Installer engaged by Contractor does not in itself confer qualification on buyer.
- B. Fire-Test-Response Characteristics: Provide through-penetration firestop systems that comply with the following requirements and those specified in Part 1 "Performance Requirements" Article:
 - 1. Firestopping tests are performed by a qualified testing and inspecting agency. A qualified testing and inspecting agency is UL or another agency performing testing and follow-up inspection services for firestop systems acceptable to authorities having jurisdiction.
 - 2. Through-penetration firestop systems are identical to those tested per testing standard referenced in "Part 1 Performance Requirements" Article. Provide rated systems complying with the following requirements:
 - a. Through-penetration firestop system products bear classification marking of qualified testing and inspecting agency.
 - b. Through-penetration firestop systems correspond to those indicated by reference to through-penetration firestop system designations listed by the following:
 - 1) UL in its "Fire Resistance Directory."
- C. Pre-installation Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination."
- D. Special Inspections: Allow for 1 of each type of firestopping system to be removed and inspected for conformance with approved submittals. All firestopping shall be inspected prior to the installation of ceilings.
- E. Above Ceiling review: Prior to the installation of ceilings, a review of construction completion shall be conducted for firestopping and other items that will not be visible when the ceilings have been installed.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver through-penetration firestop system products to Project site in original, unopened containers or packages with intact and legible manufacturers' labels identifying product and manufacturer, date of manufacture, lot number, shelf life if applicable, qualified testing and inspecting agency's classification marking applicable to Project, curing time, and mixing instructions for multi-component materials.

- B. Store and handle materials for through-penetration firestop systems to prevent their deterioration or damage due to moisture, temperature changes, contaminants, or other causes.

1.7 PROJECT CONDITIONS

- A. Environmental Limitations: Do not install through-penetration firestop systems when ambient or substrate temperatures are outside limits permitted by through-penetration firestop system manufacturers or when substrates are wet due to rain, frost, condensation, or other causes.
- B. Ventilate through-penetration firestop systems per manufacturer's written instructions by natural means or, where this is inadequate, forced-air circulation.

1.8 COORDINATION

- A. Coordinate construction of openings and penetrating items to ensure that through-penetration firestop systems are installed according to specified requirements.
- B. Coordinate sizing of sleeves, openings, core-drilled holes, or cut openings to accommodate through-penetration firestop systems.
- C. Notify Owner's inspecting agency at least seven days in advance of through-penetration firestop system installations; confirm dates and times on days preceding each series of installations.
- D. Do not cover up through-penetration firestop system installations that will become concealed behind other construction until each installation has been examined by building inspector, if required by authorities having jurisdiction.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Available Products: Subject to compliance with requirements, through-penetration firestop systems that may be incorporated into the Work include those systems indicated that are produced by one of the following manufacturers:
 - 1. Grace, W. R. & Co. - Conn.
 - 2. Hilti, Inc.
 - 3. Nelson Firestop Products.
 - 4. RectorSeal Corporation (The).
 - 5. Specified Technologies Inc.
 - 6. 3M; Fire Protection Products Division.
 - 7. Tremco; Sealant/Weatherproofing Division.
 - 8. USG Corporation.

2.2 FIRESTOPPING, GENERAL

- A. Compatibility: Provide through-penetration firestop systems that are compatible with one another; with the substrates forming openings; and with the items, if any, penetrating through-

penetration firestop systems, under conditions of service and application, as demonstrated by through-penetration firestop system manufacturer based on testing and field experience.

- B. Accessories: Provide components for each through-penetration firestop system that are needed to install fill materials and to comply with Part 1 "Performance Requirements" Article. Use only components specified by through-penetration firestop system manufacturer and approved by qualified testing and inspecting agency for firestop systems indicated. Accessories include, but are not limited to, the following items:
 - 1. Permanent forming/damming/backing materials, including the following:
 - a. Slag-/rock-wool-fiber insulation.
 - b. Sealants used in combination with other forming/damming/backing materials to prevent leakage of fill materials in liquid state.
 - c. Fire-rated form board.
 - d. Fillers for sealants.
 - 2. Temporary forming materials.
 - 3. Substrate primers.
 - 4. Collars.
 - 5. Steel sleeves.
- C. Maximum VOC Content: 250 g/l.

2.3 FILL MATERIALS

- A. General: Provide through-penetration firestop systems containing the types of fill materials as required by UL approved Through-Penetration Firestop System. Fill materials are those referred to in directories of the referenced testing and inspecting agencies as fill, void, or cavity materials.
- B. Cast-in-Place Firestop Devices: Factory-assembled devices for use in cast-in-place concrete floors and consisting of an outer metallic sleeve lined with an intumescent strip, a radial extended flange attached to one end of the sleeve for fastening to concrete formwork, and a neoprene gasket.
- C. Latex Sealants: Single-component latex formulations that after cure do not re-emulsify during exposure to moisture.
- D. Elastomeric Spray: Single component, water-based elastomeric compound.
- E. Firestop Devices: Factory-assembled collars formed from galvanized steel and lined with intumescent material sized to fit specific diameter of penetrant.
- F. Intumescent Composite Sheets: Rigid panels consisting of aluminum-foil-faced elastomeric sheet bonded to galvanized steel sheet.
- G. Intumescent Putties: Nonhardening dielectric, water-resistant putties containing no solvents, inorganic fibers, or silicone compounds.
- H. Intumescent Wrap Strips: Single-component intumescent elastomeric sheets with aluminum foil on one side.

- I. Mortars: Prepackaged dry mixes consisting of a blend of inorganic binders, hydraulic cement, fillers, and lightweight aggregate formulated for mixing with water at Project site to form a nonshrinking, homogeneous mortar.
- J. Pillows/Bags: Reusable heat-expanding pillows/bags consisting of glass-fiber cloth cases filled with a combination of mineral-fiber, water-insoluble expansion agents, and fire-retardant additives.
- K. Silicone Foams: Multicomponent, silicone-based liquid elastomers that, when mixed, expand and cure in place to produce a flexible, nonshrinking foam.
- L. Silicone Sealants: Single-component, silicone-based, neutral-curing elastomeric sealants of grade indicated below:
 - 1. Grade: Pourable (self-leveling) formulation for openings in floors and other horizontal surfaces, and nonsag formulation for openings in vertical and other surfaces requiring a nonslumping, gunnable sealant, unless indicated firestop system limits use to nonsag grade for both opening conditions.
 - 2. Grade for Horizontal Surfaces: Pourable (self-leveling) formulation for openings in floors and other horizontal surfaces.
 - 3. Grade for Vertical Surfaces: Nonsag formulation for openings in vertical and other surfaces.
- M. Unfaced, Slag-Wool-/Rock-Wool-Fiber Board Insulation: ASTM C 612, maximum flame-spread and smoke-developed indices of 15 and 0, respectively; passing ASTM E 136 for combustion characteristics; and of the following density, type, thermal resistivity, and fiber color:
 - 1. Nominal density of 4 lb/cu. ft., Types IA and IB, thermal resistivity of 4 deg F x h x sq. ft./Btu x in. at 75 deg F.
 - 2. Color: Natural.
 - 3. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Fibrex Insulations Inc.
 - b. Owens Corning.
 - c. Thermafiber.

2.4 MIXING

- A. For those products requiring mixing before application, comply with through-penetration firestop system manufacturer's written instructions for accurate proportioning of materials, water (if required), type of mixing equipment, selection of mixer speeds, mixing containers, mixing time, and other items or procedures needed to produce products of uniform quality with optimum performance characteristics for application indicated.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and conditions, with Installer present, for compliance with requirements for opening configurations, penetrating items, substrates, and other conditions affecting performance of work.
 - 1. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Surface Cleaning: Clean out openings immediately before installing through-penetration firestop systems to comply with firestop system manufacturer's written instructions and with the following requirements:
 - 1. Remove from surfaces of opening substrates and from penetrating items foreign materials that could interfere with adhesion of through-penetration firestop systems.
 - 2. Clean opening substrates and penetrating items to produce clean, sound surfaces capable of developing optimum bond with through-penetration firestop systems. Remove loose particles remaining from cleaning operation.
 - 3. Remove laitance and form-release agents from concrete.
- B. Priming: Prime substrates where recommended in writing by through-penetration firestop system manufacturer using that manufacturer's recommended products and methods. Confine primers to areas of bond; do not allow spillage and migration onto exposed surfaces.
- C. Masking Tape: Use masking tape to prevent through-penetration firestop systems from contacting adjoining surfaces that will remain exposed on completion of Work and that would otherwise be permanently stained or damaged by such contact or by cleaning methods used to remove smears from firestop system materials. Remove tape as soon as possible without disturbing firestop system's seal with substrates.

3.3 THROUGH-PENETRATION FIRESTOP SYSTEM INSTALLATION

- A. General: Install through-penetration firestop systems to comply with Part 1 "Performance Requirements" Article and with firestop system manufacturer's written installation instructions and published drawings for products and applications indicated.
- B. Install forming/damming/backing materials and other accessories of types required to support fill materials during their application and in the position needed to produce cross-sectional shapes and depths required to achieve fire ratings indicated.
 - 1. After installing fill materials and allowing them to fully cure, remove combustible forming materials and other accessories not indicated as permanent components of firestop systems.
- C. Install fill materials for firestop systems by proven techniques to produce the following results:
 - 1. Fill voids and cavities formed by openings, forming materials, accessories, and penetrating items as required to achieve fire-resistance ratings indicated.

2. Apply materials so they contact and adhere to substrates formed by openings and penetrating items.
3. For fill materials that will remain exposed after completing Work, finish to produce smooth, uniform surfaces that are flush with adjoining finishes.

3.4 IDENTIFICATION

- A. Identify through-penetration firestop systems with preprinted metal or plastic labels. Attach labels permanently to surfaces adjacent to and within **6 inches** of edge of the firestop systems so that labels will be visible to anyone seeking to remove penetrating items or firestop systems. Use mechanical fasteners for metal labels. For plastic labels, use self-adhering type with adhesives capable of permanently bonding labels to surfaces on which labels are placed and, in combination with label material, will result in partial destruction of label if removal is attempted. Include the following information on labels:
 1. The words "Warning - Through-Penetration Firestop System - Do Not Disturb. Notify Building Management of Any Damage."
 2. Contractor's name, address, and phone number.
 3. Through-penetration firestop system designation of applicable testing and inspecting agency.
 4. Date of installation.
 5. Through-penetration firestop system manufacturer's name.
 6. Installer's name.

3.5 FIELD QUALITY CONTROL

- A. Where deficiencies are found, repair or replace through-penetration firestop systems so they comply with requirements.
- B. Proceed with enclosing through-penetration firestop systems with other construction only after inspection reports are issued and firestop installations comply with requirements.
- C. Reinstall firestopping materials that have been removed for inspection.

3.6 CLEANING AND PROTECTING

- A. Clean off excess fill materials adjacent to openings as Work progresses by methods and with cleaning materials that are approved in writing by through-penetration firestop system manufacturers and that do not damage materials in which openings occur.
- B. Provide final protection and maintain conditions during and after installation that ensure that through-penetration firestop systems are without damage or deterioration at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated through-penetration firestop systems immediately and install new materials to produce systems complying with specified requirements.

END OF SECTION 078413

SECTION 090320 - PATCHING OF HISTORIC PLASTER

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes:
 - 1. Patching of wall and ceiling plaster at areas of new work.

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.
 - 1. Review methods and procedures related to historic treatment of plaster including, but not limited to, the following:
 - a. Verify historic treatment specialist's personnel, equipment, and facilities needed to make progress and avoid delays.
 - b. Materials, material application, colors, patterns, and sequencing.
 - c. Fire-protection plan.
 - d. Plasterwork historic treatment program.
 - e. Coordination with building occupants.

1.4 SEQUENCING AND SCHEDULING

- A. Perform historic treatment of plaster in the following sequence, which includes work specified in this and other Sections:
 - 1. Dismantle existing surface-mounted objects and hardware that overlie plaster surfaces except items indicated to remain in place. Tag items with location identification and protect.
 - 2. Verify that temporary protections have been installed.
 - 3. Examine condition of plaster surfaces.
 - 4. Clean plaster surface and remove paint and other finishes to the extent required.
 - 5. Repair and replace existing plaster and supports to the degree required for a uniform, tightly adhered surface on which to paint or apply other finishes.
 - 6. Cure repaired surfaces and allow them to dry for proper finishing.
 - 7. Paint and apply other finishes.
 - 8. Reinstall dismantled surface-mounted objects and hardware unless otherwise indicated.
- 5

1.5 QUALITY ASSURANCE

- A. Historic Treatment Specialist Qualifications: A qualified plastering specialist with expertise in

matching and performing the types of historic plasterwork repairs required.

- B. Plasterwork Historic Treatment Program: Prepare a written, detailed description of materials, methods, equipment, and sequence of operations to be used for historic treatment work and protection of surrounding materials and Project site.
 - 1. If materials and methods other than those indicated are proposed for any phase of historic treatment work, add a written description of such materials and methods, including evidence of successful use on comparable projects, and demonstrations to show their effectiveness for this Project.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Deliver packaged materials to Project site in manufacturer's original and unopened containers, labeled with manufacturer's name and type of products.
- B. Store materials on elevated platforms, under cover, and in a dry location with ambient temperatures continuously maintained at not less than 45 deg F (7 deg C).
- C. Store hydrated lime and factory-prepared lime putty in manufacturer's original and unopened containers. Discard lime if containers have been damaged or have been opened for more than two days.
- D. Store materials not in use in tightly covered containers.
- E. Store lime putty covered with water in sealed containers.
- F. Store sand where grading and other required characteristics can be maintained and contamination avoided.
- G. Handle cast-plaster fabrications to prevent overstressing, chipping, defacement, and other damage.

1.7 FIELD CONDITIONS

- A. Comply with plaster-material manufacturers' written instructions.
- B. Temperatures: Maintain temperatures in work areas at not less than 55 deg F (13 deg C) or greater than 80 deg F (27 deg C) for at least seven days before application of plaster, continuously during application, and for seven days after plaster has set or until plaster has dried.
- C. Conditioning: Acclimatize cast-plaster fabrications to ambient temperature and humidity of spaces in which they are installed. Remove packaging and move units into installation spaces not less than 48 hours before installing them.
- D. Field Measurements: Where cast-plaster fabrications are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication and indicate measurements on Shop Drawings. Coordinate fabrication schedule with construction progress to avoid delaying the Work. E. Avoid conditions that result in plaster drying out too quickly.

1. Distribute heat evenly; prevent concentrated or uneven heat on plaster.
2. Maintain relative humidity levels for prevailing ambient temperature that produce normal drying conditions.
3. Ventilate work areas in a manner that prevents drafts of air from contacting surfaces during plaster application and until plaster is dry.

PART 2 - PRODUCTS

2.1 LIME-PLASTER MATERIALS

- A. Naturally Hydraulic Lime (NHL 2), EN-459 Standard, as provided by one of the following suppliers:
 1. US Heritage Group (Otterbein from Germany) 773-286-2100,
 2. Limeworks US (St. Astier from France) 2215-536-6706,
 3. Historic Building Products (Singleton Birch from the UK) 416-645-0870.
- A. Sand Aggregates: ASTM C 897.
 1. Finish-Coat Sand: Match size, texture, and gradation of existing sand as closely as possible. Blend several sands if necessary to achieve suitable match and wash to remove any clay content.
- B. Fabric Reinforcing: Coarse, open-weave, sackcloth made of natural linen, cotton, hemp, or jute; free of grease and oils; free of grease, waxes, and oils.

2.2 LATH

- A. Metal Lath:
 1. Expanded-Metal Lath: ASTM C 847, cold-rolled carbon-steel sheet, ASTM A 653/A 653M, G60 (Z180), hot-dip galvanized zinc coated.
 - a. Diamond-Mesh Lath: Self-furring, 3.4 lb/sq. yd. (1.8 kg/sq. m).

2.3 TRIM ACCESSORIES

- A. General: According to ASTM C 1063 for lime plaster; coordinate depth of trim and accessories with thicknesses and number of plaster coats required.
- B. Metal Accessories:
 1. Striplath: Fabricated from expanded-metal lath with ASTM A 653/A 653M, G60 (Z180), hot-dip galvanized zinc coating.
 2. Cornerbeads: Fabricated from zinc or zinc-coated (galvanized) steel.
 - a. Small nose cornerbead with expanded flanges reinforced by perforated stiffening rib; use on columns and for finishing unit masonry corners.
 3. Casing Beads: Fabricated from zinc or zinc-coated (galvanized) steel; square-edged style; with expanded flanges.
 4. Control Joints: Fabricated from zinc or zinc-coated (galvanized) steel; one-piece-type, folded pair of unperforated screeds in M-shaped configuration; with perforated flanges and remova-

ble protective tape on plaster face of control joint.

2.4 MISCELLANEOUS MATERIALS

- A. Water for Mixing and Finishing Plaster: Potable and free of substances capable of affecting plaster set or of damaging plaster, lath, or accessories.
- B. Fasteners for Attaching Lath to Substrates:
 - 1. For Lime Plaster: ASTM C 1063.
- C. Wire Ties: ASTM A 641/A 641M, Class 1 zinc coating, soft temper, not less than 0.0475-inch (1.21-mm) diameter, unless otherwise indicated.
- D. Plaster-Stabilization Materials: Acrylic emulsion(s) and related installation products shall have proven effectiveness in reattaching delaminated plaster and shall have been used previously by historic treatment specialist with successful results.
 - 1. Acrylic Emulsion(s), General: Aqueous emulsion(s) of acrylic polymer, adhesive to plaster and plaster substrates, nontoxic, and non-reemulsifiable after curing.
 - 2. Prewet Solution: Low-viscosity acrylic emulsion.
 - 3. Adhesive: Thickened acrylic emulsion; thickener as recommended in writing by resin manufacturer and historic treatment specialist.
- E. Other Products: Select materials and methods of use based on the following, subject to approval of a mockup:
 - 1. Previous effectiveness in performing the work involved.
 - 2. Little possibility of damaging exposed surfaces.
 - 3. Consistency of each application.
 - 4. Uniformity of the resulting overall appearance.
 - 5. Do not use products or tools that could do the following:
 - a. Remove, alter, or in any way harm the present condition or future preservation of existing surfaces, including surrounding surfaces not in contract.
 - b. Leave an unintended residue on surfaces.

PART 3 - EXECUTION

3.1 HISTORIC TREATMENT OF PLASTER, GENERAL

- A. Historic Treatment Appearance Standard: Completed work is to have a uniform appearance as viewed by Architect from building interior at 5 feet (1.5 m) away from surface.
- B. General: In treating historic plaster, disturb it as minimally as possible and as follows unless otherwise indicated:
 - 1. Dismantle loose, damaged, or deteriorated plaster, lath, and support systems that cannot be repaired.
 - 2. Verify extent of plaster deterioration against that indicated on Drawings. Consult Architect on types and extent of required work.
 - 3. Verify that substrate surface conditions are suitable for repairs.

4. Provide lath, furring, and support systems for plaster included in the work of this Section.
 5. Replace lost details in new, wet-applied and cast plaster that replicate existing or indicated plaster configurations.
 6. Leave repaired plasterwork in proper condition for painting or applying other finishes as indicated.
 7. Install temporary protective measures to protect historic surfaces that shall be treated later.
- C. Illumination: Perform plastering work with adequate, uniform illumination that does not distort the flatness or curvature of surfaces.

3.2 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements for substrate and environmental conditions, installation tolerances, and other conditions affecting performance of the Work.
1. If existing substrates cannot be prepared to an acceptable condition for plastering work, notify Architect in writing.
 2. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
- B. Masonry Substrates: Verify that mortar joints are struck flush. Notify Architect of undocumented masonry substrate without flush joints. Proceed with plastering as directed by Architect.
- C. Begin historic plastering work only after unsatisfactory conditions have been corrected.

3.3 PREPARATION FOR PLASTERING

- A. Substrates: Prepare according to plaster manufacturer's written instructions and as follows:
1. Clean surfaces to remove dust, loose particles, grease, oil, incompatible curing compounds, form-release agents, and other foreign matter and deposits that could impair bond with plaster.
 2. Remove ridges and protrusions greater than 1/8 inch (3 mm) and fill depressions greater than 1/4 inch (6 mm) with patching material. Allow to set and dry.

3.4 PLASTER REMOVAL AND REPLACEMENT, GENERAL

- A. Dismantle plaster that is damaged or deteriorated to the limits indicated. Carefully dismantle areas along straight edges that lie over supports, without damaging surrounding plasterwork.
- B. Maintain lath and supporting members in an undamaged condition so far as practicable. Dismantle damaged lath and supports that cannot be repaired or resecured and replace with new work of same type.
- C. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
- D. Do not deviate more than plus or minus 1/8 inch in 10 feet (3 mm in 3 m) from a true plane in finished plaster surfaces, as measured by a 10-foot (3-m) straightedge placed on surface.

- E. Clean substrate surfaces to remove grease, waxes, oils, waterborne staining, debris, and other foreign matter and deposits that could impair bond with repair material.
- F. Wet masonry and concrete bases before plaster application. Keep substrate damp to the touch but without visible water droplets.
- G. Wet remaining plaster abutting the replacement plaster before installing new plasterwork.
- H. Finish plaster flush with metal frames and other built-in metal items or accessories that act as a plaster ground unless otherwise indicated. Where casing bead does not terminate plaster at metal frame, cut base coat free from metal frame before plaster sets and groove finish coat at junctures with metal.
- I. Provide plaster surfaces that are ready to receive field-applied finishes indicated.

3.5 FLAT LIME-PLASTER REMOVAL AND REPLACEMENT

- A. General: Dismantle deteriorated plaster to existing sound plaster at locations indicated on Drawings.
 - 1. Inspect for wood lath deterioration. If any, replace lath with self-furring metal lath.
 - 2. Sand bonding surfaces of repair area, and clean the surface with a nonmetallic bristle brush.
 - 3. Wet substrate to damp condition, but without visible water droplets, then install new plaster to original profiles.
- B. Lime-Plaster Base Coats:
 - 1. Scratch Coat: 1 part lime putty, 2-1/2 parts base-coat sand.
 - 2. Brown Coat: 1 part lime putty, 3 parts base-coat sand.
- C. Lime-Plaster Finish Coats:
 - 1. Finish-Coat Mix for Smooth-Troweled Finish: 3 parts lime putty, 1 part finish-coat sand.
- D. Lime-Plaster Finishes: Match finish(es) of design reference sample(s).
 - 1. Provide smooth-troweled finish. Apply in one layer totaling 1/8 inch (3 mm) thick.
- E. Hairline cracking within the plaster or plaster separation at edge of a replacement is unacceptable. Completely dismantle such work and reinstall or repair as a crack repair.

3.6 REMOVING AND INSTALLING LATH AND ACCESSORIES

- A. General: Dismantle existing plaster as necessary to expose deteriorated or rusted lath, wire ties, and support system, back to firm substrates and supports. Repair with new materials, well secured to existing lath in good condition and to building structure.
 - 1. Cutting: Cut lath so it can be taken out completely from one support to the next. Cut to avoid cracking surrounding plaster.
 - 2. Cut out existing base-coat plaster beyond the edges of the new lath to permit new plaster to extend onto the old lath. Then step subsequent plaster coats to permit new plaster to extend over the old material.

3. Fasten new lath to support system and to good existing lath. Wire tie at least every 6 inches (150 mm).
 4. Install new lath according to ASTM C 1063 for lime plaster.
- B. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
- C. Metal Lath: Install according to ASTM C 1063 for lime plaster.
1. Vertical Furring: Install flat diamond-mesh lath.
 2. Flat-Ceiling and Horizontal Framing: Install flat diamond-mesh lath.
 3. Curved-Ceiling Framing: Install flat diamond-mesh lath.
 4. On Solid Surfaces, Not Otherwise Furred: Install self-furring, diamond-mesh lath.

3.7 PATCH-TYPE REPAIR

- A. General: Patch voids, fractured surfaces, and crushed areas in otherwise sound plaster that are larger than cracks at locations indicated on Drawings.
1. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
 2. Inspect for deterioration of supporting plaster and lath, and repair or replace deteriorated material as required for a sound substrate.
 3. Rake perimeter of hole to sound plaster, and slightly undercut existing plaster to enable replacement plaster to tuck behind existing plaster.
 4. Replace missing lath in kind. Bridge gaps in wood lath with expanded-metal lath, overlapping wood by 6 inches (150 mm) and fastening them together.
 5. Clean hole to remove loose materials and other foreign matter and deposits that could impair bond with repair material. Where grease, waxes, oils, waterborne staining, or other foreign matter and deposits that could impair bond with repair material have penetrated into the plaster, enlarge the hole to remove these deposits.
 6. Wet substrate to damp condition, but without visible water droplets, then install patch material to original profiles.
 7. Maintain adjacent plasterwork in an undamaged condition so far as practicable.
- B. Lime-Plaster Mix: 1 part lime putty, 3 parts sand.
- C. Finishing: Finish flat surfaces flush and with same texture as adjacent existing plaster. For molded plaster shapes, tool surface to restore the sharp edges and the shape of the molded shape to original contours.
- D. Hairline cracking within the plaster or plaster separation at edge of a patch is unacceptable. Completely dismantle such work and reinstall or repair.

3.8 HAIRLINE CRACK REPAIR

- A. General: Repair cracks 1/16 inch (2mm) in width or narrower in otherwise sound plaster at locations indicated on Drawings.
1. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.

2. Maintain adjacent plasterwork in an undamaged condition so far as practicable.
- B. Existing Topcoat: Open crack in existing topcoat to at least 1/8 inch (3 mm) in width and check for broken fiber reinforcement in base coats.
- C. Existing Base Coats: Do not open crack wider in existing base coats unless inspection or other indication shows that the fiber reinforcement has broken. Where inspections indicate failure of fiber reinforcement, proceed as for a large crack repair, but only for length of crack with broken fiber reinforcement.
- D. Clean out crack to remove loose materials and other foreign matter and deposits that could impair bond with repair material. Where grease, waxes, oils, waterborne staining, or other foreign matter and deposits that could impair bond with repair material have penetrated into the topcoat plaster, widen the crack and sand surface of the exposed basecoat to remove these deposits.
- E. Wet substrate to damp condition, but without visible water droplets.
- F. Force finish-coat plaster without aggregate into crack, filling crack to original plaster profile.
- G. Finishing: Finish flat surfaces flush and with same texture as adjacent existing plaster. For molded plaster shapes, tool surface to restore the sharp edges and the shape of the molded shape to original contours.

3.9 LARGE CRACK REPAIR

- A. General: Repair cracks over 1/16 inch (2 mm) in width in otherwise sound plaster at locations indicated on Drawings.
 1. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
 2. Maintain adjacent plasterwork in an undamaged condition so far as practicable.
- B. Open crack to at least 1/4 inch (6 mm) in width and full depth with V-groove tool, and check for bond separation or lath deterioration.
- C. Abrade side surfaces of crack and remove inner crack debris by gouging (keying) the inside area of the crack.
- D. Clean out crack to remove loose materials and other foreign matter and deposits that could impair bond with repair material. Where grease, waxes, oils, waterborne staining, or other foreign matter and deposits that could impair bond with repair material have penetrated into the plaster, widen the crack to remove these deposits.
- E. Wet substrate to damp condition, but without visible water droplets.
- F. Install finish-coat plaster to fill crack to original plaster profile.
- G. Finishing: Finish flat surfaces flush and with same texture as adjacent existing plaster. For molded plaster shapes, tool surface to restore the sharp edges and the shape of the molded shape to original contours.

- H. Offset Cracks: If the crack is offset in surface plane by more than 1/8 inch (3 mm), dismantle the plaster on each side of the crack, a minimum width of 6 inches (150 mm) and down to the lath or other substrate. Then, repair as specified for flat-plaster removal and replacement.

3.10 REATTACHMENT OF DELAMINATED PLASTER

- A. General: Reattach plaster that has detached from its wooden lath.
 - 1. Notify Architect of undocumented detrimental conditions including cracks, bulges, loose backup, rotted wood, rusted metal, and other deteriorated items.
 - 2. Maintain adjacent plasterwork in an undamaged condition so far as practicable.
- B. Verify extent of detachment of plaster that has not yet fallen by tapping on plaster surface and evaluating the hollow or solid resonance.
- C. Protect floors from spillage and debris in the vicinity of work. Use materials resistant to the passage of fluids used in work.
- D. Drill 1/4-inch (6-mm) injection ports (holes) through the plaster spaced 3 to 6 inches (75 to 150 mm) apart over surface of detached plaster. Dislodge loose plaster particles, and vacuum debris from holes.
- E. Prewet injection ports, gaps at edges of lost plaster, back of plaster, and wooden lath with prewet solution.
- F. Inject adhesive into ports, enough to fill gaps between detached plaster and lath, and inject into gaps at edges of lost plaster.
- G. Clean off excess and smeared adhesive while wet.
- H. Apply temporary battens over surface of treated plaster to prevent further separation during repair work. Secure battens in place against plaster with screws through the battens and plaster and into the wood lath.
- I. Maintain temporary battens in place for a week or more, allowing adhesive to coalesce and dry.
- J. Remove battens, patch holes and missing plaster, and repair cracks.

3.11 INSTALLATION TOLERANCES

- A. Completed plaster installation shall not deviate from a true plane by more than 1/8 inch (3 mm) as measured by a 5-foot (1.5-m) straightedge placed at any location on a surface, except where existing plaster is retained as a substrate for new plasterwork.

3.12 CLEANING AND PROTECTION

- A. Protect work of other trades against damage. Promptly remove plaster from surfaces not indicated to be repaired or plastered. Do not scratch or damage finished surfaces.

- B. Repair floors, walls, and other surfaces stained, marred, or otherwise damaged during plastering.
- C. Correct damage to other historic surfaces and to new work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- D. Remove temporary protection and enclosure of other work.

END OF SECTION 090320

SECTION 099123 - INTERIOR PAINTING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. This Section includes surface preparation and the application of paint systems on the following interior substrates:
 - 1. Plaster.
 - 2. Existing previously painted plaster.
 - 3. Spray painting of mechanical registers, diffusers and grilles
- B. This Section includes exposed interior items and surfaces with low VOC coatings complying with ME DEP regulations.
- C. Related Sections include the following:
 - 1. Division 05 Sections for shop priming of metal substrates with primers specified in this Section.
 - 2. Division 08 Sections for factory priming windows and doors with primers specified in this Section.

1.3 SUBMITTALS

- A. Product List: For each product indicated, include the following:
 - 1. Product data.
 - 2. Manufacturer's Information: Manufacturer's technical information, including label analysis and instructions for handling, storing, and applying each coating material proposed for use.
 - 3. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.
 - 4. Include printed statement of VOC content for each product.
- B. Samples for Initial Selection: For each type of topcoat product indicated.
- C. Samples for Verification: For each type of paint system and in each color and gloss of topcoat indicated.
 - 1. Submit Samples on rigid backing, 8 inches square.
 - 2. Step coats on Samples to show each coat required for system.

3. Label each coat of each Sample.
4. Label each Sample for location and application area.

1.4 QUALITY ASSURANCE

- A. Applicator Qualifications: Engage an experienced Applicator who has completed painting system applications similar in material, design, and extent to those indicated for this Project, whose work has resulted in applications with a record of successful in-service performance.
- B. Source Limitations: Obtain block fillers, primers and undercoat materials for each coating system from the same manufacturer as the finish coats.
- C. Mockups: Apply benchmark samples of each paint system indicated and each color and finish selected to verify preliminary selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.
 1. Architect will select one surface to represent surfaces and conditions for application of general wall paint system specified in Part 3.
 - a. Wall and Ceiling Surfaces: Provide samples of at least 100 sq. ft..
 - b. Other Items: Architect will designate items or areas required.
 2. Apply benchmark samples after permanent lighting and other environmental services have been activated.
 3. Final approval of color selections will be based on benchmark samples.
 - a. If preliminary color selections are not approved, apply additional benchmark samples of additional colors selected by Architect at no added cost to Owner.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F.
 1. Maintain containers in clean condition, free of foreign materials and residue.
 2. Remove rags and waste from storage areas daily.

1.6 PROJECT CONDITIONS

- A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F.
- B. Do not apply paints when relative humidity exceeds 85 percent; at temperatures less than 5 deg F above the dew point; or to damp or wet surfaces.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include the following:
1. Benjamin Moore & Co.
 2. Sherwin Williams
 3. ICI Paints

2.2 PAINT, GENERAL

- A. Material Compatibility:
1. Provide materials for use within each paint system that are compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
 2. For each coat in a paint system, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.
- B. VOC Content of Field-Applied Interior Paints and Coatings: Provide products that comply with the following limits for VOC content, exclusive of colorants added to a tint base, when calculated according to 40 CFR 59, Subpart D (EPA Method 24); these requirements do not apply to paints and coatings that are applied in a fabrication or finishing shop:
1. Flat Paints, Coatings, and Primers: VOC content of not more than 50 g/L.
 2. Nonflat Paints, Coatings, and Primers: VOC content of not more than 150 g/L.
 3. Anti-Corrosive and Anti-Rust Paints Applied to Ferrous Metals: VOC not more than 250 g/L.
 4. Floor Coatings: VOC not more than 100 g/L.
 5. Shellacs, Clear: VOC not more than 730 g/L.
 6. Shellacs, Pigmented: VOC not more than 550 g/L.
 7. Flat Topcoat Paints: VOC content of not more than 50 g/L.
 8. Nonflat Topcoat Paints: VOC content of not more than 150 g/L.
 9. Anti-Corrosive and Anti-Rust Paints Applied to Ferrous Metals: VOC not more than 250 g/L.
 10. Floor Coatings: VOC not more than 100 g/L.
 11. Shellacs, Clear: VOC not more than 730 g/L.
 12. Shellacs, Pigmented: VOC not more than 550 g/L.
 13. Primers, Sealers, and Undercoaters: VOC content of not more than 200 g/L.
 14. Dry-Fog Coatings: VOC content of not more than 400 g/L.
 15. Zinc-Rich Industrial Maintenance Primers: VOC content of not more than 340 g/L.
 16. Pre-Treatment Wash Primers: VOC content of not more than 420 g/L.
- C. Chemical Components of Field-Applied Interior Paints and Coatings: Provide topcoat paints and anti-corrosive and anti-rust paints applied to ferrous metals that comply with the following

chemical restrictions; these requirements do not apply to paints and coatings that are applied in a fabrication or finishing shop:

1. Aromatic Compounds: Paints and coatings shall not contain more than 1.0 percent by weight of total aromatic compounds (hydrocarbon compounds containing one or more benzene rings).
2. Restricted Components: Paints and coatings shall not contain any of the following:
 - a. Acrolein.
 - b. Acrylonitrile.
 - c. Antimony.
 - d. Benzene.
 - e. Butyl benzyl phthalate.
 - f. Cadmium.
 - g. Di (2-ethylhexyl) phthalate.
 - h. Di-n-butyl phthalate.
 - i. Di-n-octyl phthalate.
 - j. 1,2-dichlorobenzene.
 - k. Diethyl phthalate.
 - l. Dimethyl phthalate.
 - m. Ethylbenzene.
 - n. Formaldehyde.
 - o. Hexavalent chromium.
 - p. Isophorone.
 - q. Lead.
 - r. Mercury.
 - s. Methyl ethyl ketone.
 - t. Methyl isobutyl ketone.
 - u. Methylene chloride.
 - v. Naphthalene.
 - w. Toluene (methylbenzene).
 - x. 1,1,1-trichloroethane.
 - y. Vinyl chloride.

- D. Colors: Provide color selections made by the Architect. Allow for up to ten (10) different color selections. Each color may be specified in varying sheens for varying substrates.

2.3 SOLVENT REQUIREMENTS: For applications that are inside of the weatherproofing system use:

- A. Paints, paint primers and coatings that comply with the following limits for VOC content limits of Green Seal Standard GS-11, Paints, First Edition, May 20, 1993.
- B. Anti-corrosive and anti-rust paints applied to interior ferrous metal substrates must not exceed the VOC limit of 250 g/L as established in Green Seal Standard GS-03, Anti-Corrosive Paints, Second Edition, January 7, 1997.

- C. Clear wood finishes, floor coatings, stains, and shellacs applied to interior elements must not exceed the South Coast Air Quality Management District (SCAQMD) Rule 1113, Architectural Coatings, rules in effect January 1, 2004.

2.4 PRIMERS/SEALERS

- A. Low-VOC Latex Primer/Sealer:
 - 1. Moore: Pristine Eco Spec Interior Latex Primer Sealer, No. 231
- B. Wood-Knot Sealer: Sealer recommended in writing by topcoat manufacturer for use in paint systems indicated.

2.5 METAL PRIMERS

- A. Rust-Inhibitive Primer (Water Based):
 - 1. Moore: IMC Acrylic Metal Primer M04. (51 g/L)

2.6 LATEX PAINTS

- A. Low-VOC Latex (Flat):
 - 1. Moore: Pristine Eco Spec Interior Latex Flat, No. 219.
- B. Low-VOC Latex (Low Luster):
 - 1. Moore: Pristine Eco Spec Interior Latex Eggshell, No. 223
- C. Low-VOC Latex (Semigloss):
 - 1. Moore: Pristine Acrylic Semi-Gloss, No. 214

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of work.
- B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:
 - 1. Concrete: 12 percent.
 - 2. Masonry (Clay and CMU): 12 percent.
 - 3. Wood: 15 percent.

4. Gypsum Board: 12 percent.
- C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.
- D. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.
 1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.2 PREPARATION

- A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates indicated.
- B. Remove plates, machined surfaces, and similar items already in place that are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.
 1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
 2. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.
- C. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.
 1. Remove incompatible primers and reprime substrate with compatible primers as required to produce paint systems indicated.
- D. Concrete Substrates: Remove release agents, curing compounds, efflorescence, and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces to be painted exceeds that permitted in manufacturer's written instructions.
- E. Concrete Masonry Substrates: Remove efflorescence and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces to be painted exceeds that permitted in manufacturer's written instructions.
- F. Steel Substrates: Remove rust and loose mill scale. Clean using methods recommended in writing by paint manufacturer.
- G. Galvanized-Metal Substrates: Remove grease and oil residue from galvanized sheet metal fabricated from coil stock by mechanical methods to produce clean, lightly etched surfaces that promote adhesion of subsequently applied paints. Uniformly abrade galvanized surfaces with a palm sander and 60 grit aluminum oxide so surface is free of oil and surface contaminants.
- H. Wood Substrates:

1. Scrape and clean knots, and apply coat of knot sealer before applying primer.
 2. Sand surfaces that will be exposed to view, and dust off.
 3. Prime edges, ends, faces, undersides, and backsides of wood.
 4. After priming, fill holes and imperfections in the finish surfaces with putty or plastic wood filler. Sand smooth when dried.
- I. Gypsum Board Substrates: Do not begin paint application until finishing compound is dry and sanded smooth.
- J. Cotton or Canvas Insulation Covering Substrates: Remove dust, dirt, and other foreign material that might impair bond of paints to substrates.

3.3 APPLICATION

- A. Apply paints according to manufacturer's written instructions.
1. Use applicators and techniques suited for paint and substrate indicated.
 2. Paint surfaces behind movable equipment and furniture same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed equipment or furniture with prime coat only.
 3. Paint front and backsides of access panels, removable or hinged covers, and similar hinged items to match exposed surfaces.
 4. Apply an additional coat of primer on metal surfaces that have been shop primed.
- B. Tinting: Tint primer of colors such as reds, yellows, and oranges with a gray basecoat system designed to help provide color coverage.
1. Do not tint prime or base coat for multi-colored finishes.
- C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance. Give special attention to ensure edges, corners, crevices, welds, and exposed fasteners receive a dry film thickness equivalent to that of flat surfaces. When using colors such as red, yellow or orange, an extra coat of finish may be necessary. Notify Architect when additional coats do not fix the problem.
- D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.
- E. Painting Mechanical and Electrical Work: Paint items exposed in equipment rooms and occupied spaces including, but not limited to, the following:
1. Mechanical, Plumbing and Fire Protection Work:
 - a. Uninsulated metal piping.
 - b. Uninsulated plastic piping.
 - c. Pipe hangers and supports.
 - d. Tanks that do not have factory-applied final finishes.

- e. Visible portions of internal surfaces of metal ducts, without liner, behind air inlets and outlets.
 - f. Duct, equipment, and pipe insulation having cotton or canvas insulation covering or other paintable jacket material.
 - g. Mechanical equipment that is indicated to have a factory-primed finish for field painting.
2. Electrical Work:
- a. Switchgear.
 - b. Panelboards.
 - c. Electrical equipment that is indicated to have a factory-primed finish for field painting.

3.4 CLEANING AND PROTECTION

- A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.
- B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.
- C. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.
- D. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

3.5 INTERIOR PAINTING SCHEDULE

- A. VOC Compliance, General: Provide the manufacturers' formulations for the products specified below that comply with the VOC requirements for the State of Maine Department of Environmental Protection in paragraph 2.2 of this Section.
- B. Steel Substrates: Including, but not limited to steel doors and frames, steel stairs (including risers and stringers), handrails and guardrails, lintel plates and angles, wood door glass lite kits and astragals, access panels (both sides), metal fabrications; see Division 05 Section "Metal Fabrications", and miscellaneous metal items.
 - 1. Low-VOC Latex Over DTM Primer System:
 - a. Prime Coat: DTM anticorrosive metal primer.
 - b. Intermediate Coat: Low-VOC latex paint matching topcoat.
 - c. Topcoat: Low-VOC latex semi-gloss paint.
- C. Galvanized-Metal Substrates:

1. Low-VOC Latex Over DTM Primer System:
 - a. Prime Coat: DTM anticorrosive metal primer.
 - b. Intermediate Coat: Low-VOC latex paint matching topcoat.
 - c. Topcoat: Low-VOC latex semi-gloss paint.

- D. Gypsum Board and Plaster Substrates:
 1. Low-VOC Latex System:
 - a. Prime Coat: Low-VOC latex primer/sealer.
 - b. Intermediate Coat: Low-VOC latex paint matching topcoat.
 - c. Topcoat: Low-VOC latex (flat for ceilings) (eggshell for walls) paint.
 - d. Previously Painted Existing Gypsum Board: Topcoat only

- E. Cotton or Canvas Insulation-Covering Substrates: Including acoustic insulation panels.
 1. Latex System:
 - a. Prime Coat: Latex primer/sealer.
 - b. Intermediate Coat: Latex paint matching topcoat.
 - c. Topcoat: Latex flat paint.

END OF SECTION 099123

SECTION 23 05 00 – COMMON WORK RESULTS FOR MECHANICAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. This section applies to Division 21, 22, & 23 sections.

1.2 GENERAL

- A. This Section includes mechanical items common to all of this division specification sections.
- B. Provide services, skilled and common labor, and all apparatus and materials required for the complete installation as shown and within the intent of the contract documents, field conditions, and code requirements.
- C. The intention of these Contract Documents is to call for finished work, fully tested and ready for operation. Any components or labor not mentioned in the Contract Documents but required for functioning systems shall be provided. Should there appear to be any discrepancies or questions of intent, the Contractor shall refer the matter to the Architect/Engineer for decision before start of any related work.
- D. This contractor will be responsible to carry out the commissioning requirements specified. Refer to Division 1 for additional requirements.

1.3 MANUFACTURERS INSTRUCTIONS

- A. Provide equipment and components to comply with manufacturer's written installation instructions and published drawings for products and applications indicated.
- B. Follow manufacturer's instructions for inspection, start-up, calibration, and testing.

1.4 EFFICIENCY MAINE

- A. This project intends to pursue Efficient Maine prescriptive and/or custom incentives. The contractor shall participate in the activities associated with Efficiency Maine incentive approval process including but not limited to; preparation and submission of required incentive applications and the tracking and submission of measure specific invoices to Efficiency Maine within 60 days of the completion of the work.
- B. The contractor shall also:

1. Become familiar with the Efficiency Maine Business Program including available incentives and the application and review process.
 2. <http://www.energymaine.com/at-work/business-programs/>
 3. Review plans and specifications for compliance with Efficiency Maine standards for applicable systems and technologies.
 4. Review plans and specifications for any and all incentive opportunities.
- C. The project schedule shall reflect and accommodate the time required to achieve application pre-approval from Efficiency Maine (EM). No equipment shall be purchased until pre-approval is received from EM.
- D. All invoices shall be forwarded to EM within 60 days of the completion of work. This deliverable shall be shown on the project schedule as a milestone date and coordinated with all contractors to assure compliance with this requirement.
- E. Efficiency Maine is available to assist in the application process and can be reached at 866-376-2463. Contractor must contact EM prior to submittals to review the project equipment and scope.
- F. As a minimum, obtain rebates for the following:
1. Water Cooled VRF System Components

1.5 DEFINITIONS

- A. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- B. "Provide": Furnish and install, complete and ready for the intended use.
- C. "Shall": The word shall is used to indicate mandatory requirements strictly to be followed in order to conform to the standard and procedures and from which no deviation is permitted.
- D. Finished Spaces: Spaces other than mechanical and electrical equipment rooms, furred spaces, pipe and duct shafts, unheated spaces immediately below roof, spaces above ceilings, unexcavated spaces, crawlspace, and attics.
- E. Exposed, Interior Installations: Exposed to view indoors. Examples include finished occupied spaces and mechanical equipment rooms.
- F. Exposed, Exterior Installations: Exposed to view outdoors or subject to outdoor ambient temperatures and weather conditions. Examples include rooftop locations.
- G. Concealed, Interior Installations: Concealed from view and protected from physical contact by building occupants. Examples include above ceilings and in duct shafts.
- H. Concealed, Exterior Installations: Concealed from view and protected from weather conditions and physical contact by building occupants but subject to outdoor ambient temperatures. Examples include installations within unheated shelters.

- I. Terminal: A point where the controlled medium, such as fluid or energy, enters or leaves the distribution system.

1.6 SUBMITTALS

- A. Provide in accordance with Division 1 of the specifications.

1.7 SUBSTITUTIONS

- A. Provide in accordance with Division 1 of the specifications.

1.8 QUALITY ASSURANCE

- A. All work, materials, and equipment shall comply with the rules and regulations of all codes and ordinances of the local, state, and federal authorities. Such codes, when more restrictive, shall take precedence over these plans and specifications.
- B. Multiple Units: When two or more units of materials or equipment of the same type or class are required, these units shall be products of one manufacturer.
- C. Steel Support Welding: Qualify processes and operators according to AWS D1.1, "Structural Welding Code--Steel."
- D. Steel Pipe Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications." Comply with provisions in ASME B31 Series, "Code for Pressure Piping." Certify that each welder has passed AWS qualification tests for welding processes involved and that certification is current.
- E. Electrical Characteristics for Equipment: Equipment of higher electrical characteristics may be furnished provided such proposed equipment is approved in writing and connecting electrical services, circuit breakers, and conduit sizes are appropriately modified. If minimum energy ratings or efficiencies are specified, equipment shall comply with requirements.
- F. The Contractor shall hold a license to perform the work as issued by the local jurisdiction.
- G. Plumbing work shall be performed by, or under, the direct supervision of a licensed master plumber.
- H. Electrical work shall be performed by, or under, the direct supervision of a licensed electrician.
- I. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, product selected shall be compatible with products previously selected, even if previously selected products were also options.
 - 1. Each contractor is responsible for providing products and construction methods compatible with products and construction methods of other contractors.
 - 2. If a dispute arises between contractors over concurrently selectable but incompatible products, Engineer will determine which products shall be used.

1.9 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Provide in accordance with Division 1.
- B. Piping:
 - 1. Pipe and tube required by the applicable standard to be cleaned and capped shall be delivered to the job site with factory-applied end-caps. Maintain end-caps through shipping, storage, and handling to prevent pipe-end damage and prevent entrance of dirt, debris, and moisture.
 - 2. Protect stored pipe and tube from moisture and dirt. Elevate above grade. When stored inside, do not exceed the structural capacity of the floor.
 - 3. Protect fittings, flanges, and piping specialties from moisture and dirt.
 - 4. Store plastic pipes protected from direct sunlight. Support to prevent sagging and bending.

1.10 COORDINATION

- A. Coordinate use of project space and sequence of installation of mechanical and electrical work, which is indicated diagrammatically on drawings. Follow routings shown for pipes, ducts, and conduits as closely as practicable, with due allowance for available physical space; make runs parallel with lines of building. Utilize space efficiently to maximize accessibility for other installations, for maintenance, and for repairs.
- B. The drawings show the general arrangement of systems and equipment but do not show all required fittings and offsets that may be necessary to connect pipes and ductwork to equipment, and to coordinate with other trades. Provide all necessary fittings, offsets and runs based on field measurements and at no additional cost. Coordinate with other trades for space available and relative location of equipment and accessories. Pipe and duct location on the drawings shall be altered by contractor where necessary to avoid interferences and clearance difficulties.
- C. Corrections or comments made on the Shop Drawings during the review do not relieve Contractor from compliance with requirements of the drawings and specifications. The Contractor is responsible for: confirming and correcting all quantities; checking electrical characteristics and dimensions; selecting fabrication processes and techniques of construction; coordinating his work with that of all other trades; and performing his work in a safe and satisfactory manner.
- D. Coordinate use of project space and sequence of installation of work.
- E. Arrange for pipe spaces, chases, slots, and openings in building structure during progress of construction, to allow for installations. Coordinate installation of required supporting devices and set sleeves in poured-in-place concrete and other structural components as they are constructed.
- F. Coordinate requirements for access panels and doors for items requiring access that are concealed behind finished surfaces. Access panels shall be provided for concealed valves and controls, or any item requiring inspection or maintenance. Access panels shall be of sufficient size and located so that the concealed items may be serviced, maintained, or replaced.
 - 1. Access panels and doors are specified and provided by Division 8.

1.11 TEST ADJUST AND BALANCE READINESS

- A. The Contractor shall provide and coordinate the services of qualified, responsible sub-contractors, suppliers and personnel as required to correct, repair, and/or replace any and all deficient items or conditions found during the course of this project, including the testing, adjusting, and balancing period.
- B. In order that all systems may be properly tested, balanced, and adjusted as required herein by these Specifications, the Contractor shall operate the systems at his expense for the length of time necessary to properly verify their completion and readiness for TAB.
- C. Project Contract completion schedules shall allow for sufficient time to permit the completion of TAB services prior to Owner occupancy. The Contractor shall allow adequate time for the testing and balancing activities of the Owner provided services, during the construction period, and prior to Substantial Completion as defined in the Uniform General Conditions of this Construction Document.
- D. The Drawings and Specifications indicate valves, dampers, and miscellaneous adjustment devices for the purpose of adjustment to obtain optimum operating conditions, and it will be the responsibility of the Contractor to install these devices in a manner that will leave them accessible and readily adjustable. Should any such device not be readily accessible, the Contractor shall provide access as requested by the TAB Firm. Also, any malfunction encountered by TAB personnel and reported to the Contractor shall be corrected by the Contractor immediately so that the balancing work can proceed with the minimum of delays.
- E. Complete operational readiness of the HVAC systems also requires that the following be accomplished:
 - 1. Distribution Systems:
 - a. Verify installation for conformity to design. All supply, return, and exhaust ducts shall be terminated and tested as required by the Specification.
 - b. Dampers shall be properly located and functional. Dampers shall have tight closure and open fully with smooth and free operation.
 - c. Supply, return, exhaust, and transfer grilles, registers, diffusers, and terminal devices shall be installed and secured in a full open position.
 - d. Air handling systems, units, and associated apparatus shall be sealed to eliminate uncontrolled bypass or leakage of air. Final clean filters shall be in place, coils shall be clean with fins straightened, bearings properly greased, and the system shall be completely operational. The Contractor shall verify that all systems are operating within the design pressure limits of the piping and ductwork.
 - e. Under normal operating conditions, check condensate drains for proper connections and functioning. Cooling coil drain pans have a positive slope to drain. Cooling coil condensate drain trap maintains an air seal.
 - f. Check for proper sealing of air-handling unit components.
 - g. Fans shall be operating and verified for freedom from vibration, proper fan rotation and belt tension; heater elements in motor starters to be of proper size and rating, as per the starter manufacturer; record motor amperage and voltage on each phase at start-up, and verify they do not exceed nameplate ratings.

- h. Thermal overload protection is in place for fans and other equipment. Bearings shall be greased. Belts shall be aligned and tight
 - i. Terminal units shall be installed and functional (i.e. controls functioning).
2. Water Circulating Systems:
- a. Verify installation for conformity to design. Hydronic systems are pressure tested, flushed, filled, and properly vented. Service and balance valves are fully open. Examine HVAC system and equipment installations to verify that indicated balancing devices are properly installed, and that their locations are accessible and appropriate for effective balancing and for efficient system and equipment operation
 - b. All valves shall be set to their full open position. After the system is flushed and checked for proper operation, all strainers shall be removed and cleaned. The Contractor shall repeat the operation until circulating water is clean and then the start-up strainers shall be discarded. Bearings shall be greased.
 - c. Record pump motor amperage on each phase and voltage after reaching rated speed. Readings shall not exceed nameplate rating. Verify that the electrical heater elements are of the proper size and rating as per the starter manufacturer.
 - d. In preparation of TAB, water circulating systems shall be full and free of air, expansion tanks shall be set for proper water level, and all air vents shall be installed at high points of systems and operating freely. Chemicals shall be added to closed systems to treat piping and inhibit corrosion. The system static pressure shall be adequate to completely fill the system without operating the pumps.
 - e. Check and set operating parameters of the heat transfer and control devices to the design requirements.
 - f. Proper balancing devices shall be in place and located correctly. These devices include but are not limited to flow meters, pressure taps, thermometer wells, balancing valves, etc. Heat transfer coils shall be checked for correct piping connections.
3. Automatic Controls
- a. The BAS Contractor shall verify that all control components are installed in accordance with project requirements and are functional, including all electrical interlocks, damper sequences, air and water resets, fire and freeze stats, high and low temperature thermostats, safeties, etc.
 - b. The BAS Contractor shall verify that all controlling instruments are calibrated and set for design operating conditions with the exception of components that require input from the TAB Agency, but a default shall be set. The Control Contractor shall cooperate with the TAB Agency and provide all software and interfaces to communicate with the system.
 - c. The BAS Contractor shall thoroughly check all controls, sensors, operators, sequences, etc. before notifying the TAB Agency that the BAS is operational. The BAS Contractor shall provide technical support (technicians and necessary computers) to the TAB Agency for a complete check of these systems.
 - d. Prior to occupancy, each ventilation system shall be tested to ensure that OA dampers operate properly in accordance with system design.

1.12 RENOVATION PROJECTS

- A. Project Conditions: Full Owner Occupancy: The Owner intends to occupy the project site during construction. The Contractor shall cooperate with the Owner to minimize conflicts with the Owner's operations.
- B. The Contractor shall study all drawings and specifications, visit the site, and get acquainted with the existing conditions and the requirements of the plans and specifications. No claim will be recognized for extra compensation due to the failure of the Contractor to be familiarized with the conditions and extent of the proposed work. The Contractor shall execute all alterations, additions, removals, relocations or new work, etc., as indicated or required to provide a complete installation in accordance with the intent of the drawing and specifications.
- C. Use of Site: Limit use of premises to work in areas indicated. Do not disturb portions of site beyond areas in which the Work is indicated.
- D. Driveways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials. Schedule deliveries to minimize use of driveways and entrances. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.
- E. Follow the recommended procedures of the SMACNA IAQ Guidelines for Occupied Buildings under Construction.
 - 1. Dust partitions and depressurization of the work are performed under Division 1.
 - 2. The return side of an HVAC system is, by definition, under negative pressure and thus capable of drawing in nearby construction dust and odor. When possible, the entire system shall be shut down during heavy construction or demolition. The system shall be isolated from the surrounding environment as much as possible (e.g., all tiles in place for a ceiling plenum, duct and air handler leaks repaired) to prevent induction of pollutants.
 - 3. Return system openings in (and immediately adjacent to) the construction area shall be sealed with plastic.
 - 4. When the system must remain operational during construction, temporary filters shall be added to return grilles. All filters must receive frequent periodic maintenance and be replaced at end of project.
 - 5. When the general system must remain operational, the heaviest work areas shall be dampered off or otherwise blocked if temporary imbalance of the return air system does not create a greater problem.
 - 6. The mechanical room shall not be used to store construction or waste materials.
 - 7. Diffusers, VAV boxes, and ducts may be adequately protected in most cases where the above measures are implemented. When the system is off for the duration of construction, diffusers shall also be sealed in plastic for further protection. Ducts, diffusers, and window units shall be inspected upon completion of the work for the amount of deposited particulate present and cleaned where needed. If significant dust deposits are observed in the system during construction, some particulate discharge can be expected during start-up. When such a discharge is only minor, delaying re-occupancy long enough to clean up the dust may be sufficient. In more severe cases, installing temporary coarse filters on diffusers or cleaning the ducts may be necessary. The condition of the main filters shall be checked whenever visible particulates are discharged from the system.

- F. Continuity of Services: The building will be in use during construction operations. Maintain existing systems in operation within all rooms of building at all times. Refer to “General Conditions of the Contract for Construction” for temporary facilities for additional contract requirements. Schedules for various phases of contract work shall be coordinated with all other trades and with Owner’s Representative. Provide, as part of contract, temporary plumbing and mechanical and electrical connections and relocations as required to accomplish the above.
- G. Existing Utilities: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services. Notify Owner at least two days in advance of proposed utility interruptions. Identify extent and duration of utility interruptions. Indicate method of providing temporary utilities. Do not proceed with utility interruptions without Owner's written permission.
- H. Cutting And Patching
1. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed. Before patching, verify compatibility with and suitability of substrates, including compatibility with in-place finishes or primers. Proceed with installation only after unsafe or unsatisfactory conditions have been corrected.
 2. Temporary Support: Provide temporary support of Work to be cut.
 3. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
 4. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.
 5. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
 6. Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
 7. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - a. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots as small as possible, neatly to size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - b. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - c. Concrete or Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 8. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as

invisible as possible. Provide materials and comply with installation requirements specified in other Sections.

- a. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate integrity of installation.
 - b. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing. Clean piping, conduit, and similar features before applying paint or other finishing materials. Restore damaged pipe covering to its original condition.
9. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance. Where patching occurs in a painted surface, apply primer and intermediate paint coats over the patch and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 10. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition.
 11. Cleaning: Clean areas and spaces where cutting and patching are performed. Completely remove paint, mortar, oils, putty, and similar materials.

PART 2 - PRODUCT

2.1 PRODUCT CRITERIA

- A. Standard Products: Material and equipment shall be the standard products of a manufacturer regularly engaged in the manufacture of the products for at least 3 years. See other specification sections for any exceptions.
- B. Equipment Service: Products shall be supported by a service organization that maintains a complete inventory of repair parts and is located reasonably close to the site.
- C. Multiple Units: When two or more units of materials or equipment of the same type or class are required, these units shall be products of one manufacturer.
- D. Assembled Units: Manufacturers of equipment assemblies, which use components made by others, assume complete responsibility for the final assembled product.
- E. Nameplates: Nameplate bearing manufacturer's name or identifiable trademark shall be securely affixed in a conspicuous place on equipment, or name or trademark cast integrally with equipment, stamped or otherwise permanently marked on each item of equipment.
- F. Asbestos products or equipment or materials containing asbestos shall not be used.

2.2 PIPE JOINING MATERIALS

- A. Refer to individual Division 22 and 23 piping Sections for pipe, tube, and fitting materials and joining methods. Refer to individual piping Sections for special joining materials not listed below.
- B. Pipe Threads: ASME B1.20.1 for factory-threaded pipe and pipe fittings.
- C. Pipe-Flange Gasket Materials: Suitable for chemical and thermal conditions of piping system contents.
 - 1. ASME B16.21, nonmetallic, flat, asbestos-free, 1/8-inch maximum thickness unless thickness or specific material is indicated. Full-Face Type: For flat-face, Class 125, cast-iron and cast-bronze flanges. Narrow-Face Type: For raised-face, Class 250, cast-iron and steel flanges.
 - 2. AWWA C110, rubber, flat face, 1/8 inch thick, unless otherwise indicated; and full-face or ring type, unless otherwise indicated.
- D. Flange Bolts and Nuts: ASME B18.2.1, carbon steel, unless otherwise indicated.
- E. Mechanical Coupling Gasket Materials: Suitable for the chemical and thermal conditions of the piping system contents and exterior environment. Gasket design shall be such that the entire coupling housing is isolated from the system contents to prevent galvanic action and inhibit galvanic corrosion.
- F. Plastic, Pipe-Flange Gasket, Bolts, and Nuts: Type and material recommended by piping system manufacturer, unless otherwise indicated.
- G. Solder Filler Metals: ASTM B 32, lead-free alloys. Include water-flushable flux according to ASTM B 813.
- H. Brazing Filler Metals: AWS A5.8, BCuP Series, copper-phosphorus alloys for general-duty brazing, unless otherwise indicated; and AWS A5.8, BAg1, silver alloy for refrigerant piping, unless otherwise indicated.
- I. Welding Filler Metals: Comply with AWS D10.12 for welding materials appropriate for wall thickness and chemical analysis of steel pipe being welded.
- J. Solvent Cements for Joining Plastic Piping: CPVC Piping: ASTM F 493. PVC Piping: ASTM D 2564. Include primer according to ASTM F 656.
- K. Press connections: Copper and copper alloy press connections shall be made in accordance with the manufacturer's installation instructions. The tubing shall be fully inserted into the fitting and the tubing marked at the shoulder of the fitting. The fitting alignment shall be checked against the mark on the tubing to assure the tubing is fully engaged (inserted) in the fitting. The joints shall be pressed using the tools approved by the manufacturer.

2.3 TRANSITION FITTINGS

- A. AWWA Transition Couplings: Same size as, and with pressure rating at least equal to and with ends compatible with, piping to be joined. Underground Piping NPS 1-1/2 and Smaller: Manufactured fitting or coupling. Underground Piping NPS 2 and Larger: AWWA C219, metal sleeve-type coupling. Aboveground Pressure Piping: Pipe fitting.
- B. Plastic-to-Metal Transition Fittings: one-piece fitting with manufacturer's Schedule 80 equivalent dimensions; one end with threaded brass insert, and one solvent-cement-joint end.
- C. Flexible Transition Couplings for Underground Non-pressure Drainage Piping: ASTM C 1173 with elastomeric sleeve; ends same size as piping to be joined, and corrosion-resistant metal band on each end.

2.4 DIELECTRIC FITTINGS

- A. Provide where copper tubing and ferrous metal pipe are joined.
- B. Fittings shall match piping specifications. Threaded dielectric union, ANSI B16.39. Watts Series LF3000 (lead free) or approved equal. Flange union with dielectric gasket and bolt sleeves, ANSI B16.42. Dielectric flange fittings: Watts Series LF3100.

2.5 SLEEVES

- A. Cast-Iron Wall Pipes: Cast or fabricated of cast or ductile iron and equivalent to ductile-iron pressure pipe, with plain ends and integral waterstop unless otherwise indicated.
- B. Galvanized-Steel Wall Pipes: ASTM A 53/A 53M, Schedule 40, with plain ends and welded steel collar; zinc coated.
- C. Galvanized-Steel-Pipe Sleeves: ASTM A 53/A 53M, Type E, Grade B, Schedule 40, zinc coated, with plain ends.
- D. Galvanized-Steel-Sheet Sleeves: 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint.
- E. Molded-PE or -PP Sleeves: Removable, tapered-cup shaped, and smooth outer surface with nailing flange for attaching to wooden forms.
- F. Mechanical Sleeve Seals: Modular sealing element unit, designed for field assembly, to fill annular space between pipe and sleeve; Thunderline Link-Seal, or approved equal.
 - 1. Sealing Elements: EPDM interlocking links shaped to fit surface of pipe. Include type and number required for pipe material and size of pipe.
 - 2. Pressure Plates: Glass-reinforced nylon.
 - 3. Connecting Bolts and Nuts: Stainless steel, of length required to secure pressure plates to sealing elements.

2.6 ESCUTCHEONS

- A. Escutcheons shall be manufactured from nonferrous metals and shall be chrome-plated. Metals and finish shall conform to ASME A112.19.2. Escutcheons shall be one-piece type where mounted on chrome-plated pipe or tubing, and one-piece of split-pattern type elsewhere. ID shall closely fit around pipe, tube, and insulation of insulated piping and an OD that completely cover the opening.
- B. All escutcheons shall have setscrews for maintaining a fixed position against a surface.

2.7 VIBRATION ISOLATION

- A. All equipment shall be isolated to prevent vibration transmission to the building structure.

PART 3 - EXECUTION

3.1 DEMOLITION AND REMOVALS

- A. Refer to Division 1 for general demolition requirements and procedures.

3.2 COMMON REQUIREMENTS

- A. Provide piping, ductwork, and equipment to allow maximum possible headroom unless specific mounting heights are indicated. Provide equipment level and plumb, parallel and perpendicular to other building systems and components in exposed interior spaces, unless otherwise indicated.
- B. Provide equipment to facilitate service, maintenance, and repair or replacement of components. Connect equipment for ease of disconnecting, with minimum interference to other installations. Extend grease fittings to accessible locations.
- C. Coordinate location of piping, sleeves, inserts, hangers, ductwork and equipment. Locate piping, sleeves, inserts, hangers, ductwork and equipment clear of windows, doors, openings, light outlets, and other services and utilities.
- D. Any structural member weakened or impaired by cutting, notching, or otherwise shall be reinforced, repaired, or replaced so as to be left in safe structural condition in accordance with the local building code requirements.
- E. Provide piping and ductwork in concealed locations, unless otherwise indicated and except in equipment rooms and service areas.
- F. Provide piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- G. Provide systems above accessible ceilings to allow sufficient space for ceiling panel removal.

- H. Provide piping to permit valve servicing.
- I. Provide equipment and other components to allow right of way for piping installed at required slope.
- J. Provide free of sags and bends.
- K. Provide unions or flanges at connections to equipment.
- L. Provide fittings for changes in direction and branch connections.
- M. Make allowances for application of insulation.
- N. Select system components with pressure rating equal to or greater than system operating pressure.
- O. Verify final equipment locations for roughing-in.
- P. Protection and Cleaning: Equipment and materials shall be carefully handled, properly stored, and adequately protected to prevent damage before and during installation, in accordance with the manufacturer's recommendations. Damaged or defective items shall be replaced. Protect all finished parts of equipment. Close duct and pipe openings with caps or plugs during installation. Tightly cover and protect fixtures and equipment against dirt, water, chemical, or mechanical injury. At completion of all work thoroughly clean fixtures, exposed materials and equipment.

3.3 PIPING JOINT CONSTRUCTION

- A. Join pipe and fittings according to the following requirements and the relevant specification section specifying piping systems.
- B. Ream ends of pipes and tubes and remove burrs. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Joints shall be fabricated, joined, and tested per the piping and fitting manufacturer's instructions. Joint preparation, setting and alignment, joining process, timing, hanger spacing, and working pressure shall be in accordance with the pipe and fitting manufacturer's specifications.
- D. Installer Qualifications
 - 1. Pipe fitters shall be qualified to the procedure used to perform the pipe joining.
 - 2. The contractor is responsible for documenting all qualification and training records of each pipe fitter. Pipe fitters shall have current, formal training on the pipe joining method.
 - 3. Contractor must submit documentation that lists personnel assigned to this project prior to beginning construction who have successfully completed formal training conducted by an authorized manufacturer's representative. The Contractor Training documentation shall be specific to the manufacturer of the pipe and fittings.

4. Personnel's training documentation must be current and have been updated within the past two (2) years. Training received more than two years prior to operation with no evidence of activity within the past 6 months shall not be considered current.
 5. Piping Warranty: Contractor shall provide and document required training and required by the piping system manufacturer in order to maintain the piping manufacturer's warranty.
- E. Pressure-Sealed Joints for Copper Tubing: Join copper tube and pressure-seal fittings with tools and procedures recommended by fitting manufacturer. Leave insertion marks on pipe after assembly.
- F. Soldered Joints: Apply ASTM B 813, water-flushable flux, unless otherwise indicated, to tube end. Construct joints according to ASTM B 828 or CDA's "Copper Tube Handbook," using lead-free solder alloy complying with ASTM B 32.
- G. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," "Pipe and Tube" Chapter, using copper-phosphorus brazing filler metal complying with AWS A5.8/A5.8M.
- H. Threaded Joints: Thread pipe with tapered pipe threads according to ASME B1.20.1. Cut threads full and clean using sharp dies. Ream threaded pipe ends to remove burrs and restore full ID. Join pipe fittings and valves as follows:
1. Apply appropriate tape or thread compound to external pipe threads unless dry seal threading is specified.
 2. Damaged Threads: Do not use pipe or pipe fittings with threads that are corroded or damaged. Do not use pipe sections that have cracked or open welds.
- I. Fusion Joints: The employer of the fusion machine operator is responsible for the fusion joint quality of the fusion weld made by that individual. Fusion equipment operators shall be qualified to the procedure used to perform pipe joining. Fusion equipment operators shall have current, formal training on all fusion equipment employed on the project. Training received more than two years prior to operation with no evidence of activity within the past 6 months shall not be considered current.
- J. Pipe Joint Construction: PEX-a Connections: Provide per manufacturer's recommendations. Use manufacturer-recommended cold-expansion tool for F1960 connections.
- K. Welded Joints: Construct joints according to AWS D10.12, using qualified processes and welding operators according to Part 1 "Quality Assurance" Article.
- L. Flanged Joints: Select appropriate gasket material, size, type, and thickness for service application. Provide gasket concentrically positioned. Use suitable lubricants on bolt threads.
- M. Joint Construction for Solvent-Cemented Plastic Piping: Clean and dry joining surfaces. Join pipe and fittings according to the following:
1. Comply with ASTM F 402 for safe-handling practice of cleaners, primers, and solvent cements. Apply primer.
 2. CPVC Piping: Join according to ASTM D 2846/D 2846M Appendix.
 3. PVC Piping: Join according to ASTM D 2855.

3.4 PIPE PENETRATIONS & SLEEVES

- A. Provide sealants for all pipe penetrations. All pipe penetrations shall be sealed.
- B. Refer to Section 23 07 00 “Mechanical Insulation”.
- C. Provide allowance for thermal expansion and contraction of copper tubing passing through a wall, floor, ceiling or partition by wrapping with an approved tape or pipe insulation or by installing through an appropriately sized sleeve.
- D. Sleeve Clearance: Sleeve through floors, walls, partitions, and beams shall be one inch greater in diameter than external diameter of pipe. Sleeve for pipe with insulation shall be large enough to accommodate the insulation.
- E. Provide sleeves for pipes passing through concrete and masonry construction. Galvanized-Steel Sheet: 0.0239-inch minimum thickness; round tube closed with welded longitudinal joint. Cut sleeves to length for mounting flush with both surfaces. Provide sleeves in new walls and slabs as new walls and slabs are constructed. Provide steel pipe sleeves that are large enough to provide 1/4-inch annular clear space between sleeve and pipe or pipe insulation. Piping through concrete or masonry shall not be subject to any load from the building construction.
 - 1. Sleeves are not required in drywall construction.
 - 2. Sleeves are not required for core-drilled holes.
- F. To prevent accidental liquid spills from passing to a lower level, provide the following:
 - 1. For sleeves: Extend sleeve 1-1/2 inch above finished floor and provide sealant for watertight joint.
 - 2. For blocked out floor openings: Provide 1-1/2 inch angle set in silicone adhesive around opening.
 - 3. For drilled penetrations: Provide 1-1/2 inch angle ring or square set in silicone adhesive around penetration.
- G. Fire-Barrier Penetrations: Maintain indicated fire rating of walls, partitions, ceilings, and floors at pipe penetrations. Seal pipe penetrations with firestop materials. Comply with requirements for firestopping specified in Division 7.
- H. Exterior- Pipe Penetrations:
 - 1. Provide sleeve-seal systems in sleeves at service piping entries into building.
 - 2. Select type, size, and number of sealing elements required for piping material and size and for sleeve ID or hole size. Position piping in center of sleeve. Center piping in penetration, assemble sleeve-seal system components, and install in annular space between piping and sleeve. Tighten bolts against pressure plates that cause sealing elements to expand and make a watertight seal.
- I. Escutcheons: Provide for penetrations in finished spaces where pipes are exposed. Install escutcheons with ID to closely fit around pipe, tube, and insulation of piping and with OD that completely covers opening.

- J. Plastic and copper piping penetrating framing members, and within one-inch of the framing, shall be protected with 10-gauge steel nailing plates. The steel plate shall extend along the framing member a minimum of 1.5” beyond the OD of the pipe or tubing.

3.5 PIPING CONNECTIONS

- A. Make connections according to the following, unless otherwise indicated: Provide unions, in piping NPS 2 and smaller, adjacent to each valve and at final connection to each piece of equipment. Provide flanges in piping NPS 2-1/2 and larger, adjacent to valves and at final connection to each piece of equipment.
- B. Provide dielectric fittings at connection between copper and ferrous metal.
- C. Swing Connections for Expansion: Connect risers and branch connections to mains with at least five pipe fittings, including tee in main. Connect mains and branch connections to terminal units with at least four pipe fittings, including tee in main.

3.6 ERECTION OF WOOD SUPPORTS AND ANCHORAGES

- A. Cut, fit, and place wood grounds, nailers, blocking, and anchorages to support, and anchor materials and equipment.
- B. Select fastener sizes that will not penetrate members if opposite side will be exposed to view or will receive finish materials. Tighten connections between members. Provide fasteners without splitting wood members.
- C. Attach to substrates as required to support applied loads.

3.7 ERECTION OF METAL SUPPORTS AND ANCHORAGES

- A. Provide in accordance with Division 5.
- B. Cut, fit, and place miscellaneous metal supports accurately in location, alignment, and elevation to support and anchor materials and equipment. Field Welding: Comply with AWS D1.1.

3.8 FIRESTOPPING

- A. Provide through-penetration firestop systems. Refer to Division 7 for materials. Seal penetrations through fire- or smoke-rated wall, partition, ceiling, or roof assemblies with firestopping systems. Refer to Architectural plans for location of rated assemblies.

3.9 PAINTING

- A. Painting of plumbing and mechanical systems, equipment, and components is specified in Division 9.

- B. Damage and Touchup: Repair marred and damaged factory-painted finishes with materials and procedures to match original factory finish.

3.10 PROJECT CLOSEOUT

- A. Provide Demonstration and Training in accordance Division 1.
- B. Provide Project Record Documents in accordance with Division 1.
- C. Follow Closeout procedures as per Division 1.
- D. Provide Operation and Maintenance information in accordance with Division 1. In addition, provide the following.
 - 1. An O&M manual describing basic data relating to the operation and maintenance of systems and equipment as installed.
 - 2. HVAC control information consisting of diagrams, schedules, control sequence narratives, and maintenance and/or calibration information.
 - 3. TAB report
 - 4. Construction drawings of record, control drawings and final design drawings.

END OF SECTION 23 05 00

SECTION 23 05 19 – THERMOMETERS AND PRESSURE GAUGES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 23 Section “Common Work Results for Mechanical”
 - 2. Mechanical equipment Sections that specify meters and gauges as part of factory-fabricated equipment.

1.2 SUMMARY

- A. This Section includes thermometers and pressure gauges.

1.3 ACTION SUBMITTALS

- A. Product Data: Include scale range, ratings, and calibrated performance curves for each gauge, fitting, specialty, and accessory specified.

1.4 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Ashcroft
 - 2. Weksler
 - 3. Ernst Gauge Co.
 - 4. Trerice: H. O. Trerice Co.
 - 5. Weiss Instruments, Inc.

2.2 THERMOMETERS

- A. Liquid-In-Glass Industrial Thermometers: shall be a blue reading (Fill Type Spirit: Blue colored, organic) liquid-in-glass adjustable angle type, 9" scale, cast aluminum case with cured polyester powder coating, clear acrylic window and brass separable thermowell. Thermometers will be Terice BX9 Series or approved equal.
- B. Scale Range: Temperature ranges for services listed are as follows: The proper range will be selected so that the operating temperature of the material being measured will fall approximately in the middle of the scale.
 - 1. Condenser Water: 30 to 130°F, with 11°F scale divisions.
- C. Thermowells: Provide fitting with protective socket for installation in threaded pipe fitting to hold fixed thermometer stem.
 - 1. Material: Brass, for use in copper piping.
 - 2. Material: Stainless steel, for use in steel piping.
 - 3. Where insulation thickness exceeds 2", a longer stem thermometer will be used with an extension neck brass separable thermowell. The extension neck will be at least 2" long.
 - 4. Thermometers for measuring fluid temperatures will have stems with insertion lengths of roughly half of the pipe diameter; minimum insertion length will be 2".
 - 5. Cap: Threaded, with chain permanently fastened to socket. Heat-Transfer Fluid: Mixture of graphite and glycerin.

2.3 PRESSURE GAUGES

- A. Pressure gauges shall be 3½" dial size with a flangeless cast aluminum case, stainless steel friction ring and glass window. Movement will be brass with a bronze bourdon tube and brass socket. Dial face will be white with black figures; pointer will be friction adjustable type. Accuracy shall be ±1% of scale range, ASME B40.1 Grade 1A. Pressure gauges will be Terice No. 600CB approved equal.
 - 1. Connector: Brass, NPT 1/4.
 - 2. Units of Measure: PSI
 - 3. Provide silicone-damped movement.
 - 4. Range: The proper range shall be selected so that the average operating pressure falls approximately in the middle of the scale selected.
 - 5. Provide pressure-gauge needle valve and snubber (Terice No. 872 pressure snubbers) in piping to pressure gauges; ASME B40.5, NPS 1/4 brass bushing with corrosion-resistant porous-metal disc of material suitable for system fluid and working pressure.
 - 6. Needle Valves: Terice 735 Series; NPS 1/4 brass or 316 stainless steel needle type.
- B. Scale Range: Pressure ranges for services listed are as follows: The proper range will be selected so that the operating pressure of the material being measured will fall approximately in the middle of the scale.
 - 1. Condenser Water: 0 to 60 psi.

2.4 TEST PLUGS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Flow Design, Inc.
 - 2. Peterson Equipment Co., Inc.
 - 3. Trerice, H. O. Co.
 - 4. Watts Regulator Co.; a div. of Watts Water Technologies, Inc.
 - 5. Weiss Instruments, Inc.
- B. Description: Test-station fitting made for insertion into piping tee fitting.
- C. Body: Brass or stainless steel with core inserts and gasketed and threaded cap. Include extended stem on units to be installed in insulated piping.
- D. Thread Size: NPS 1/4 or NPS 1/2, ASME B1.20.1 pipe thread.
- E. Minimum Pressure and Temperature Rating: 500 psig at 200 deg F.
- F. Core Inserts: Chlorosulfonated polyethylene synthetic and EPDM self-sealing rubber.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Provide according to manufacturer's written instructions for applications where used.
- B. Provide thermometers and adjust vertical and tilted positions. Provide thermowells with extension on insulated piping. Provide separable sockets in vertical position in piping tees.
- C. Provide pressure gauges in piping tees with pressure-gauge valve located on pipe at most readable position. Provide valve and snubber in piping for each pressure gage for fluids.

3.2 CONNECTIONS

- A. Piping installation requirements are specified in other Division 22 and 23 Sections. Drawings indicate general arrangement of piping and specialties. Provide adjacent to machines and equipment to allow service and maintenance. Connect per manufacturers recommendations.

3.3 ADJUSTING AND CLEANING

- A. Calibrate according to manufacturer's written instructions, after installation.
- B. Adjust faces to proper angle for best visibility.

- C. Clean windows and clean factory-finished surfaces. Replace cracked and broken windows, and repair scratched and marred surfaces with manufacturer's touchup paint.

END OF SECTION 23 05 19

SECTION 22 05 29 - HANGERS AND SUPPORTS FOR PIPING AND EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 23 Section "Common Work Results for Mechanical"
 - 2. Division 23 Section "Mechanical Insulation"

1.2 SUMMARY

- A. This Section includes hangers and supports for piping and equipment.

1.3 ACTION SUBMITTALS

- A. Submit product data on all hanger and support devices, including shields and attachment methods. Product data to include, but not limited to materials, finishes, approvals, load ratings, and dimensional information.
- B. Shop Drawings: Signed and sealed by a qualified professional engineer. Show fabrication and installation details and include calculations for the following; include Product Data for components:
 - 1. Trapeze pipe hangers.
 - 2. Metal framing systems.
 - 3. Pipe stands.
 - 4. Equipment supports.
- C. Delegated-Design Submittal: For trapeze hangers indicated to comply with performance requirements and design criteria, including analysis data signed and sealed by the qualified professional engineer responsible for their preparation.

1.4 QUALITY ASSURANCE

- A. Provide in accordance with MSS SP69 - Manufacturers Standardization Society: Pipe Hangers and Supports- Selection and Application
- B. Steel pipe hangers and supports shall have the manufacturer's name, part number, and applicable size stamped in the part itself for identification.

- C. Pipe Hangers, Supports, and Components: The materials of all pipe hanging and supporting elements shall be in accordance with MSS SP-58.
- D. Welding: Qualify processes and operators according to ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. B-Line Systems, Inc.
 - 2. Carpenter & Patterson, Inc.
 - 3. Grinnell Corp.
 - 4. Hubbard Enterprises/Holdrite
 - 5. National Pipe Hanger Corp.
 - 6. Piping Technology & Products, Inc.
 - 7. Unistrut
 - 8. Anvil International, Inc.
 - 9. Empire

2.2 PIPE HANGERS AND SUPPORTS

- A. Conform to Manufacturers Standardization Society ANSI/MSS SP-69 & SP-58 – Types indicated below.
- B. Hangers:
 - 1. Uninsulated pipes 2 inch and smaller:
 - a. Adjustable steel swivel ring (band type) hanger, Type 10, B-Line B3170.
 - b. Adjustable steel swivel J-hanger, Type 5, B-Line B3690.
 - c. Malleable iron ring hanger, Type 12, B-Line B3198R or hinged ring hanger, B3198H.
 - d. Adjustable steel clevis hanger, Type 1, B-Line B3100.
 - 2. Uninsulated pipes 2-1/2 inch and larger:
 - a. Adjustable steel clevis hanger, Type 1, B-Line B3100.
 - b. Pipe roll with sockets, Type 41, B-Line B3114.
 - c. Adjustable steel yoke pipe roll, Type 43, B-Line B3110.
 - 3. Insulated pipe- Hot piping:
 - a. 2 inch and smaller pipes: use adjustable steel clevis with galvanized sheet metal shield. Type 1, B-Line B3100 with Type 40, B-Line B3151 series insulation protection shield.

- b. 2-1/2 inch and larger pipes: Type 41 or Type 43 with Type 39A/39B, B3160-B3165 series pipe covering protection saddle.
 4. Insulated pipe- Cold piping:
 - a. 5 inch and smaller pipes: use adjustable steel clevis with galvanized sheet metal shield. Type 1, B-Line B3100 with Type 40, B-Line B3151 series insulation protection shield.
 - b. 6 inch and larger pipes: Type 41 or Type 43 with Type 39A/39B, B3160-B3165 series pipe covering protection saddle.
- C. Pipe Clamps: When flexibility in the hanger assembly is required due to horizontal movement, use pipe clamps with weldless eye nuts, Type 4, B-Line B3140. For insulated lines use double bolted pipe clamps, Type 3, B-Line B3144.
- D. Multiple or Trapeze Hanger
 1. Trapeze hangers shall be constructed from 12 gauge roll formed ASTM A1011 SS Grade 33 structural steel channel, 1-5/8 inch by 1-5/8 inch minimum, B-Line B22 strut or stronger as required.
 2. Mount pipes to trapeze with 2 piece pipe straps sized for outside diameter of pipe, B-Line B2000 Series.
 3. For pipes subjected to axial movement: Strut mounted roller support, B-Line B3126. Use pipe protection shield or saddles on insulated lines. Strut mounted pipe guide, B-Line B2417.
- E. Wall Supports
 1. Pipes 4 inch and smaller: Carbon steel J-hanger, B-Line B3690.
 2. Pipes larger than 4 inch: Welded strut bracket and pipe straps, Type 31 light welded steel bracket, B-Line B3064. Provide Type 32 or Type 33 for heavier loads.
- F. Floor Supports
 1. Hot piping under 6 inch and all cold piping: Carbon steel adjustable pipe saddle and nipple attached to steel base stand sized for pipe elevation. Type 38 adjustable pipe saddle, B-Line B3093 and B3088T base stand; or Type 39, B3090 and B3088 base stand. Pipe saddle shall be screwed or welded to appropriate base stand.
 2. Hot piping 6 inch and larger: Adjustable Roller stand with base plate, Type 46, B3118SL. Adjustable roller support and steel support sized for elevation, B-Line B3124.
- G. Vertical Supports: Steel riser clamp sized to fit OD of pipe, Type 8, B-Line B3373.
- H. Copper Tubing Supports
 1. Hangers shall be sized to fit copper tubing outside diameters.
 - a. Adjustable steel swivel ring (band type) hanger, Type 10, B-Line B3170CT.
 - b. Malleable iron ring hanger, Type 12, B-Line B3198RCT or hinged ring hanger B3198HCT.
 - c. Adjustable steel clevis hanger, Type 1, B-Line B3104CT.

2. For supporting copper tube to strut use epoxy painted pipe straps sized for copper tubing, B-Line B2000 series, or plastic inserted vibration isolation clamps, B-Line BVT series.
- I. Plastic Pipe Supports: V-Bottom clevis hanger with galvanized 18-gauge continuous support channel, Type 1, B-Line B3106 and B3106V plastic pipe support channel, to form a continuous support system for plastic pipe or flexible tubing.
- J. Supplementary Structural Supports: Design and fabricate supports using structural quality steel bolted framing materials as manufactured by Cooper B-Line. Channels shall be roll formed, 12 gauge ASTM A1011 SS Grade 33 steel, 1-5/8 inch by 1-5/8 inch or greater as required by loading conditions. Submit designs for pipe tunnels, pipe galleries, etc., to engineer for approval. Use clamps and fittings designed for use with the strut system.

2.3 UPPER ATTACHMENTS

- A. Beam Clamps
 1. Beam clamps shall be used where piping is to be suspended from building steel. Clamp type shall be selected on the basis of load to be supported, and load configuration.
 2. C-Clamps shall have locknuts and cup point set screws, Type 23, B-Line B351L. Refer to manufacturer's recommendation for setscrew torque. Retaining straps shall be used to maintain the clamps position on the beam where required.
- B. Concrete Inserts
 1. Cast in place spot concrete inserts shall be used where applicable; either steel or malleable iron body, Type 18, B-Line B2500 or B3014. Spot inserts shall allow for lateral adjustment and have means for attachment to forms. Select inserts to suit threaded hanger rod sizes, B-Line N2500 or B3014N series.
 2. Continuous concrete inserts shall be used where applicable. Channels shall be 12 gauge, ASTM A1011 SS Grade 33 structural quality carbon steel, complete with Styrofoam inserts and end caps with nail holes for attachment to forms. The continuous concrete insert shall have a load rating of 2,000 lbs/ft. in concrete, B-Line B22I, 32I, or 52I. Select channel nuts suitable for strut and rod sizes.

2.4 VIBRATION ISOLATION AND SUPPORTS

- A. For air conditioning and other vibrating system applications, use a clamp that has a vibration dampening insert and a nylon inserted locknut. For copper and steel tubing use B-Line BVT-Series Vibraclamps.
- B. For larger tubing or piping subjected to vibration, use neoprene or spring hangers as required.
- C. For base mounted equipment use vibration pads, molded neoprene mounts, or spring mounts as required.

2.5 ACCESSORIES

- A. Hanger Rods shall be threaded both ends, or continuous threaded rods of circular cross section. Use adjusting locknuts at upper attachments and hangers. No wire, chain, or perforated straps are allowed.
- B. Shields shall be 180 degree galvanized sheet metal, 12 inch minimum length, 18 gauge minimum thickness, designed to match outside diameter of the insulated pipe, B-Line B3151.
- C. Pipe protection saddles shall be formed from carbon steel, 1/8 inch minimum thickness, sized for insulation thickness. Saddles for pipe sizes greater than 12 inch shall have a center support rib.

2.6 FINISHES

- A. Indoor Finishes:
 - 1. Hangers and clamps for support of bare copper piping shall be coated with copper colored epoxy paint, B-Line Dura-Copper®. Additional PVC coating of the epoxy painted hanger shall be used where necessary.
 - 2. Hangers for other than bare copper pipe shall be zinc plated in accordance with ASTM B633; or shall have an electro-deposited green epoxy finish, B-Line Dura-Green®.
 - 3. Strut channels shall be pre-galvanized in accordance with ASTM A653 SS Grade 33 G90 OR have an electro-deposited green epoxy finish, B-Line Dura-Green®.
- B. Outdoor Finishes: Hangers and strut located outdoors shall be hot dip galvanized after fabrication in accordance with ASTM A123. All hanger hardware shall be hot dip galvanized or stainless steel. Zinc plated hardware is not acceptable for outdoor or corrosive use.

2.7 METAL FRAMING SYSTEMS (“UNISTRUT”)

- A. MFMA Manufacturer Metal Framing Systems:
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Cooper B-Line, Inc.
 - b. Flex-Strut Inc.
 - c. Thomas & Betts Corporation.
 - d. Unistrut Corporation; Tyco International, Ltd.
 - 2. Description: Shop- or field-fabricated pipe-support assembly for supporting multiple parallel pipes.
 - 3. Standard: MFMA-4.
 - 4. Channels: Continuous slotted steel channel with in-turned lips.
 - 5. Channel Nuts: Formed or stamped steel nuts or other devices designed to fit into channel slot and, when tightened, prevent slipping along channel.
 - 6. Hanger Rods: Continuous-thread rod, nuts, and washer made of carbon steel.
 - 7. Coating: Unistrut Perma-green or similar.

2.8 PIPE STANDS

- A. General Requirements for Pipe Stands: Shop- or field-fabricated assemblies made of manufactured corrosion-resistant components to support roof-mounted piping.
- B. Compact Pipe Stand: One-piece plastic unit with integral-rod roller, pipe clamps, or V-shaped cradle to support pipe, for roof installation without membrane penetration.
- C. Low-Type, Single-Pipe Stand: One-piece plastic or stainless-steel base unit with plastic roller, for roof installation without membrane penetration.
- D. High-Type, Pipe Stand:
 - 1. Description: Assembly of base, vertical and horizontal members, and pipe support, for roof installation without membrane penetration.
 - 2. Bases: One or more; plastic.
 - 3. Vertical Members: Two or more cadmium-plated-steel or stainless-steel, continuous-thread rods.
 - 4. Horizontal Member: Cadmium-plated-steel or stainless-steel rod with plastic or stainless-steel, roller-type pipe support.
 - 5. Pipe Supports, multiple pipes: Galvanized-steel, clevis-type pipe hangers.
- E. Curb-Mounted-Type Pipe Stands: Shop- or field-fabricated pipe supports made from structural-steel shapes, continuous-thread rods, and rollers, for mounting on permanent stationary roof curb.

PART 3 - EXECUTION

3.1 HANGER AND SUPPORT INSTALLATION

- A. Metal Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Provide hangers, supports, clamps, and attachments as required to properly support piping from the building structure.
- B. Metal Trapeze Pipe-Hanger Installation: Comply with MSS SP-69 and MSS SP-89. Arrange for grouping of parallel runs of horizontal piping, and support together on field-fabricated trapeze pipe hangers. Pipes of Various Sizes: Support together and space trapezes for smallest pipe size or install intermediate supports for smaller diameter pipes as specified for individual pipe hangers. Field fabricate from ASTM A 36/A 36M, carbon-steel shapes selected for loads being supported. Weld steel according to AWS D1.1/D1.1M.
- C. Metal Framing System Installation: Provide per manufactures recommendations and calculations.
- D. Thermal-Hanger Shield Installation: Provide in pipe hanger or shield for insulated piping.
- E. Fastener System Installation: Provide powder-actuated fasteners for use in lightweight concrete or concrete slabs less than 4 inches thick in concrete after concrete is placed and completely

cured. Use operators that are licensed by powder-actuated tool manufacturer. Provide fasteners according to powder-actuated tool manufacturer's operating manual. Provide mechanical-expansion anchors in concrete after concrete is placed and completely cured. Provide fasteners according to manufacturer's written instructions.

- F. Pipe Stand Installation: Provide per manufactures recommendations and calculations. Pipe Stand Types except Curb-Mounted Type: Assemble components and mount on smooth roof surface. Do not penetrate roof membrane. Curb-Mounted-Type Pipe Stands: Assemble components or fabricate pipe stand and mount on permanent, stationary roof curb.
- G. Provide hangers and supports complete with necessary attachments, inserts, bolts, rods, nuts, washers, and other accessories.
- H. Equipment Support Installation: Fabricate from welded-structural-steel shapes.
- I. Provide hangers and supports to allow controlled thermal and seismic movement of piping systems, to permit freedom of movement between pipe anchors, and to facilitate action of expansion joints, expansion loops, expansion bends, and similar units.
- J. Provide lateral bracing with pipe hangers and supports to prevent swaying.
- K. Provide building attachments within concrete slabs or attach to structural steel. Provide additional attachments at concentrated loads, including valves, flanges, and strainers, NPS 2-1/2 and larger and at changes in direction of piping. Provide concrete inserts before concrete is placed; fasten inserts to forms and install reinforcing bars through openings at top of inserts.
- L. Load Distribution: Provide hangers and supports so that piping live and dead loads and stresses from movement will not be transmitted to connected equipment.
- M. Pipe Slopes: Provide hangers and supports to provide indicated pipe slopes and to not exceed maximum pipe deflections allowed by plumbing code and ASME B31.9 for building services piping. Piping shall be supported in such a manner as to maintain its alignment and prevent sagging.
- N. Insulated Piping:
 - 1. Attach clamps and spacers to piping.
 - a. Piping Operating above Ambient Air Temperature: Clamp may project through insulation.
 - b. Piping Operating below Ambient Air Temperature: Use thermal-hanger shield insert with clamp sized to match OD of insert.
 - c. Do not exceed pipe stress limits allowed by ASME B31.9 for building services piping.
 - 2. Thermal-Hanger Shields: Provide with insulation same thickness as piping insulation.

3.2 EQUIPMENT SUPPORTS

- A. Fabricate structural-steel stands to suspend equipment from structure overhead or to support equipment above floor.
- B. Grouting: Place grout under supports for equipment and make bearing surface smooth.
- C. Provide lateral bracing, to prevent swaying, for equipment supports.

3.3 METAL FABRICATIONS

- A. Cut, drill, and fit miscellaneous metal fabrications for trapeze pipe hangers and equipment supports.
- B. Fit exposed connections together to form hairline joints. Field weld connections that cannot be shop welded because of shipping size limitations.
- C. Field Welding: Comply with AWS D1.1/D1.1M procedures for shielded, metal arc welding; appearance and quality of welds; and methods used in correcting welding work. Use materials and methods that minimize distortion and develop strength and corrosion resistance of base metals. Obtain fusion without undercut or overlap. Remove welding flux immediately. Finish welds at exposed connections so no roughness shows after finishing and so contours of welded surfaces match adjacent contours.

3.4 ADJUSTING

- A. Hanger Adjustments: Adjust hangers to distribute loads equally on attachments and to achieve indicated slope of pipe.
- B. Trim excess length of continuous-thread hanger and support rods to 1-1/2 inches.

3.5 PAINTING

- A. Touchup: Clean field welds and abraded areas of shop paint. Paint exposed areas immediately after erecting hangers and supports. Use same materials as used for shop painting. Comply with SSPC-PA 1 requirements for touching up field-painted surfaces. Apply paint by brush or spray to provide a minimum dry film thickness of 2.0 mils.
- B. Galvanized Surfaces: Clean welds, bolted connections, and abraded areas and apply galvanizing-repair paint to comply with ASTM A 780.

3.6 HANGER AND SUPPORT SCHEDULE

- A. Specific hanger and support requirements are in Sections specifying piping systems and equipment.
- B. Comply with MSS SP-69 for pipe-hanger selections and applications that are not specified in piping system Sections.

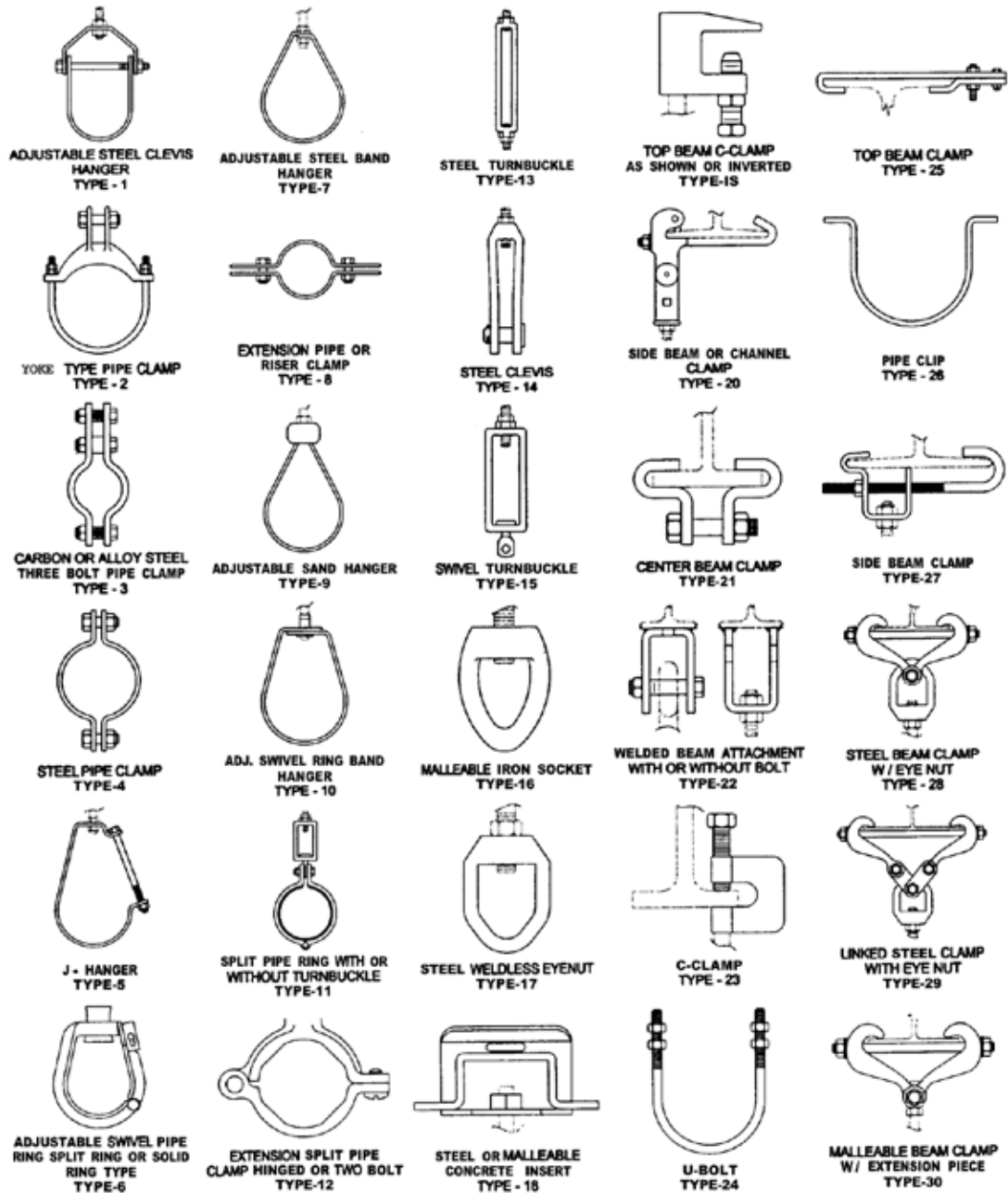
- C. Use hangers and supports with galvanized metallic coatings for piping and equipment that will not have field-applied finish.
- D. Comply with MSS SP-69 for trapeze pipe-hanger selections and applications that are not specified in piping system Sections.
- E. Comply with MFMA-103 for metal framing system selections and applications that are not specified in piping system Sections.
- F. Use powder-actuated fasteners or mechanical-expansion anchors instead of building attachments where required in concrete construction.

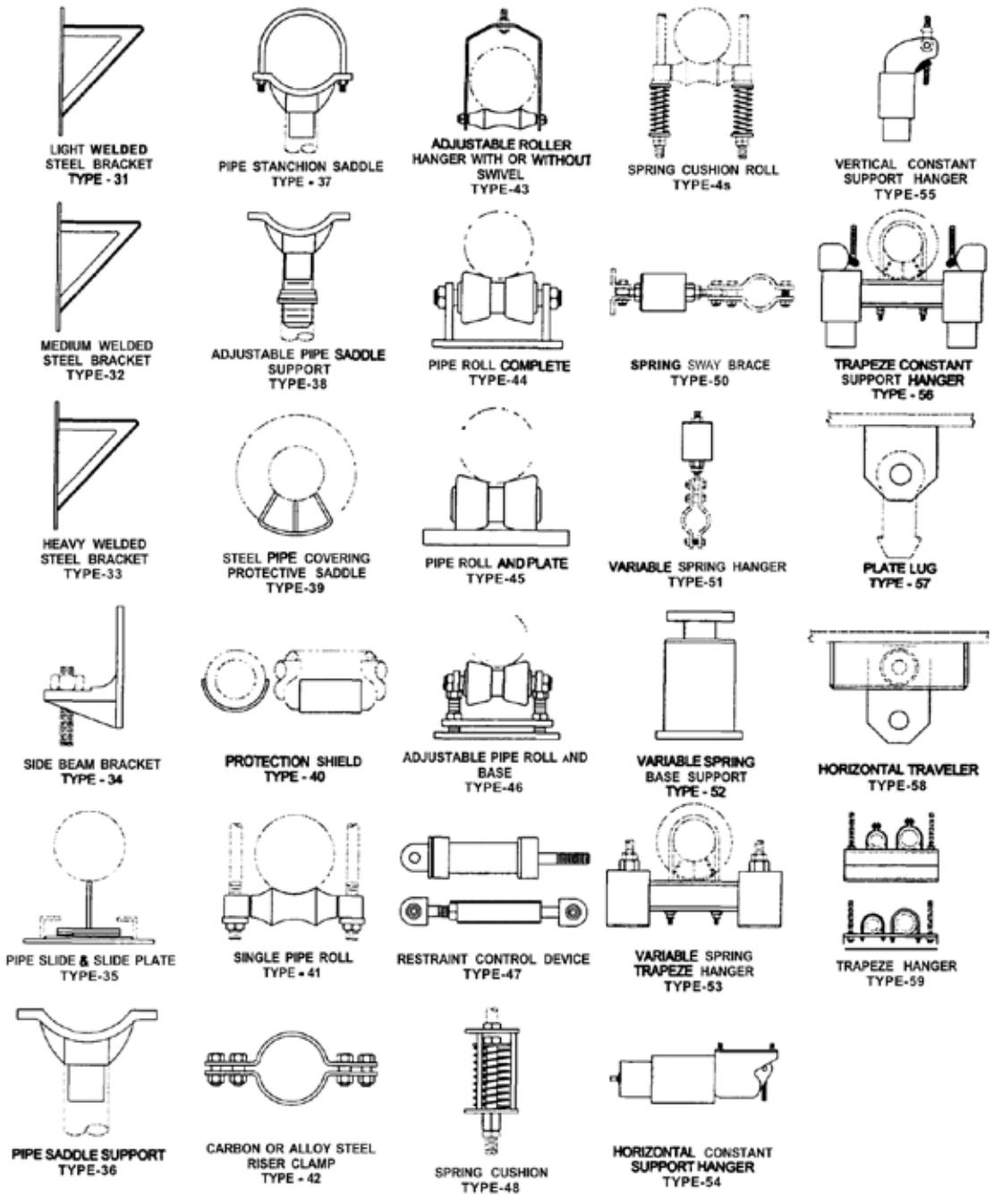
3.7 HANGER SPACING

- A. Support piping and tubing not listed below according to MSS SP-69 and manufacturer's written instructions.
- B. Provide hangers for steel piping with the following maximum horizontal spacing and minimum rod sizes:
 - 1. NPS 1/2": Maximum span, 6 feet; minimum rod size, 3/8 inch.
 - 2. NPS 3/4 to 1: Maximum span, 8 feet; minimum rod size, 3/8 inch.
 - 3. NPS 1-1/4: Maximum span, 10 feet; minimum rod size, 3/8 inch.
 - 4. NPS 1-1/2: Maximum span, 10 feet; minimum rod size, 3/8 inch.
 - 5. NPS 2: Maximum span, 10 feet; minimum rod size, 3/8 inch.
 - 6. NPS 2-1/2: Maximum span, 10 feet; minimum rod size, 1/2 inch.
 - 7. NPS 3: Maximum span, 10 feet; minimum rod size, 1/2 inch.
 - 8. NPS 4: Maximum span, 10 feet; minimum rod size, 5/8 inch.
 - 9. NPS 5: Maximum span, 10 feet; minimum rod size, 5/8 inch.
 - 10. NPS 6: Maximum span, 10 feet; minimum rod size, 3/4 inch.
 - 11. NPS 8: Maximum span, 10 feet; minimum rod size, 3/4 inch.
 - 12. NPS 10: Maximum span, 10 feet; minimum rod size, 7/8 inch.
 - 13. NPS 12: Maximum span, 10 feet; minimum rod size, 7/8 inch.
- C. Provide hangers for drawn-temper copper piping with the following maximum horizontal spacing and minimum rod sizes:
 - 1. NPS 1/2 and 3/4: Maximum span, 5 feet; minimum rod size, 3/8 inch.
 - 2. NPS 1 to 1-1/2": Maximum span, 6 feet; minimum rod size, 3/8 inch.
 - 3. NPS 2: Maximum span, 9 feet; minimum rod size, 1/2 inch.
 - 4. NPS 2-1/2: Maximum span, 9 feet; minimum rod size, 1/2 inch.
 - 5. NPS 3: Maximum span, 10 feet; minimum rod size, 1/2 inch.
 - 6. NPS 4: Maximum span, 10 feet; minimum rod size, 1/2 inch.
 - 7. Maximum vertical steel and copper pipe attachment spacing: 10 feet.
- D. Piping Hangers for Plastic Piping:
 - 1. Space hangers according to pipe manufacturer's written instructions for service conditions. Avoid point loading. Space and install hangers with the fewest practical rigid anchor points.

2. In systems where large fluctuations in temperature occur, allowances must be made for expansion and contraction of the piping system. Since changes in direction in the system are usually sufficient to allow for expansion and contraction, hangers must be placed so as not to restrict this movement.
 3. Hangers shall not compress, distort, cut or abrade the piping. All piping shall be supported at intervals sufficiently close to maintain correct pipe alignment and to prevent sagging or grade reversal. Pipe should also be supported at all branch ends and at all changes of direction.
 4. Hangers shall be placed next to the pipe joint not more than 18" from the point joint.
 5. Maximum horizontal spacing and minimum rod diameters (pipe temperature 100°F or lower).
 - a. Solvent cemented PVC
 - 1) NPS 1 and smaller: 48" with 3/8-inch rod.
 - 2) NPS 1-1/4 to NPS 3: 48" with 3/8-inch rod.
 - 3) NPS 3: 48" with 1/2-inch rod.
 - 4) NPS 4: 48" with 5/8-inch rod.
 - 5) NPS 6 and 8: 48" with 3/4-inch rod.
 - b. Solvent cemented CPVC
 - 1) NPS 1 and smaller: 36" with 3/8-inch rod.
 - 2) NPS 1-1/4 to NPS 3: 48" with 3/8-inch rod.
 - 3) NPS 3: 48" with 1/2-inch rod.
 - 4) NPS 4: 48" with 5/8-inch rod.
 - 5) NPS 6 and 8: 48" with 3/4-inch rod.
 - c. PEX or PP
 - 1) NPS 1 and smaller: 32" with 3/8-inch rod.
 - 2) NPS 1-1/4 to NPS 3: 48" with 3/8-inch rod.
 - 3) NPS 3: 48" with 1/2-inch rod.
 6. Provide supports for vertical piping every 10 feet.
- E. Support vertical piping independently of connected horizontal piping. Support vertical pipes at base and at every floor. Wherever possible, locate riser clamps directly below pipe couplings or shear lugs.
- F. Place a hanger within 12 inches of each horizontal elbow.

3.8 MSS SP-69 REFERENCE





END OF SECTION 23 05 29

SECTION 23 05 53 – IDENTIFICATION FOR MECHANICAL

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Division 23 Section "Common Work Results for Mechanical"

1.2 SUMMARY

- A. This Section includes the following mechanical identification materials and their installation.

1.3 SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Valve numbering scheme. Valve Schedules: For each piping system. Furnish extra copies (in addition to mounted copies) to include in maintenance manuals.

1.4 QUALITY ASSURANCE

- A. ASME Compliance: Comply with ASME A13.1, "Scheme for the Identification of Piping Systems," for letter size, length of color field, colors, and viewing angles of identification devices for piping.

1.5 COORDINATION

- A. Coordinate installation of identifying devices with completion of covering and painting of surfaces where devices are to be applied.
- B. Coordinate installation of identifying devices with location of access panels and doors.
- C. Provide identifying devices before installing acoustical ceilings and similar concealment.

PART 2 - PRODUCTS

2.1 EQUIPMENT IDENTIFICATION DEVICES

- A. Terminology: Match schedules as closely as possible.

- B. Tag and description: Example: “EF-1 - Bathroom Exhaust”
- C. Equipment Markers: Custom Vinyl Decals with a clear polyester overlamine to endure outdoor conditions and are UV and scuff resistant. Decals shall be made of flexible vinyl with a permanent pressure-sensitive adhesive backing suitable for curved surfaces. Service temperature range of -40°F to 176°F.
- D. In addition to the equipment tag, equipment located above the ceiling that requires servicing shall be labeled on the ceiling grid using a labeling machine.

2.2 PIPING IDENTIFICATION DEVICES

- A. Manufactured Pipe Markers, General: Seton, Brady, or approved equal; preprinted, color-coded, with lettering indicating service, and showing direction of flow.
 - 1. Colors: Comply with ASME A13.1, unless otherwise indicated.
 - 2. Lettering: Use piping system terms indicated and abbreviate only as necessary for each application length. Size of letters and length of color field per ASME A13.1.
 - 3. Pipes with OD, Including Insulation; Full-band snap-around pipe markers extending 360 degrees around pipe at each location.
 - 4. Arrows: Integral with piping system service lettering to accommodate both directions; or as separate unit on each pipe marker to indicate direction of flow.
 - 5. Minimum length of color field and size of letters shall be in accordance with Plumbing Code requirements.
- B. Types:
 - 1. Self-adhesive type: Seton Opti-Code.
 - 2. Snap-around type: Seton Setmark.
 - 3. Wrap-around type: Seton Ultra-mark; PVF over-laminated polyester construction seals in and protects graphics; suitable for outdoor or harsh environments.

2.3 DUCT IDENTIFICATION DEVICES

- A. Duct Markers: Engraved, color-coded laminated plastic. Include direction and quantity of airflow and duct service (such as supply, return, and exhaust). Include contact-type, permanent adhesive.

2.4 VALVE TAGS & SCHEDULES

- A. Valve Tags: Stamped or engraved 1-1/2" round with 1/4-inch letters for piping system legend and 1/2-inch black-filled numbers, with numbering scheme; 3/16" hole for fastener; Material: 19-gauge brass; Valve-Tag Fasteners: Brass wire-link or beaded chain; or S-hook.
- B. Valve Schedules: For each piping system, on standard-size bond paper. Tabulate valve number, piping system, system abbreviation (as shown on valve tag), location of valve (room or space), normal-operating position (open, closed, or modulating), and variations for identification. Mark valves for emergency shutoff and similar special uses.

1. Valve-Schedule Frames: Glazed display frame for removable mounting on masonry walls for each page of valve schedule. Include mounting screws.
2. Frame: aluminum.
3. Glazing: ASTM C 1036, Type I, Class 1, Glazing Quality B, 2.5-mm, single-thickness glass.

2.5 WARNING TAGS

- A. Warning Tags: Preprinted or partially preprinted, accident-prevention tags; of plasticized card stock with matte finish suitable for writing.
1. Size: 3 by 5-1/4 inches minimum.
 2. Fasteners: Brass grommet and wire.
 3. Nomenclature: Large-size primary caption such as DANGER, CAUTION, or DO NOT OPERATE.
 4. Color: Yellow background with black lettering.

PART 3 - EXECUTION

3.1 APPLICATIONS, GENERAL

- A. Products specified are for applications referenced in other Division 22 or 23 Sections. If more than single-type material, device, or label is specified for listed applications, selection is Installer's option.

3.2 EQUIPMENT IDENTIFICATION

- A. Provide equipment markers on each item of scheduled equipment. Data required for markers may be included on signs, and markers may be omitted if both are indicated.
1. Letter Size: Minimum 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.
 2. Data: Distinguish among multiple units, indicate operational requirements, indicate safety and emergency precautions, warn of hazards and improper operations, and identify units.
 3. Locate markers where accessible and visible.
- B. Equipment located above the ceiling that requires servicing shall be labeled on the ceiling using a labeling machine.
1. Ceilings 10 feet and lower: Letters shall be 1/4" high, black.
 2. Ceilings higher than 10 feet: Letters shall be 3/8" high, black.
 3. Label all equipment above ceiling that requires servicing or access.
 4. Locate labels on the ceiling grid, adjacent to the ceiling tile that provides the best access to the valve or item that requires servicing.

3.3 PIPING IDENTIFICATION

- A. Provide manufactured pipe markers indicating service on each piping system.
 - 1. Provide pipe markers to manufacturer's instructions.
 - 2. Identify piping, concealed or exposed. Include service and flow direction.
 - 3. Provide in clear view and align with axis of piping.
 - 4. Locate identification at maximum 20 feet centers on straight runs including risers and drops, adjacent to each valve and tee, at each side of penetration of structure or enclosure, and at each obstruction.
 - 5. At access doors and similar access points that permit view of concealed piping.
 - 6. At least one per room.

- B. Unions covered by insulation: Stencil or label the outside insulation jacket of each union with the word "union." Match size and color of pipe labels.

3.4 DUCT IDENTIFICATION

- A. Locate duct markers as follows.
 - 1. Ducts leaving mechanical rooms.
 - 2. Ducts at riser shaft branches.

- B. Provide duct markers with permanent adhesive on air ducts in the following color codes:
 - 1. Green: For cold-air supply ducts.
 - 2. Yellow: For hot-air supply ducts.
 - 3. Blue: For return ducts.
 - 4. Red: For exhaust-, outside, or relief air ducts
 - 5. Identify by system tag and type.
 - 6. Letter Size: Minimum 1/4 inch for name of units if viewing distance is less than 24 inches, 1/2 inch for viewing distances up to 72 inches, and proportionately larger lettering for greater viewing distances. Include secondary lettering two-thirds to three-fourths the size of principal lettering.

- C. Locate markers near points where ducts enter into concealed spaces and at maximum intervals of 50 feet in each space where ducts are exposed or concealed by removable ceiling system.

3.5 VALVE-TAG INSTALLATION

- A. Provide tags on valves and control devices in piping systems, except check valves; valves within factory-fabricated equipment units; plumbing fixture supply stops; shutoff valves; faucets; and HVAC terminal devices and similar roughing-in connections of end-use fixtures and units. List tagged valves in a valve schedule.

- B. Mount valve schedule on wall in accessible location in each major equipment room. Provide (2) copies of valve schedules burned to a DVD or memory stick; Word or Excel format.

3.6 WARNING-TAG INSTALLATION

- A. Write required message on, and attach warning tags to, equipment and other items where required.

3.7 ADJUSTING

- A. Relocate mechanical identification materials and devices that have become visually blocked by other work.

3.8 CLEANING

- A. Clean faces of mechanical identification devices.

END OF SECTION 23 05 53

SECTION 23 05 93 - TESTING, ADJUSTING, AND BALANCING FOR HVAC

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes Testing, Adjusting, & Balancing

1.3 INFORMATIONAL SUBMITTALS

- A. Qualification Data: Within 30 days of Contractor's Notice to Proceed, submit documentation of AABC agency and personnel, including a sample copy of the AABC "National Performance Guaranty." If not submitted within the timeframe specified, the engineer has the right to choose an AABC agency at the Contractor's expense.
- B. Examination Report: Provide a summary report of the examination review required in Section 3.1, if issues are discovered that may preclude the proper testing and balancing of the systems.

1.4 ACTION SUBMITTALS

- A. Use standard forms from AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems." NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems." SMACNA's TABB "HVAC Systems - Testing, Adjusting, and Balancing." TAB firm's forms approved by Architect. TABB "Contractors Certification Manual."

1.5 QUALITY ASSURANCE

- A. Instrumentation Type, Quantity, Accuracy, and Calibration: Comply with requirements in ASHRAE 111, Section 4, "Instrumentation."
- B. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 7.2.2 - "Air Balancing."
- C. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.7.2.3 - "System Balancing."

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine the Contract Documents to become familiar with Project requirements and to discover conditions in systems' designs that may preclude proper T&B of systems and equipment.
- B. Examine systems for installed balancing devices, such as test ports, gage cocks, thermometer wells, flow-control devices, balancing valves and fittings, and manual volume dampers. Note the locations of devices that are not accessible for testing and balancing.
- C. Examine the approved submittals for HVAC systems and equipment.
- D. Examine ceiling plenums and underfloor air plenums used for supply, return, or relief air to verify that are properly separated from adjacent areas.
- E. Examine equipment performance data including fan and pump curves.
- F. Examine HVAC equipment and filters and verify that bearings are greased, belts are aligned and tight, clean permanent filters are installed, and equipment with functioning controls is ready for operation.
- G. Examine terminal units and verify that they are accessible and their controls are connected, configured by the controls contractor, and functioning.
- H. Examine strainers to verify that startup screens have been replaced with permanent screens and that all strainers have been cleaned.
- I. Examine control valves for proper installation and function.
- J. Examine heat-transfer coils for correct piping connections and for clean and straight fins.
- K. Examine air vents to verify that mechanical contractor has removed all air from all hydronic systems.

3.2 PREPARATION

- A. Prepare a T&B plan that includes the following:
 - 1. Equipment and systems to be tested.
 - 2. Strategies and step-by-step procedures for balancing the systems.
 - 3. Instrumentation to be used.
 - 4. Sample forms with specific identification for all equipment.
- B. Prepare system-readiness checklists, as described in the "AABC National Standards for Total System Balance," for use by systems installers in verifying system readiness for T&B. These shall include, at a minimum, the following:

1. Airside:
 - a. Ductwork is complete with terminals installed.
 - b. Volume and life-safety dampers are open and functional.
 - c. Clean filters are installed.
 - d. Fans are operating, free of vibration, and rotating in correct direction.
 - e. Variable-frequency controllers' start-up is complete and safeties are verified.
 - f. Automatic temperature-control systems are operational.
 - g. Ceilings are installed.
 - h. Windows and doors are installed.
 - i. Suitable access to balancing devices and equipment is provided.

2. Hydronics:
 - a. Piping is complete with terminals installed.
 - b. Water treatment is complete.
 - c. Systems are flushed, filled and air purged.
 - d. Strainers are pulled and cleaned.
 - e. Control valves are functioning per the sequence of operation.
 - f. Shutoff and balance valves have been verified to be 100 percent open.
 - g. Pumps are started and proper rotation is verified.
 - h. Pump gage connections are installed directly at pump inlets and outlets flange or in discharge and suction pipe prior to valves or strainers.
 - i. Variable-frequency controllers' start-up is complete and safeties are verified.
 - j. Suitable access to balancing devices and equipment is provided.

3.3 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in AABC's "National Standards for Total System Balance" and in this Section.
- B. Mark equipment and balancing devices, including damper-control positions, valve position indicators, fan-speed-control levers, and similar controls and devices, with paint or other suitable, permanent identification material to show final settings.
- C. Take and report testing and balancing measurements in inch-pound (IP) units.

3.4 GENERAL PROCEDURES FOR BALANCING AIR SYSTEMS

- A. Prepare test reports for both fans and outlets. Obtain approved submittals and recommended testing procedures. Crosscheck the summation of required outlet volumes with required fan volumes.
- B. Prepare single-line schematic diagram of systems for the purpose of identifying HVAC components.
- C. For variable-air-volume systems, develop a plan to simulate diversity.
- D. Determine the best locations in main and branch ducts for accurate duct-airflow measurements.

- E. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
- F. Verify that motor starters are equipped with properly sized thermal protection.
- G. Check condensate drains for proper connections and functioning.
- H. Check for proper sealing of air-handling-unit components.

3.5 PROCEDURES FOR CONSTANT-VOLUME AIR SYSTEMS

- A. Adjust fans to deliver total indicated airflows within the maximum allowable fan speed listed by fan manufacturer.
 - 1. Measure total airflow.
 - a. Set outside air, return air and relief air dampers for proper position that simulates minimum outdoor air conditions.
 - b. Where duct conditions allow, measure airflow by Pitot-tube traverse. If necessary, perform multiple Pitot-tube traverses to obtain total airflow.
 - c. Where duct conditions are not suitable for Pitot-tube traverse measurements, a coil traverse may be acceptable.
 - d. If a reliable Pitot-tube traverse or coil traverse is not possible, measure airflow at terminals and calculate the total airflow.
 - 2. Measure fan static pressures as follows to determine actual static pressure:
 - a. Measure static pressure directly at the fan outlet or through the flexible connection.
 - b. Measure static pressure directly at the fan inlet or through the flexible connection.
 - c. Measure static pressure across each component that makes up the air-handling system.
 - d. Report any artificial loading of filters at the time static pressures are measured.
 - 3. Do not make fan-speed adjustments that result in motor overload. Consult equipment manufacturers about fan-speed safety factors. Modulate dampers and measure fan-motor amperage to ensure that no overload will occur. Measure amperage in full-cooling, full-heating, economizer, and any other operating mode to determine the maximum required brake horsepower.
- B. Adjust volume dampers for main duct, submain ducts, and major branch ducts to indicated airflows within specified tolerances.
 - 1. Measure airflow of submain and branch ducts.
 - 2. Adjust sub-main and branch duct volume dampers for specified airflow.
 - 3. Re-measure each submain and branch duct after all have been adjusted.
- C. Adjust air outlets and inlets for each space to indicated airflows
 - 1. Set airflow patterns of adjustable outlets for proper distribution without drafts.
 - 2. Measure airflow at all inlets and outlets.

3. Adjust each inlet and outlet for specified airflow.
4. Re-measure each inlet and outlet after all have been adjusted.

D. Verify final system conditions.

1. Re-measure and confirm minimum outdoor air, return and relief airflows are within design. Readjust to design if necessary.
2. Re-measure and confirm total airflow is within design.
3. Re-measure all final fan operating data, rpms, volts, amps, static profile.
4. Mark all final settings.
5. Test system in economizer mode. Verify proper operation and adjust, if necessary. Measure and record all operating data.
6. Record final fan-performance data.

3.6 GENERAL PROCEDURES FOR HYDRONIC SYSTEMS

- A. Prepare test reports for pumps, coils, and heat exchangers. Obtain approved submittals and any manufacturer-recommended testing procedures. Crosscheck the summation of required coil and heat exchanger flow rates with pump design flow rate.
- B. Prepare hydronic systems for testing and balancing according to the following, in addition to the general preparation procedures specified above:
- C. Verify that hydronic systems are ready for testing and balancing:
 1. Check liquid level in expansion tank.
 2. Check that makeup water has adequate pressure to highest vent.
 3. Check that control valves are in their proper positions.
 4. Check that air has been purged from the system.
 5. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
 6. Verify that motor starters are equipped with properly sized thermal protection.

3.7 PROCEDURES FOR CONSTANT-FLOW HYDRONIC SYSTEMS

- A. Adjust pumps to deliver total design gpm.
 1. Measure total water flow.
 - a. Position valves for full flow through coils.
 - b. Measure flow by main flow meter, if installed.
 - c. If main flow meter is not installed determine flow by pump total dynamic head (TDH) or exchanger pressure drop.
 2. Measure pump TDH as follows:
 - a. Measure discharge pressure directly at the pump outlet flange or in discharge pipe prior to any valves.
 - b. Measure inlet pressure directly at the pump inlet flange or in suction pipe prior to any valves or strainers.

- c. Convert pressure to head and correct for differences in gauge heights.
 - d. Verify pump impeller size by measuring the TDH with the discharge valve closed. Note the point on manufacturer's pump curve at zero flow and verify that the pump has the intended impeller size.
 - e. With all valves open, read pump TDH. Adjust pump discharge valve until design water flow is achieved.
3. Monitor motor performance during procedures and do not operate motor in an overloaded condition.
- B. Adjust flow measuring devices installed in mains and branches to design water flows.
1. Measure flow in main and branch pipes.
 2. Adjust main and branch balance valves for design flow.
 3. Re-measure each main and branch after all have been adjusted.
- C. Adjust flow measuring devices installed at terminals for each space to design water flows.
1. Measure flow at all terminals.
 2. Adjust each terminal to design flow.
 3. Re-measure each terminal after all have been adjusted.
 4. Position control valves to bypass the coil and adjust the bypass valve to maintain design flow.
 5. Perform temperature tests after all flows have been balanced.
- D. For systems with pressure-independent valves at the terminals:
1. Measure differential pressure and verify that it is within manufacturer's specified range.
 2. Perform temperature tests after all flows have been verified.
- E. For systems without pressure-independent valves or flow measuring devices at the terminals:
1. Measure and balance coils by either coil pressure drop or temperature method.
 2. If balanced by coil pressure drop, perform temperature tests after all flows have been verified.
- F. Verify final system conditions as follows:
1. Re-measure and confirm that total water flow is within design.
 2. Re-measure all final pump operating data, TDH, volts, amps, static profile.
 3. Mark all final settings.
- G. Verify that all memory stops have been set

3.8 PROCEDURES FOR VARIABLE-FLOW HYDRONIC SYSTEMS

- A. Adjust the variable-flow hydronic system as follows:
1. Verify that the differential-pressure sensor is located per the contract documents.
 2. Determine if there is diversity in the system.

- B. For systems with no diversity:
 - 1. Follow procedures outlined in "Procedures for Constant-Flow Hydronic Systems" Article.
 - 2. Prior to verifying final system conditions, determine the system differential-pressure set point.
 - 3. If the pump discharge valve was used to set total system flow with variable-frequency controller at 60 Hz, at completion open discharge valve 100 percent and allow variable-frequency controller to control system differential-pressure set point. Record pump data under both conditions.
 - 4. Mark all final settings and verify that all memory stops have been set.

- C. For systems with diversity:
 - 1. Determine diversity factor.
 - 2. Simulate system diversity by closing required number of control valves, as approved by the design engineer.
 - 3. Follow procedures outlined in "Procedures for Constant-Flow Hydronic Systems" Article.
 - 4. Open control valves that were shut. Close a sufficient number of control valves that were previously open to maintain diversity, and balance the terminals that were just opened.
 - 5. Prior to verifying final system conditions, determine the system differential-pressure set point.
 - 6. If the pump discharge valve was used to set total system flow with variable-frequency controller at 60 Hz, at completion open discharge valve 100 percent and allow variable-frequency controller to control system differential-pressure set point. Record pump data under both conditions.
 - 7. Mark all final settings and verify that all memory stops have been set.

3.9 TOLERANCES

- A. Set HVAC system's air flow rates and water flow rates within the following tolerances:
 - 1. Supply, Return, and Exhaust Fans and Equipment with Fans: Plus or minus 10 percent.
 - 2. Air Outlets and Inlets: Plus or minus 10 percent.
 - 3. Minimum Outside Air: Zero to plus 10 percent.
 - 4. Heating-Water Flow Rate: Plus or minus 10 percent.
 - 5. Cooling-Water Flow Rate: Plus or minus 10 percent.

- B. Maintaining pressure relationships as designed shall have priority over the tolerances specified above.

3.10 FINAL TEST & BALANCE REPORT

- A. The report shall be a complete record of the HVAC system performance, including conditions of operation, items outstanding, and any deviations found during the T&B process. The final report also provides a reference of actual operating conditions for the owner and/or operations personnel. All measurements and test results that appear in the reports must be made on site and dated by the AABC technicians or test and balance engineers.

- B. The report must be organized by systems and shall include the following information as a minimum:
1. Title Page:
 - a. Company address
 - b. Company telephone number
 - c. Project identification number
 - d. Location
 - e. Project Architect
 - f. Project Engineer
 - g. Project Contractor
 - h. Project number
 - i. Date of report
 2. Table of Contents.
 3. AABC National Performance Guaranty.
 4. Report Summary:
 - a. The summary shall include a list of items that do not meet design tolerances, with information that may be considered in resolving deficiencies.
 5. Instrument List:
 - a. Type.
 - b. Manufacturer.
 - c. Model.
 - d. Serial Number.
 - e. Calibration Date.
 6. T&B Data: Provide test data for specific systems and equipment as required by the most recent edition of the "AABC National Standards."

END OF SECTION 23 05 93

SECTION – 23 07 00 - MECHANICAL INSULATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 7 for firestopping materials and requirements for penetrations through fire and smoke barriers.
 - 2. Division 23 Section "Common Work Results for Mechanical"
 - 3. Division 23 Section "Hangers and Supports for Piping and Equipment" for pipe insulation shields and protection saddles.

1.2 SUMMARY

- A. This Section includes insulation and related components.

1.3 ACTION SUBMITTALS

- A. Product Data: Identify thermal conductivity, Greenguard Certification, thickness, and jackets (both factory and field applied, if any), for each type of product indicated. For adhesives and sealants, provide documentation including printed a statement of VOC content.

1.4 QUALITY ASSURANCE

- A. Installer Qualifications: Skilled mechanics who have successfully completed an apprenticeship program or another craft training program certified by the U.S. Department of Labor, Bureau of Apprenticeship and Training.
- B. Surface-Burning Characteristics: For insulation and related materials, as determined by testing identical products according to ASTM E 84, by a testing agency acceptable to authorities having jurisdiction. Factory label insulation and jacket materials and adhesive, mastic, tapes, and cement material containers, with appropriate markings of applicable testing agency.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Ship insulation materials in containers marked by manufacturer with appropriate ASTM specification designation, type and grade, and maximum use temperature.

- B. All of the insulation materials and accessories covered by this specification shall be delivered to the job site and stored in a safe, dry place with appropriate labels and/or other product identification.
- C. Store tapes, adhesives, mastics, cements, and insulation materials in ambient conditions in accordance with the recommendations of the manufacturer.
- D. Follow manufacturer's recommended handling practices.
- E. The contractor shall use whatever means are necessary to protect the insulation materials and accessories before, during, and after installation. No insulation material shall be installed that has become damaged in any way. The contractor shall also use all means necessary to protect work and materials installed by other trades.
- F. Fiber Glass and Mold: Contractor shall take precaution to protect insulation. Any fiber glass insulation that becomes wet or torn should be replaced at no additional cost. Air handling insulation used in the air stream must be discarded if exposed to water.

1.6 COORDINATION

- A. Coordinate size and location of supports, hangers, and insulation shields. Coordinate clearance requirements with other trades for insulation application.
- B. Schedule insulation application after testing systems. Insulation application may begin on segments of systems that have satisfactory test results.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Certainteed
 - 2. Knauf
 - 3. Owens-Corning
 - 4. John Mansville
 - 5. Armstrong
 - 6. Aeroflex USA
 - 7. Nomaco K-Flex
 - 8. Pabco.

2.2 PIPING INSULATION MATERIALS

A. General

1. Supply fiber glass products that have achieved GREENGUARD Children & Schools Certification.
2. Surface Burning Characteristics: Insulation and related materials shall have surface burning characteristics determined by test performed on identical products per ASTM E 84 mounted and installed as per ASTM E 2231. All testing shall be performed by a testing and inspecting agency acceptable to authorities having jurisdiction. Insulation, jacket materials, adhesives, mastics, tapes and cement material containers shall be labeled with appropriate markings of applicable testing and inspecting agency. Flame-spread index of 25 or less, and smoke-developed index of 50 or less.
3. Supply fiber glass products that are manufactured using a certified 25 % minimum recycled content.

B. Provide thermal hanger shields as specified in Section 23 05 29 "Hangers and Supports for Piping and Equipment".

C. Glass Fiber:

1. Knauf 1000° Pipe Insulation with ECOSE Technology meeting ASTM C547 Type IV Grade A, ASTM C585, and ASTM C795; rigid, molded, noncombustible per ASTM E136; k value: ASTM C335, 0.23 at 75°F mean temperature. Maximum Service Temperature: 1000°F, or Johns Manville's Micro-Lok® HP meeting ASTM C547, Type I, maximum service temperature of 850°F meeting the other requirements. Vapor Retarder Jacket: ASJ/SSL conforming to ASTM C1136 Type I, secured with self-sealing longitudinal laps and butt strips.
2. PVC Fitting Covers: The Proto Fitting Cover System or Johns Manville Zeston® polyvinyl chloride (PVC) parts shall consist of one piece and two piece pre-molded high impact UV-resistant PVC fitting covers with fiberglass inserts and accessories, which include elbows, tee/valves, end caps, mechanical line couplings, and specialty fittings. Fittings shall be made of Zeston® or LoSMOKE® grade PVC, 25/50 rated per ASTM E-84. Thermal Value of fiberglass insert: K value of 0.26 at 75°F; resistance to fungi and bacteria. (ASTM G 21, ASTM G 22): does not promote growth of fungi or bacteria.

D. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials.

1. For indoor applications, adhesive shall have a VOC content of 50 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
2. Adhesive shall comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."
3. Materials shall have a maximum thermal conductivity of 0.27 Btu-in/h-ft²- °F at a 75°F mean temperature when tested in accordance with ASTM C 177 or ASTM C 518, latest revisions.
4. Materials shall have a maximum water vapor transmission of 0.08 perm-inches when tested in accordance with ASTM E 96, Procedure-A, latest revision.

5. Materials shall have a flame spread index of less than 25 and a smoke developed index of less than 50 when tested in accordance with ASTM E 84, latest revision.
 6. Provide Armaflex WB finish for outdoor exposed piping.
- E. Calcium Silicate Insulation: Flat-, curved-, and grooved-block sections of noncombustible, inorganic, hydrous calcium silicate with a non-asbestos fibrous reinforcement. Comply with ASTM C 533, Type I. IIG Thermo-12 Gold, or approved equal.
- F. Closed Cell Pipe Insulation: Pittsburgh Corning Foamglas, or approved equal; a lightweight, rigid insulating material composed of millions of completely sealed glass cells, each an insulating space. ASTM C 552-00 "Specification for Cellular Glass Thermal Insulation" operating temperatures from -450°F to +900°F; water permeability 0.00 perm-inch.
- G. Pipe & Tank Insulation: Glass Fiber, Knauf with ECOSE Technology or equivalent; semi-rigid, limited combustible meeting requirements of NRC 1.36; ASTM C 795 and MIL-I-24244 C; k value: ASTM C 177, 0.25 at 75°F mean temperature. Maximum Service Temperature: 850°F. Compressive Strength: not less than 150 PSF @ 10% deformation for 2 inch thickness per ASTM C 165. Vapor Retarder Jacket: ASJ conforming to ASTM C 1136 Type II. Johns Manville Micro-Flex[®] Large Diameter Pipe and Tank Wrap meeting ASTM C1393, Type III. Limited combustible meeting k value: ASTM C 177, 0.25 at 75°F mean temperature. Maximum Service Temperature: 850°F. Compressive Strength: not less than 150 PSF @ 10% deformation for 2 inch thickness per ASTM C 165. Vapor Retarder Jacket: ASJ conforming to ASTM C 1136 Type II
- H. Removable/reusable Insulation Blankets: Auburn Manufacturing EverGreen Cut 'n Wrap, or approved equal; engineered insulating composite with a fiberglass inner core and high-performance polymer coated woven glass fiber fabric outer layer on both sides. Kits contain a 4'x 8' modularized blanket rated to 500°F and a roll of double sided hook and loop fastener making onsite fabrication of removable/reusable insulation blankets quick and easy. Up to 500°F; Weight, oz/ft² 7.65; Effective Thickness, in. 1.25 ± 0.25; Surface Burning Characteristics: Does not exceed 25 Flame Spread, 50 Smoke Developed when tested in accordance with ASTM E-84. Materials shall have a maximum thermal conductivity of 0.372 Btu-in/h-ft²- °F at a 100°F mean temperature when tested in accordance with ASTM C335.

2.3 FIELD-APPLIED JACKETS FOR PIPING

- A. General: ASTM C 921, Type 1, unless otherwise indicated.
- B. PVC: Johns Manville's Zeston[®] PVC fittings, jacketing, and accessories or Proto Corporation 25/50 or Indoor/Outdoor, UV-resistant fittings, jacketing and accessories, white. Fitting cover system consists of pre-molded, high-impact PVC materials with fiber glass inserts. Fiber glass insert has a thermal conductivity (k value) of 0.26 at 75° F mean temperature. Closures: stainless steel tacks, matching PVC tape, or PVC adhesive per manufacturer's recommendations.
- C. Aluminum Jacket: Factory cut and rolled to required size. Comply with ASTM B 209, 3003 alloy, and H-14 temper. Finish and Thickness: Corrugated finish, 0.010 inch thick. Moisture

Barrier: 1-mil- thick, heat-bonded polyethylene and Kraft paper. Elbows: Preformed, 45- and 90-degree, short- and long-radius elbows; same material, finish, and thickness as jacket.

2.4 DUCTWORK INSULATION MATERIALS

- A. Flexible Fiber Glass Blanket: Johns Manville's Microlite® EQ Duct Wrap or Knauf Friendly Feel® Duct Wrap with ECOSE Technology meeting ASTM C553 Types I, II and III, and ASTM C1290; GREENGUARD certified; flexible, limited combustible; k value: ASTM C177, 0.29 at 75°F mean temperature. Maximum Service Temperature: faced: 250°F; unfaced: 350°F. Vapor Retarder Jacket: FSK conforming to ASTM C1136 Type II. Installation: Maximum allowable compression is 25%. Securement: Secured in place using outward cinching staples in combination with appropriate pressure-sensitive aluminum foil or PSK tape, or in combination with glass fabric and vapor retarder mastic. Density: concealed areas: Minimum 0.75 PCF; exposed areas: Minimum 1.0 PCF.
- B. Rigid Fiber Glass Board: Johns Manville's 817 Series Spin-Glas® or Knauf Insulation Board with ECOSE Technology meeting ASTM C 612 Type IA and IB; rigid. Maximum Service Temperature: 450°. Density: Minimum 6 PCF; k value: ASTM C177, 0.22 at 75°F mean temperature. Vapor Retarder Jacket: ASJ conforming to ASTM C1136 Type I, or FSK or PSK conforming to ASTM C1136 Type II in combination with protective jacket where necessary.

2.5 ACCESSORY MATERIALS

- A. Accessory materials installed as part of insulation work under his section shall include (but not be limited to):
 - 1. Closure Materials - Butt strips, bands, wires, staples, mastics, adhesives; pressure-sensitive tapes.
 - 2. Adhesive: As recommended by insulation material manufacturer. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated
 - 3. Support Materials - Hanger straps, hanger rods, saddles, support rings
- B. All accessory materials shall be installed in accordance with manufacturer's instructions.
- C. Mastics: Materials recommended by insulation material manufacturer that are compatible with insulation materials, jackets, and substrates.

PART 3 - EXECUTION

3.1 EXAMINATION & PREPARATION

- A. Examine substrates and conditions for compliance with requirements for installation tolerances and other conditions affecting performance of insulation application. Verify that systems to be insulated have been tested and are free of defects. Verify that surfaces to be insulated are clean and dry.

- B. Proceed with installation only after unsatisfactory conditions have been corrected.
- C. Before starting work under this section, carefully inspect the site and installed work of other trades and verify that such work is complete to the point where installation of materials and accessories under this section can begin.
- D. Ensure that all pipe and fitting surfaces over which insulation is to be installed are clean and dry. Ensure that insulation is clean, dry, and in good mechanical condition with all factory-applied vapor or weather barriers intact and undamaged. Wet, dirty, or damaged insulation shall not be acceptable for installation. Ensure that pressure testing of piping and fittings has been completed prior to installing insulation.

3.2 GENERAL APPLICATION REQUIREMENTS

- A. Provide insulation materials, accessories, and finishes according to the manufacturer's written instructions; with smooth, straight, and even surfaces; free of voids throughout, including the length of ducts and fittings, valves, and specialties.
- B. Provide insulation materials, vapor barriers or retarders, jackets, and thicknesses required for each system as specified in insulation system schedules.
- C. Provide accessories compatible with insulation materials and suitable for the service. Provide accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Provide insulation with longitudinal seams at top and bottom of horizontal pipe runs and equipment.
- E. Provide multiple layers of insulation with longitudinal and end seams staggered.
- F. Do not weld brackets, clips, or other attachment devices to piping, fittings, and specialties.
- G. Seal joints and seams with vapor-retarder mastic on insulation indicated to receive a vapor retarder.
- H. Keep insulation materials dry during application and finishing.
- I. Provide insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by the insulation material manufacturer.
- J. Provide insulation over fittings, valves, and specialties, with continuous thermal and least number of joints practical.
- K. Where vapor barrier is indicated, seal joints, seams, and penetrations in insulation at hangers, supports, anchors, and other projections with vapor-barrier mastic.
 - 1. Install insulation continuously through hangers and specialties around anchor attachments.

2. For insulation application where vapor barriers are indicated, extend insulation on anchor legs from point of attachment to supported item to point of attachment to structure. Taper and seal ends at attachment to structure with vapor-barrier mastic.
 3. Install insert materials and install insulation to tightly join the insert. Seal insulation to insulation inserts with adhesive or sealing compound recommended by insulation material manufacturer.
- L. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- M. Provide insulation with factory-applied jackets as follows:
1. Draw jacket tight and smooth.
 2. Cover circumferential joints with 3-inch- wide strips, of same material as insulation jacket. Secure strips with adhesive and outward clinching staples along both edges of strip, spaced 4 inches o.c.
 3. Overlap jacket longitudinal seams at least 1-1/2 inches. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 2 inches o.c. For below ambient services, apply vapor-barrier mastic over staples.
 4. Cover joints and seams with tape, according to insulation material manufacturer's written instructions, to maintain vapor seal.
 5. Where vapor barriers are indicated, apply vapor-barrier mastic on seams and joints and at ends adjacent to duct flanges and fittings.
- N. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- O. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- P. Repair damaged insulation facings by applying same facing material over damaged areas. Extend patches at least 4 inches beyond damaged areas. Adhere, staple, and seal patches similar to butt joints.

3.3 PIPE AND DUCTWORK PENETRATIONS

- A. Insulation Installation at Roof or Aboveground Exterior Wall Penetrations: Install insulation continuously through penetrations.
1. Seal penetrations with flashing sealant.
 2. For applications requiring only indoor insulation, terminate insulation above roof/wall surface and seal with joint sealant. For applications requiring indoor and outdoor insulation, install insulation for outdoor applications tightly joined to indoor insulation ends. Seal joint with joint sealant.
 3. Extend jacket of outdoor insulation outside roof/wall flashing at least 2 inches below top of roof flashing.
 4. Seal jacket to roof/wall flashing with flashing sealant.
- B. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.

C. Insulation Installation at Fire-Rated Penetrations:

1. Fire Dampers: Terminate insulation at fire damper sleeves for fire-rated wall and partition penetrations. Externally insulate damper sleeves to match adjacent insulation and overlap duct insulation at least 2 inches.
2. Pipe or duct penetrations (no fire damper): Install insulation continuously through penetrations of fire-rated walls and partitions. Comply with requirements in Division 7 for firestopping and fire-resistive joint sealers.

3.4 INSTALLATION OF PIPING INSULATION

A. Metal shields shall be installed between hangers or supports and the piping insulation. Provide in accordance with Section 23 05 29.

B. Insulation Installation on Fittings, Valves, Strainers, Flanges, and Unions:

1. Install insulation over fittings, valves, strainers, flanges, unions, and other specialties with continuous thermal and vapor-retarder integrity unless otherwise indicated.
2. Insulate pipe elbows using preformed fitting insulation or mitered fittings made from same material and density as adjacent pipe insulation. Each piece shall be butted tightly against adjoining piece and bonded with adhesive. Fill joints, seams, voids, and irregular surfaces with insulating cement finished to a smooth, hard, and uniform contour that is uniform with adjoining pipe insulation.
3. Insulate tee fittings with preformed fitting insulation or sectional pipe insulation of same material and thickness as used for adjacent pipe. Cut sectional pipe insulation to fit. Butt each section closely to the next and hold in place with tie wire. Bond pieces with adhesive.
4. Insulate valves using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. For valves, insulate up to and including the bonnets, valve stuffing-box studs, bolts, and nuts. Fill joints, seams, and irregular surfaces with insulating cement.
5. Insulate strainers using preformed fitting insulation or sectional pipe insulation of same material, density, and thickness as used for adjacent pipe. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker. Fill joints, seams, and irregular surfaces with insulating cement. Insulate strainers so strainer basket flange or plug can be easily removed and replaced without damaging the insulation and jacket. Provide a removable reusable insulation cover. For below-ambient services, provide a design that maintains vapor barrier.
6. Insulate flanges and unions using a section of oversized preformed pipe insulation. Overlap adjoining pipe insulation by not less than two times the thickness of pipe insulation, or one pipe diameter, whichever is thicker.
7. Cover segmented insulated surfaces with a layer of finishing cement and coat with a mastic. Install vapor-barrier mastic for below-ambient services and a breather mastic for above-ambient services. Reinforce the mastic with fabric-reinforcing mesh. Trowel the mastic to a smooth and well-shaped contour.
8. For services not specified to receive a field-applied jacket except for flexible elastomeric, install fitted PVC cover over elbows, tees, strainers, valves, flanges, and unions.

Terminate ends with PVC end caps. Tape PVC covers to adjoining insulation facing using PVC tape.

- C. Insulate instrument connections for specialties (examples: thermometers, sensors, etc.) on insulated pipes. Shape insulation at these connections by tapering it to and around the connection with insulating cement and finish with finishing cement, mastic, and flashing sealant.
- D. Install removable insulation covers at fittings and equipment that require servicing and locations with service requirements.
- E. Locate seams in the least visible location.
- F. Insulation installed on piping operating below ambient temperatures must have a continuous vapor retarder. All joints, seams and fittings must be sealed. On systems operating above ambient, the butt joints should not be sealed.
- G. Flexible Elastomeric Insulation
 - 1. Seal longitudinal seams and end joints with manufacturers recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
 - 2. Insulation Installation on Pipe Flanges: Install pipe insulation to outer diameter of pipe flange. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of sheet insulation of same thickness as pipe insulation. Secure insulation to flanges and seal seams with manufacturers recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
 - 3. Insulation Installation on Pipe Fittings and Elbows: Install mitered sections of pipe insulation. Secure insulation materials and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
 - 4. Insulation Installation on Valves and Pipe Specialties: Install preformed valve covers manufactured of same material as pipe insulation when available. When preformed valve covers are not available, install cut sections of pipe and sheet insulation to valve body. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation. Install insulation to flanges as specified for flange insulation application. Secure insulation to valves and specialties and seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.
 - 5. After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating. Prior to applying the finish, the insulation shall be wiped clean with denatured alcohol. The finish shall not be tinted. To insure good adhesion, the temperature should be above 50 °F during application and drying. Outdoor exposed piping shall have the seams located on the lower half of the pipe.
 - 6. Outdoor exposed piping shall be painted with two coats of Armaflex WB Finish. Prior to applying the Finish, the insulation shall be wiped clean with denatured alcohol. The Finish shall not be tinted. Outdoor exposed piping shall have the seams located on the lower half of the pipe.

3.5 INSTALLATION OF DUCTWORK INSULATION

A. Flexible Fiberglass Blanket Insulation Installation:

1. Secure with adhesive and insulation pins.
2. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.
3. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
4. Firmly butt all joints.
5. Where vapor retarder performance is required, all penetrations and damage to the facing shall be repaired using pressure-sensitive tape matching the facing, or mastic prior to system startup. Pressure-sensitive tapes shall be a minimum 3 inches wide and shall be applied with moving pressure using a squeegee or other appropriate sealing tool. Closure shall have a 25/50 Flame Spread/Smoke Developed Rating per UL 723. The longitudinal seam of the vapor retarder must be overlapped a minimum of 2 inches.
6. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
 - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
 - b. On duct sides with dimensions larger than 18 inches, place pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
 - c. Insulation shall be additionally secured to the bottom of rectangular ductwork over 24 inches wide using mechanical fasteners on 18-inch centers. Care should be exercised to avoid over-compression of the insulation during installation.
 - d. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
 - e. Do not over-compress insulation during installation. Install Duct Wrap using manufacturer's stretch-out tables to obtain specified R-value using a maximum compression of 25%.
 - f. Impale insulation over pins and attach speed washers.
 - g. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.
7. Overlap unfaced blankets a minimum of 2 inches on longitudinal seams and end joints. At end joints, secure with steel bands spaced a maximum of 18 inches o.c.
8. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
9. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch-wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.

B. Board Insulation Installation on Ducts and Plenums: Secure with adhesive and insulation pins.

1. Apply adhesives according to manufacturer's recommended coverage rates per unit area, for 100 percent coverage of duct and plenum surfaces.

2. Apply adhesive to entire circumference of ducts and to all surfaces of fittings and transitions.
 3. Install either capacitor-discharge-weld pins and speed washers or cupped-head, capacitor-discharge-weld pins on sides and bottom of horizontal ducts and sides of vertical ducts as follows:
 - a. On duct sides with dimensions 18 inches and smaller, place pins along longitudinal centerline of duct. Space 3 inches maximum from insulation end joints, and 16 inches o.c.
 - b. On duct sides with dimensions larger than 18 inches, space pins 16 inches o.c. each way, and 3 inches maximum from insulation joints. Install additional pins to hold insulation tightly against surface at cross bracing.
 - c. Pins may be omitted from top surface of horizontal, rectangular ducts and plenums.
 - d. Do not over-compress insulation during installation.
 - e. Cut excess portion of pins extending beyond speed washers or bend parallel with insulation surface. Cover exposed pins and washers with tape matching insulation facing.
 4. Install insulation on rectangular duct elbows and transitions with a full insulation section for each surface. Groove and score insulation to fit as closely as possible to outside and inside radius of elbows. Install insulation on round and flat-oval duct elbows with individually mitered gores cut to fit the elbow.
 5. Insulate duct stiffeners, hangers, and flanges that protrude beyond insulation surface with 6-inch- wide strips of same material used to insulate duct. Secure on alternating sides of stiffener, hanger, and flange with pins spaced 6 inches o.c.
- C. For ducts and plenums with surface temperatures below ambient, install a continuous unbroken vapor barrier. Create a facing lap for longitudinal seams and end joints with insulation by removing 2 inches from one edge and one end of insulation segment. Secure laps to adjacent insulation section with 1/2-inch outward-clinching staples, 1 inch o.c. Install vapor barrier consisting of factory- or field-applied jacket, adhesive, vapor-barrier mastic, and sealant at joints, seams, and protrusions.
1. Repair punctures, tears, and penetrations with tape or mastic to maintain vapor-barrier seal.
 2. Install vapor stops for ductwork and plenums operating below 50°F at 18-foot intervals. Vapor stops shall consist of vapor-barrier mastic applied in a Z-shaped pattern over insulation face, along butt end of insulation, and over the surface. Cover insulation face and surface to be insulated a width equal to two times the insulation thickness, but not less than 3 inches.
- D. Fire-rated insulation system installation: Where fire-rated insulation system is indicated, secure system to ducts and duct hangers and supports to maintain a continuous fire rating. Insulate duct access panels and doors to achieve same fire rating as duct.

3.6 INSTALLATION OF EQUIPMENT/ TANK INSULATION

A. Fiber Glass

1. Apply insulation to the equipment surface with joints firmly butted and as close as possible to the equipment surface. Insulation shall be secured as required with mechanical fasteners or banding material. Fasteners shall be located a maximum of 3" from each edge and spaced no greater than 12" on center.
2. For below ambient systems, vapor retarder jacketing shall overlap a minimum of 2" at all seams and be sealed with appropriate pressure-sensitive tape or mastic. All penetrations and facing damage shall be covered with a minimum 2" overlap of tape or mastic.

B. Flexible Elastomeric:

1. Install insulation over entire surface of tanks and vessels.
2. Apply 100 percent coverage of adhesive to surface with manufacturer's recommended adhesive.
3. Seal longitudinal seams and end joints.

- #### C. Insulation Installation on Pumps:
- Insulate chilled water pumps by forming a box around the pump housing. The box shall be constructed by forming the bottom and sides using joints that do not leave raw ends of insulation exposed. Bottom and sides shall be banded to form a rigid housing that does not rest on the pump. Joints between top cover and sides shall fit tightly. The top cover shall have a joint forming a female shiplap joint on the side pieces and a male joint on the top cover, making the top cover removable. Two coats of Class I adhesive shall be applied over insulation, including removable sections, with a layer of glass cloth embedded between the coats. A parting line shall be provided between the box and the removable sections allowing the removable sections to be removed without disturbing the insulation coating. The total dry thickness of the finish shall be 1/16 inch. Caulking shall be applied to parting line of the removable sections and penetrations.

3.7 FIELD-APPLIED JACKET INSTALLATION

- #### A.
- Where PVC jackets are indicated, install with 1-inch overlap at longitudinal seams and end joints; for horizontal applications. Seal with manufacturers recommended adhesive. Apply two continuous beads of adhesive to seams and joints, one bead under lap and the finish bead along seam and joint edge.
- #### B.
- Where metal jackets are indicated, install with 2-inch overlap at longitudinal seams and end joints. Overlap longitudinal seams arranged to shed water. Seal end joints with weatherproof sealant recommended by insulation manufacturer. Secure jacket with stainless-steel bands 12 inches o.c. and at end joints.

3.8 FINISHES

- #### A.
- Pipe Insulation with ASJ, Glass-Cloth, or other paintable jacket material: Paint jacket with paint system identified below and as specified in Division 9.

- B. Color: Final color as selected by Architect. Vary first and second coats to allow visual inspection of the completed Work.

3.9 FIELD QUALITY CONTROL

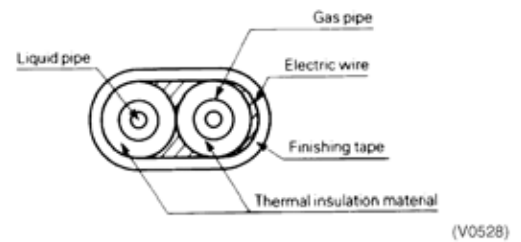
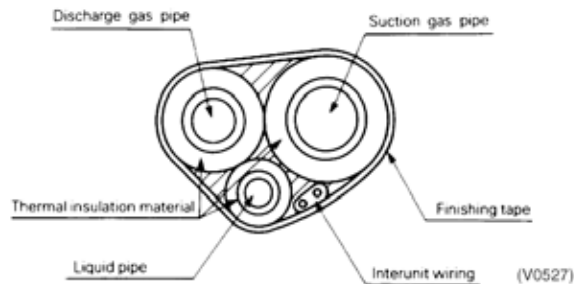
- A. Tests and Inspections: Inspect pipe, fittings, strainers, and valves, randomly selected by Architect, by removing field-applied jacket and insulation in layers in reverse order of their installation. Extent of inspection shall be limited to three locations of straight pipe, three locations of threaded fittings, three locations of welded fittings, two locations of threaded strainers, two locations of welded strainers, three locations of threaded valves, and three locations of flanged valves for each pipe service defined in the "Piping Insulation Schedule, General" Article.
- B. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

3.10 PIPING INSULATION APPLICATION SCHEDULE

- A. Application schedules identify piping system and indicate pipe size ranges and material, thickness, and jacket requirements. For piping systems not indicated, insulate to with a similar thickness and type as those specified.
- B. All cold surfaces that may "sweat" must be insulated. Vapor barrier must be maintained, insulation shall be applied with a continuous, unbroken moisture and vapor seal. All hangers, supports, anchors, or other projections that are secured to cold surfaces shall be insulated and vapor sealed to prevent condensation.
- C. For above-ambient services, do not install insulation to the following: testing agency labels and stamps, nameplates, and cleanouts.
- D. Insulation thicknesses and installations shall meet or exceed the requirements of the local energy code, or thicknesses indicated, whichever is of superior insulating performance. If piping type is omitted from list below, provide insulation per energy code or as per similar duty.
- E. AC pan drain or other cold drain piping: Flexible Elastomeric, ½" thickness.
- F. Refrigerant suction or hot gas piping: Flexible Elastomeric, 1.5" thickness.
- G. VRF:

3.2.2 Heat Recovery Series

- Suction, discharge gas piping, and liquid piping must be insulated.
- Example of thermal insulation work:
 - 3 piping section (between outdoor unit and BS unit)
 - 2 piping section (between BS unit and indoor unit)



H. Condenser Water: No insulation required.

3.11 EQUIPMENT INSULATION

- A. For equipment not indicated, insulate to with a similar thickness and type as those specified.
- B. Install insulation over entire surface of tanks and vessels. Apply 100 percent coverage of adhesive to surface with manufacturer's recommended adhesive. Seal longitudinal seams and end joints.
- C. For Equipment insulation exposed in mechanical rooms or subject to mechanical abuse, finish with minimum 0.020 inch thick PVC jacketing or metal or laminated self-adhesive water and weather seals. All other insulation shall be finished as appropriate for the location and service or as specified on the drawings.
- D. For below ambient services, install a vapor barrier at seams, joints, and penetrations. Seal between flanges with replaceable gasket material to form a vapor barrier.
- E. Omit insulation from the following, except for cold surfaces, which shall be provided with removable covers:
 - 1. Hot water expansion tanks
 - 2. Hot water pumps
 - 3. Vibration-control devices.
 - 4. Testing agency labels and stamps.
 - 5. Nameplates and data plates.
 - 6. Manholes, hand holes, or cleanouts.
- F. Removable Covers for Maintenance Access: Construct insulation on parts of equipment such as chilled water pumps; or other equipment which must be opened periodically for maintenance or repair, so insulation can be removed and replaced without damage. Use 3/4" flexible elastomeric insulation.

- G. Cooling & heating system expansion tanks, chemical feed tanks, buffer tanks and similar equipment: same as water piping.
- H. Air separators, low loss headers, and similar equipment: same as water piping.
- I. Heating hot-water heat exchangers; steam-to-water converters; deaerators (not factory insulated); Insulation Material: Pipe & Tank Insulation, 2" thickness.
- J. Hot equipment not factory insulated, Examples: steam flash-tank, flash-separator, moisture-separator, and blow-off-tank insulation shall be one of the following:
 - 1. Pipe & Tank Insulation: 2" thick.

3.12 DUCT SYSTEM APPLICATIONS

- A. Insulation materials and thicknesses are specified in schedules at the end of this Section. For duct systems not indicated, insulate to with a similar thickness and type as those specified.
- B. Insulation thicknesses and installations shall meet or exceed the requirements of the local energy code, or thicknesses indicated, whichever is of superior insulating performance.
- C. Items Not Insulated: Unless otherwise indicated, do not apply insulation to the following systems, materials, and equipment:
 - 1. Metal ducts with duct liner.
 - 2. Factory-insulated flexible ducts.
 - 3. Factory-insulated plenums, casings, and access doors.
 - 4. Flexible connectors.

3.13 DUCT AND PLENUM APPLICATION SCHEDULE

- A. Supply Ducts: Flexible Fiber Glass Blanket;
 - 1. Ventilated Attic: R-6, 2" thickness.
 - 2. Concealed or Unconditioned Space: R-6, 1.5" thickness.
 - 3. Return Air Plenums: None
 - 4. Exposed to Conditioned Space: None
- B. ERU Ductwork
 - 1. SA: None
 - 2. RA: None
 - 3. EA: Yes, see below.
 - 4. OA: Yes, see below.
- C. Concealed or in mechanical rooms (including attic): outside air intake (all, from the exterior louver through the ERU to the heat pump) and exhaust ducts and plenums (within 20 feet of exterior): Flexible Fiber Glass Blanket; R-8, 2" thickness.

D. Return/Exhaust ducts within conditioned space: None required.

END OF SECTION 23 07 00

SECTION 23 09 00 – DIRECT DIGITAL CONTROL (DDC) SYSTEM

PART 1 - GENERAL

1.1 SUMMARY

- A. Provide all labor, materials, equipment, and programming necessary to integrate the new equipment with the existing Siemens Apogee building automation system.
- B. Provide all labor, materials, equipment, and service necessary for an extension of the existing/addition to the existing Siemens Apogee building automation system.
- C. Project scope shall include but not necessarily be limited to the following:
 - 1. Integration of the new energy recovery unit and associated motorized dampers with the existing Siemens Apogee control system for scheduled operation, monitoring, and alarming.
 - 2. Revisions as required to facilitate integration of the added Daikin VRF components, which include and additional water cooled condensing unit, ducted heat pumps, and ceiling cassette heat pump with the existing Siemens Apogee building automation system for scheduling, monitoring, and alarming (refer to Section 238129).
- D. The Controls Contractor's work shall consist of the provision of all labor, materials, special tools, equipment, enclosures, power supplies, software, software licenses, project-specific software configurations and database entries, interfaces, wiring, tubing, installation, labeling, engineering, calibration, documentation, submittals, testing, verification, training services, permits and licenses, transportation, shipping, handling, administration, supervision, management, insurance, warranty, specified services and items required by the Contract that are required for the functional turn-key operation of the complete and fully functional Controls Systems. Documents are diagrammatic only. Equipment and labor not specifically referred to herein or on the plans, which are required to meet the functional intent, shall be provided without additional cost to the Owner.
- E. Related Sections include the following:
 - 1. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
 - 2. Division 23 Section "Common Work Results for Mechanical"
 - 3. Division 23 Sections with controller interfaces shall be integrated with the work of this Section.
 - 4. Division 23 Section "Testing, Adjusting, and Balancing"
 - 5. Division 26

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product include the following:
1. Construction details, material descriptions, dimensions of individual components and profiles, and finishes.
 2. Operating characteristics, electrical characteristics, and furnished accessories indicating process operating range, accuracy over range, control signal over range, default control signal with loss of power, calibration data specific to each unique application, electrical power requirements, and limitations of ambient operating environment, including temperature and humidity.
 3. Product description with complete technical data, performance curves, and product specification sheets.
 4. Installation, operation and maintenance instructions including factors effecting performance.
 5. Bill of materials of indicating quantity, manufacturer, and extended model number for each unique product.
 6. When manufacturer's product datasheets apply to a product series rather than a specific product model, clearly indicate and highlight only applicable information.
 7. Each submitted piece of product literature shall clearly cross reference specification and drawings that submittal is to cover.
- B. Shop Drawings:
1. General Requirements:
 - a. Include cover drawing with Project name, location, Owner, Architect, Contractor and issue date with each Shop Drawings submission.
 - b. Include a drawing index sheet listing each drawing number and title that matches information in each title block.
 - c. Prepare Drawings using CAD.
 2. Schematic drawings for each controlled HVAC system indicating the following:
 - a. I/O points labeled with point names shown. Indicate instrument range, normal operating set points, and alarm set points. Indicate fail position of each damper and valve, if included in Project.
 - b. I/O listed in table format showing point name, type of device, manufacturer, model number, and cross-reference to product data sheet number.
 - c. A graphic showing location of control I/O in proper relationship to HVAC system.
 - d. Wiring diagram with each I/O point having a unique identification and indicating labels for all wiring terminals.
 - e. Unique identification of each I/O that shall be consistently used between different drawings showing same point.
 - f. Elementary wiring diagrams of controls for HVAC equipment motor circuits including interlocks, switches, relays and interface to DDC controllers.
 - g. Narrative sequence of operation.
 - h. Graphic sequence of operation, showing all inputs and output logical blocks.

C. System Description:

1. Full description of DDC system architecture, network configuration, operator interfaces and peripherals, servers, controller types and applications, gateways, routers and other network devices, and power supplies.
2. Complete listing and description of each report, log and trend for format and timing and events which initiate generation.
3. System and product operation under each potential failure condition including, but not limited to, the following:
 - a. Loss of power.
 - b. Loss of network communication signal.
 - c. Loss of controller signals to inputs and outpoints.
 - d. Operator workstation failure.
 - e. Server failure.
 - f. Gateway failure.
 - g. Network failure
 - h. Controller failure.
 - i. Instrument failure.
 - j. Control damper and valve actuator failure.
4. Complete bibliography of documentation and media to be delivered to Owner.
5. Description of testing plans and procedures.
6. Description of Owner training.

1.3 CLOSEOUT SUBMITTALS

A. Operation and Maintenance Data: For DDC system to include in emergency, operation and maintenance manuals.

1. In addition to items specified in Division 1, include the following:
 - a. Project Record Drawings of as-built versions of submittal Shop Drawings provided in electronic PDF format.
 - b. Testing and commissioning reports and checklists of completed final versions of reports, checklists, and trend logs.
 - c. As-built versions of submittal Product Data.
 - d. Names, addresses, e-mail addresses and 24-hour telephone numbers of Installer and service representatives for DDC system and products.
 - e. Operator's manual with procedures for operating control systems including logging on and off, handling alarms, producing point reports, trending data, overriding computer control and changing set points and variables.
 - f. Programming manuals with description of programming language and syntax, of statements for algorithms and calculations used, of point database creation and modification, of program creation and modification, and of editor use.
 - g. Engineering, installation, and maintenance manuals that explain how to:
 - 1) Design and install new points, panels, and other hardware.

- 2) Perform preventive maintenance and calibration.
 - 3) Debug hardware problems.
 - 4) Repair or replace hardware.
- h. Documentation of all programs created using custom programming language including set points, tuning parameters, and object database.
 - i. Backup copy of graphic files, programs, and database on electronic media such as DVDs.
 - j. List of recommended spare parts with part numbers and suppliers.
 - k. Complete original-issue documentation, installation, and maintenance information for furnished third-party hardware including computer equipment and sensors.
 - l. Complete original-issue copies of furnished software, including operating systems, custom programming language, operator workstation software, and graphics software.
 - m. Licenses, guarantees, and warranty documents.
 - n. Recommended preventive maintenance procedures for system components, including schedule of tasks such as inspection, cleaning, and calibration; time between tasks; and task descriptions.
 - o. Owner training materials.

1.4 QUALITY ASSURANCE

- A. All products used in this project installation shall be new and currently under manufacture and shall have been applied in similar installations for a minimum of two years. This installation shall not be used as a test site for any new products unless explicitly approved by the owner's representative in writing. Spare parts shall be available for at least five years after completion of this contract.
- B. All work described in this section shall be installed, wired, circuit tested and calibrated by factory certified technicians qualified for this work and in the regular employment of the temperature control system manufacturer. Use only employees who are qualified, skilled, experienced, manufacturer trained and familiar with the specific equipment, software and configurations to be provided for this Project.
- C. Provide a complete, neat and workmanlike installation.
- D. All work, materials, and equipment shall comply with the rules and regulations of all codes and ordinances of the local, state, and federal authorities. Such codes, when more restrictive, shall take precedence over these plans and specifications.
- E. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- F. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilation Systems."
- G. Comply with ASHRAE 135 for DDC system control components.
- H. The contractor shall protect all work and material from damage by his/her work or employees. The contractor shall be responsible for his/her work and equipment until finally inspected, tested, and accepted. The contractor shall protect any material that is not immediately installed.

The contractor shall close all open ends of work with temporary covers or plugs during storage and construction to prevent entry of foreign objects.

1.5 CONTRACTOR QUALIFICATIONS

- A. Qualified Bidders: System shall be as manufactured, installed and serviced by:
 - 1. Siemens
- B. Installer Qualifications: Automatic control system manufacturer's authorized representative who is trained and approved for installation of system components required for this Project.
- C. The above list of manufacturers applies to operator workstation software, controller software, the custom application programming language, and controllers. All other products specified herein (e.g., sensors, valves, dampers, and actuators) need not be manufactured by the above manufacturers.
- D. Longevity: The Facilities Management System contractor shall have a minimum of ten years experience installing, and servicing computerized Building Automation Systems (BAS). All subcontractors utilized by the BAS contractor shall have a minimum of five-year experience within their appropriate trades.
- E. Past Projects: The BAS contractor shall have completed a minimum of ten projects within the last five years that are at least equal in dollar value and scope to this project. A list of similar projects, dollar volume, scope, contact name and contact number shall be provided by the BAS contractor if asked for by the owner.
- F. Personnel, Coverage and Response Capabilities: The BAS contractor shall have a minimum of ten full time electronic service personnel within a 120 mile radius of the project location. One of the five full time electronic service personnel must work within a 60-mile radius of the project location.
- G. The BAS contractor shall have an established 24-hour emergency service organization. A dedicated telephone number shall be provided to the owner for requesting emergency service. A maximum of four hour, electronic service technician on sight, response time shall be guaranteed by the BAS contractor.

1.6 COORDINATION

- A. Where the mechanical work will be installed in close proximity to, or will interfere with, work of other trades, the contractor shall assist in working out space conditions to make a satisfactory adjustment. If the contractor installs his/her work before coordinating with other trades, so as to cause any interference with work of other trades, the contractor shall make the necessary changes in his/her work to correct the condition.
- B. Coordinate details of telephone line, internet service provider, and associated requirements.
- C. Coordinate and schedule work with all other work in the same area, or with work that is dependent upon other work, to facilitate mutual progress.

- D. Coordinate location of thermostats and other exposed control sensors with plans and room details before installation.
- E. Coordination with controls specified in other sections or divisions. Other sections and/or divisions of this specification include controls and control devices that are to be part of or interfaced to the controls system specified in this section. These controls shall be integrated into the system and coordinated by the contractor.
- F. Factory-Mounted Components: Where control devices specified in this Section are indicated to be factory mounted on equipment, arrange for shipping of control devices to unit manufacturer.
- G. HVAC Contractor:
 - 1. Installation of immersion wells and sockets, along with associated shut-off cocks.
 - 2. Installation of pipe-mounted control devices.
- H. Testing and Balancing Contractor:
 - 1. The contractor shall furnish a single set of all tools necessary to interface to the control system for test and balance purposes.
 - 2. The contractor shall provide training in the use of these tools. This training will be planned for a minimum of 4 hours.
 - 3. In addition, the contractor shall provide a qualified technician to assist in the test and balance process, until the first 20 terminal units are balanced.
 - 4. The tools used during the test and balance process shall be returned at the completion of the testing and balancing.
- I. Electrical Subcontractor: Complying with the principle of "unit responsibility" all electrical work for automatic controls, except as otherwise specified, or shown on the electrical drawings shall be included in Division 23. Electrical work shall, in general, comply with the following, unless otherwise directed by Division 26:
 - 1. Power wiring.
 - 2. All control wiring shown on electric plans such as unit heater line-voltage room thermostats.
 - 3. Duct smoke detectors required for air handler shutdown are supplied under Division 26. Coordinate required length of sampling tube, for full span of ductwork. The contractor shall connect the DDC system to the auxiliary contacts provided on the smoke detector for system safeties and to provide alarms to the DDC system.
 - 4. All electrical work shall comply with the N.E.C. and local electrical codes.
 - 5. All safety devices shall be wired through both hand and auto positions of motor starting device to insure 100% safety shut-off.
 - 6. The motor starter supplier shall provide auxiliary contacts as required for interlock by BAS Contractor; the supplier shall estimate an allowance of at least one auxiliary contact per starter.
- J. Coordinate with controls specified in other sections of divisions. Other sections and/or divisions of this specification include controls and control devices that are to be part of or interfaced to the control system specified in this section. These controls shall be integrated into the system and coordinated by the BAS contractor as follows:

1. All communication media and equipment shall be provided as specified hereinafter.
2. Each supplier of a control product is responsible for the configuration, programming, start-up, and testing of that product to meet the sequences of operation described in this section.
3. The BAS contractor shall coordinate and resolve any incompatibility issues that arise between the control products provided under this section and those provided under other sections or divisions of this specification.
4. The BAS contractor is responsible for providing all controls described in the contract documents regardless of where within the contract documents these controls are described.
5. The contractor is responsible for the interface of control products provided by multiple suppliers regardless of where this interface is described within the contract documents.

1.7 DELIVERY, STORAGE, AND HANDLING

- A. Factory-Mounted Components: Where control devices specified in this Section are indicated to be factory mounted on equipment, arrange for shipping of control devices to equipment manufacturer.
- B. System Software: Update to latest version of software at Project completion.

1.8 WARRANTY

- A. Refer to Division 1 Requirements.
- B. At the end of the final start-up, testing, and commissioning phase, if equipment and systems are operating satisfactorily to the engineer, the engineer shall sign certificates certifying that the control system's operation has been tested and accepted in accordance with the terms of this specification. The date of acceptance shall be the start of warranty. All work shall have a single warranty date, even when the owner has received beneficial use due to an early system start-up.
- C. All components, system software, and parts supplied by the BAS contractor shall be guaranteed against defects in materials and workmanship for one year from acceptance date. The BAS contractor at no charge shall furnish Labor to repair, reprogram, or replace components during the warranty period. All corrective software modifications made during warranty periods shall be updated on all user documentation and on user and manufacturer archived software disks. The Contractor shall respond to the owner's request for warranty service within 24 hours during normal business hours.
- D. Provide remote service diagnostic monitoring from the nearest service location. At the request of the owner, a service diagnostic call will be made to troubleshoot and resolve (if possible) any reported system complaints. The owner will provide a dedicated telephone line for connection to the system.

PART 2 - PRODUCTS

2.1 COMMUNICATION

- A. Control products, communication media, connectors, repeaters, hubs, and routers shall comprise a BACnet internetwork. Controller and operator interface communication shall conform to ANSI/ASHRAE Standard 135, BACnet.
- B. Install new wiring and network devices as required to provide a complete and workable control network.
- C. Each controller shall have a communication port for temporary connection to a laptop computer or other operator interface. Connection shall support memory downloads and other commissioning and troubleshooting operations.
- D. Internetwork operator interface and value passing shall be transparent to internetwork architecture.
- E. An operator interface connected to a controller shall allow the operator to interface with each internetwork controller as if directly connected. Controller information such as data, status, and control algorithms shall be viewable and editable from each internetwork controller.
- F. Inputs, outputs, and control variables used to integrate control strategies across multiple controllers shall be readable by each controller on the internetwork. Program and test all cross-controller links required to execute control strategies specified in Section 23 09 93. An authorized operator shall be able to edit cross-controller links by typing a standard object address or by using a point-and-click interface.
- G. Workstations, Building Control Panels, and Controllers with real-time clocks shall use the BACnet Time Synchronization service. System shall automatically synchronize system clocks daily from an operator-designated device via the internetwork. The system shall automatically adjust for daylight saving and standard time as applicable.
- H. System shall be expandable to at least twice the required input and output objects with additional controllers, associated devices, and wiring.

2.2 UNITARY CONTROLLERS

- A. Unitized, capable of stand-alone operation with sufficient memory to support its operating system, database, and programming requirements, and with sufficient I/O capacity for the application.
 - 1. Configuration: Local keypad and display; diagnostic LEDs for power, communication, and processor; wiring termination to terminal strip or card connected with ribbon cable; memory with bios; and 72-hour battery backup.
 - 2. Operating System: Manage I/O communication to allow distributed controllers to share real and virtual object information and allow central monitoring and alarms. Perform scheduling with real-time clock. Perform automatic system diagnostics; monitor system and report failures.

3. ASHRAE 135 Compliance: Communicate using read (execute and initiate) and write (execute and initiate) property services defined in ASHRAE 135. Reside on network using MS/TP datalink/physical layer protocol and have service communication port for connection to diagnostic terminal unit.
4. Enclosure: Dustproof rated for operation at 32 to 120 deg F.

2.3 SENSING DEVICES

- A. Where feasible, provide the same sensor type throughout the project. Avoid using transmitters unless absolutely necessary.
- B. Thermistors: Precision thermistors may be used in applications below 200 degrees F. Sensor accuracy over the application range shall be 0.36 degree F or less between 32 to 150 degrees F. Stability error of the thermistor over five years shall not exceed 0.25 degree F cumulative. A/D conversion resolution error shall be kept to 0.1 degree F. Total error for a thermistor circuit shall not exceed 0.5 degree F.
- C. Transmitters: Provide transmitters with 4 to 20 mA or 0 to 10 VDC linear output scaled to the sensed input. Transmitters shall be matched to the respective sensor, factory calibrated, and sealed. Size transmitters for an output near 50 percent of its full-scale range at normal operating conditions. The total transmitter error shall not exceed 0.1 percent at any point across the measured span. Supply voltage shall be 12 to 24 volts AC or DC. Transmitters shall have non-interactive offset and span adjustments. For temperature sensing, transmitter drift shall not exceed 0.03 degrees F a year.
- D. Current Transducers: Provide current transducers to monitor motor amperage, unless current switches are shown on design drawings or point tables.
- E. Hydronic Remote Differential Pressure Transmitters: Bell & Gossett ST Series; Setra, or approved equal. Transmitter shall provide an isolated linear 4-20 mA dc output. The unit shall be accurate to $\pm 0.07\%$ of full span, and shall withstand over ranges up to a static pressure of 2300 psi with negligible change in output. It shall have stainless steel wetted parts with 1/4" NPT process connection. Unit shall be protected against radio frequency interference and shall have a water tight (NEMA Type 6/6P) electrical enclosure with 1/2" NPT conduit connection.

2.4 ELECTRICAL POWER AND DISTRIBUTION

- A. Transformers: Transformers shall conform to UL 506. For control power other than terminal level equipment, provide a fuse or circuit breaker on the secondary side of each transformer.
- B. Surge and Transient Protection
 1. Provide each digital controller with surge and transient power protection. Surge and transient protection shall consist of the following devices, installed externally to the controllers.
 2. Power Line Surge Protection: Provide surge suppressors on the incoming power at each controller or grouped terminal controllers. Surge suppressors shall be rated in accordance with UL 1449, have a fault indicating light, and conform to the following:

- a. The device shall be a transient voltage surge suppressor, hard-wire type individual equipment protector for 120 VAC/1 phase/2 wire plus ground.
 - b. The device shall react within 5 nanoseconds and automatically reset.
 - c. The voltage protection threshold, line to neutral, shall be no more than 211 volts.
 - d. The device shall have an independent secondary stage equal to or greater than the primary stage joule rating.
 - e. The primary suppression system components shall be pure silicon avalanche diodes.
 - f. The secondary suppression system components shall be silicon avalanche diodes or metal oxide varistors.
 - g. The device shall have an indication light to indicate the protection components are functioning.
 - h. All system functions of the transient suppression system shall be individually fused and not short circuit the AC power line at any time.
 - i. The device shall have an EMI/RFI noise filter with a minimum attenuation of 13 dB at 10 kHz to 300 MHz.
 - j. The device shall comply with IEEE C62.41.1 and IEEE C62.41.2, Class "B" requirements and be tested according to IEEE C62.45.
 - k. The device shall be capable of operating between -20 degrees F and 122 degrees F.
3. Telephone and Communication Line Surge Protection: Provide surge and transient protection for DDC controllers and DDC network related devices connected to phone and network communication lines. The device shall provide continuous, non-interrupting protection, and shall automatically reset after safely eliminating transient surges. The protection shall react within 5 nanoseconds using only solid-state silicon avalanche technology. The device shall be installed at the distance recommended by its manufacturer.
 4. Controller Input/Output Protection: Provide controller inputs and outputs with surge protection via optical isolation, metal oxide varistors (MOV), or silicon avalanche devices. Fuses are not permitted for surge protection.
- C. Wiring: Provide complete electrical wiring for the DDC System, coordinate line of demarcation with Division 26. Unless indicated otherwise, provide all normally visible or otherwise exposed wiring in conduit. Where conduit is required, control circuit wiring shall not run in the same conduit as power wiring over 100 volts. Circuits operating at more than 100 volts shall be in accordance with Division 26. Run all circuits over 100 volts in conduit, metallic tubing, covered metal raceways, or armored cable. Use plenum-rated cable for circuits under 100 volts in enclosed spaces. Examples of these spaces include HVAC plenums, within walls, attics, or above suspended ceilings.
- D. Power Wiring: The following requirements are for field-installed wiring:
1. Wiring for 24 V circuits shall be insulated copper 18 AWG minimum and rated for 300 VAC service.
 2. Wiring for 120 V circuits shall be insulated copper 14 AWG minimum and rated for 600 VAC service.
- E. Analog Signal Wiring: Field-installed analog signal wiring shall be 18 AWG single or multiple twisted pair. Each cable shall be 100 percent shielded and have a 20 AWG drain wire. Each wire shall have insulation rated for 300 VAC service. Cables shall have an overall aluminum-polyester or tinned-copper cable-shield tape.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. The project plans shall be thoroughly examined for control device and equipment locations. Any discrepancies, conflicts, or omissions shall be reported to the architect/engineer for resolution before rough-in work is started.
- B. The contractor shall inspect the site to verify that equipment may be installed as shown. Any discrepancies, conflicts, or omissions shall be reported to the engineer for resolution before rough-in work is started. Verify that duct-, pipe-, and equipment-mounted devices and wiring are installed before proceeding with installation.
- C. The contractor shall examine the drawings and specifications for other parts of the work. If head room or space conditions appear inadequate—or if any discrepancies occur between the plans and the contractor's work of others—the contractor shall report these discrepancies to the engineer and shall obtain written instructions for any changes necessary to accommodate the contractor's work with the work of others. Any changes in the work covered by this specification made necessary by the failure or neglect of the contractor to report such discrepancies shall be made by—and the expense of—this contractor.

3.2 INSTALLATION

- A. Provide software in control units and operator workstation(s). Implement all features of programs to specified requirements and as appropriate to sequence of operation. Connect and configure equipment and software to achieve sequence of operation specified.
- B. Provide all components in accordance with the manufacturer's recommendations. Perform the installation under the supervision of competent technicians regularly employed in the installation of DDC systems.
- C. Provide equipment, piping, and wiring/raceway parallel to building lines (i.e., horizontal, vertical, and parallel to walls) wherever possible.
- D. Provide sufficient slack and flexible connections to allow for vibration of piping and equipment.
- E. All equipment, installation, and wiring shall comply with acceptable industry specifications and standards for performance, reliability, and compatibility and be executed in strict adherence to local codes and standard practices. Contractor shall continually monitor the field installation for code compliance and quality of workmanship. Contractor shall have work inspected by local and/or state authorities having jurisdiction over the work.
- F. Provide hydronic instrument wells, valves, and other accessories according to Section 23 21 16 Hydronic Piping Specialties." Provide thermowells for sensors measuring piping, tank, or pressure vessel temperatures. Locate wells to sense continuous flow conditions. Do not install wells using extension couplings. Where piping diameters are smaller than the length of the wells, provide wells in piping at elbows to sense flow across entire area of well. Wells shall not restrict flow area to less than 70 percent of pipe area. Increase piping size as required to avoid

restriction. Provide thermal conductivity material within the well to fully coat the inserted sensor.

3.3 WIRING

- A. All control and interlock wiring shall comply with national and local electrical codes, and Division 26 of this specification. Where the requirements of this section differ from Division 26, the requirements of this section shall take precedence.
- B. NEC Class 1 (line voltage) wiring shall be UL listed in approved raceway according to NEC and Division 26 requirements. Low-voltage wiring shall meet NEC Class 2 requirements. Low-voltage power circuits shall be sub-fused when required to meet Class 2 current limit.
- C. Where NEC Class 2 (current-limited) wires are in concealed and accessible locations, including ceiling return air plenums, approved cables not in raceway may be used provided that cables are UL listed for the intended application.
- D. Do not install Class 2 wiring in raceways containing Class 1 wiring. Boxes and panels containing high-voltage wiring and equipment may not be used for low-voltage wiring except for the purpose of interfacing the two (e.g. relays and transformers).
- E. Where Class 2 wiring is run exposed, wiring is to be run parallel along a surface or perpendicular to it and neatly tied at 10 ft intervals.
- F. Where plenum cables are used without raceway, they shall be supported from or anchored to structural members. Cables shall not be supported by or anchored to ductwork, electrical raceways, piping, or ceiling suspension systems.
- G. All wire-to-device connections shall be made at a terminal block or terminal strip. All wire-to-wire connections shall be at a terminal block.
- H. All wiring within enclosures shall be neatly bundled and anchored to permit access and prevent restriction to devices and terminals.
- I. Maximum allowable voltage for control wiring shall be 120 V. If only higher voltages are available, the contractor shall provide step-down transformers.
- J. All wiring shall be installed as continuous lengths, with no splices permitted between termination points.
- K. Install plenum wiring in sleeves where it passes through walls and floors. Maintain fire rating at all penetrations.
- L. Size of raceway and size and type of wire type shall be the responsibility of the contractor in keeping with the manufacturer's recommendations and NEC requirements, except as noted elsewhere.
- M. Include one pull string in each raceway 2.5 cm (1 in.) or larger.
- N. Use color-coded conductors throughout with conductors of different colors.

- O. Control and status relays are to be located in designated enclosures only. These enclosures include packaged equipment control panel enclosures unless they also contain Class 1 starters.
- P. Conceal all raceways except within mechanical, electrical, or service rooms.
- Q. Secure raceways with raceway clamps fastened to the structure and spaced according to code requirements. Raceways and pull boxes may not be hung on flexible duct strap or tie rods. Raceways may not be run on or attached to ductwork.
- R. Adhere to this specification's Division 26 requirements where raceway crosses building expansion joints.
- S. Install insulated bushings on all raceway ends and openings to enclosures. Seal top end of vertical raceways.
- T. The contractor shall terminate all control and/or interlock wiring and shall maintain updated (as-built) wiring diagrams with terminations identified at the job site.
- U. Flexible metal raceways and liquid-tight flexible metal raceways shall not exceed 1 m (3 ft) in length and shall be supported at each end. Flexible metal raceway less than ½ in. electrical trade size shall not be used. In areas exposed to moisture, including chiller and boiler rooms, liquid-tight, flexible metal raceways shall be used.
- V. Raceway must be rigidly installed, adequately supported, properly reamed at both ends, and left clean and free of obstructions. Raceway sections shall be joined with couplings (according to code). Terminations must be made with fittings at boxes, and ends not terminating in boxes shall have bushings installed.

3.4 COMMUNICATION WIRING

- A. The contractor shall adhere to the items listed in the "Wiring" article in Part 3 of the specification. All cabling shall be installed in a neat and workmanlike manner. Follow manufacturer's installation recommendations for all communication cabling
- B. Do not install communication wiring in raceways and enclosures containing Class 1 or other Class 2 wiring.
- C. Maximum pulling, tension, and bend radius for the cable installation, as specified by the cable manufacturer, shall not be exceeded during installation.
- D. Contractor shall verify the integrity of the entire network following cable installation. Use appropriate test measures for each particular cable.
- E. When a cable enters or exits a building, a lightning arrestor must be installed between the lines and ground. The lightning arrestor shall be installed according to manufacturer's instructions.
- F. All runs of communication wiring shall be unspliced length when that length is commercially available.
- G. All communication wiring shall be labeled to indicate origination and destination data.

- H. Grounding of coaxial cable shall be in accordance with NEC regulations article on "Communications Circuits, Cable, and Protector Grounding."
- I. BACnet MS/TP communications wiring shall be installed in accordance with ASHRAE/ANSI Standard 135. This includes but is not limited to:
 - 1. The network shall use shielded, twisted-pair cable with characteristic impedance between 100 and 120 ohms. Distributed capacitance between conductors shall be less than 100 pF per meter (30 pF per foot.)
 - 2. The maximum length of an MS/TP segment is 1200 meters (4000 ft) with AWG 18 cable. The use of greater distances and/or different wire gauges shall comply with the electrical specifications of EIA-485.
 - 3. The maximum number of nodes per segment shall be 32, as specified in the EIA 485 standard. Additional nodes may be accommodated by the use of repeaters.
 - 4. An MS/TP EIA-485 network shall have no T connections.
- J. Fiber Optic Cable: Maximum pulling tensions as specified by the cable manufacturer shall not be exceeded during installation. Post-installation residual cable tension shall be within cable manufacturer's specifications. All cabling and associated components shall be installed in accordance with manufacturers' instructions. Minimum cable and unjacketed fiber bend radii, as specified by cable manufacturer, shall be maintained.

3.5 FIELD QUALITY CONTROL

- A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust field-assembled components and equipment installation, including connections. Report results in writing.
 - 1. Operational Test: After electrical circuitry has been energized, start units to confirm proper unit operation. Remove and replace malfunctioning units and retest.
 - 2. Test and adjust controls and safeties.
 - 3. Test calibration of controllers by disconnecting input sensors and stimulating operation with compatible signal generator.
 - 4. Test each point through its full operating range to verify that safety and operating control set points are as required.
 - 5. Test each control loop to verify stable mode of operation and compliance with sequence of operation. Adjust PID actions.
 - 6. Test each system for compliance with sequence of operation.
 - 7. Test software and hardware interlocks.
- B. DDC Verification:
 - 1. Verify that instruments are installed before calibration, testing, and loop or leak checks.
 - 2. Check instruments for proper location and accessibility.
 - 3. Check instrument installation for direction of flow, elevation, orientation, insertion depth, and other applicable considerations.
 - 4. Check instrument tubing for proper fittings, slope, material, and support.
 - 5. Check installation of air supply for each instrument.
 - 6. Check flow instruments. Inspect tag number and line and bore size, and verify that inlet side is identified and that meters are installed correctly.

7. Check pressure instruments, piping slope, installation of valve manifold, and self-contained pressure regulators.
 8. Check temperature instruments and material and length of sensing elements.
 9. Check control valves. Verify that they are in correct direction.
 10. Check air-operated dampers. Verify that pressure gages are provided and that proper blade alignment, either parallel or opposed, has been provided.
 11. Check DDC system as follows:
 - a. Verify that DDC controller power supply is from emergency power supply, if applicable.
 - b. Verify that wires at control panels are tagged with their service designation and approved tagging system.
 - c. Verify that spare I/O capacity has been provided.
 - d. Verify that DDC controllers are protected from power supply surges.
- C. Replace damaged or malfunctioning controls and equipment and repeat testing procedures.

3.6 ADJUSTING

A. Calibrating and Adjusting:

1. Calibrate instruments.
2. Make three-point calibration test for both linearity and accuracy for each analog instrument.
3. Calibrate equipment and procedures using manufacturer's written recommendations and instruction manuals. Use test equipment with accuracy at least double that of instrument being calibrated.
4. Control System Inputs and Outputs:
 - a. Check analog inputs at 0, 50, and 100 percent of span.
 - b. Check analog outputs using milliamper meter at 0, 50, and 100 percent output.
 - c. Check digital inputs using jumper wire.
 - d. Check digital outputs using ohmmeter to test for contact making or breaking.
 - e. Check resistance temperature inputs at 0, 50, and 100 percent of span using a precision-resistant source.
5. Flow:
 - a. Set differential pressure flow transmitters for 0 and 100 percent values with 3-point calibration accomplished at 50, 90, and 100 percent of span.
 - b. Manually operate flow switches to verify that they make or break contact.
6. Pressure:
 - a. Calibrate pressure transmitters at 0, 50, and 100 percent of span.
 - b. Calibrate pressure switches to make or break contacts, with adjustable differential set at minimum.

7. Temperature:
 - a. Calibrate resistance temperature transmitters at 0, 50, and 100 percent of span using a precision-resistance source.
 - b. Calibrate temperature switches to make or break contacts.
8. Stroke and adjust control valves and dampers without positioners, following the manufacturer's recommended procedure, so that valve or damper is 100 percent open and closed.
9. Stroke and adjust control valves and dampers with positioners, following manufacturer's recommended procedure, so that valve and damper is 0, 50, and 100 percent closed.
10. Provide diagnostic and test instruments for calibration and adjustment of system.
11. Provide written description of procedures and equipment for calibrating each type of instrument. Submit procedures review and approval before initiating startup procedures.

B. Adjust initial temperature and humidity set points.

C. Occupancy Adjustments: When requested within 12 months of date of Substantial Completion, provide on-site assistance in adjusting system to suit actual occupied conditions. Provide up to three visits to Project during other than normal occupancy hours for this purpose.

3.7 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain HVAC instrumentation and controls. Refer to Section 01 79 00 "Demonstration and Training."
- B. Provide a qualified instructor (or instructors) with five years minimum field experience with the installation and programming of similar BACnet DDC systems. Orient training to the specific systems installed. Coordinate training times with the Owner. Training shall take place at the job site.
- C. This training shall last 8 hours and shall be conducted at the DDC system workstation, at a notebook computer connected to the DDC system in the field, and at other site locations as necessary. Upon completion of the Training, each trainee should fully understand the project's DDC system operation. The training session shall include the following:
- D. Provide basic control system fundamentals training.
 1. This project's list of control system components
 2. This project's list of points and objects
 3. This project's device and network communication architecture
 4. This project's sequences of control, and:
 5. Alarm capabilities
 6. Trending capabilities
 7. Troubleshooting communication errors
 8. Troubleshooting hardware errors

- E. Provide additional project-specific training:
 - 1. A walk-through tour of the mechanical system and the installed DDC components (controllers, valves, dampers, surge protection, switches, thermostats, sensors, etc.)
 - 2. A discussion of the components and functions at each DDC panel
 - 3. Logging-in and navigating at each operator interface type
 - 4. Using each operator interface to find, read, and write to specific controllers and objects
 - 5. Modifying and downloading control program changes
 - 6. Modifying setpoints
 - 7. Creating, editing, and viewing trends
 - 8. Creating, editing, and viewing alarms
 - 9. Creating, editing, and viewing operating schedules and schedule objects
 - 10. Backing-up and restoring programming and data bases
 - 11. Modifying graphic text, backgrounds, dynamic data displays, and links to other graphics
 - 12. Creating new graphics and adding new dynamic data displays and links
 - 13. Alarm and Event management
 - 14. Adding and removing network devices

3.8 TEST AND BALANCE SUPPORT

- A. The controls contractor shall coordinate with and provide on-site support to the test and balance (TAB) personnel This support shall include:
 - 1. On-site operation and manipulation of control systems during the testing and balancing.
 - 2. Control setpoint adjustments for balancing all relevant mechanical systems.
 - 3. Tuning control loops with setpoints and adjustments determined by TAB personnel.

3.9 CONTROLS SYSTEM OPERATORS MANUALS

- A. Provide three electronic and printed copies of a Controls System Operators Manual. The manual shall be specific to the project, written to actual project conditions, and provide a complete and concise depiction of the installed work. Provide information in detail to clearly explain all operation requirements for the control system.
- B. Provide with each manual: CDs of the project's control system drawings, control programs, data bases, graphics, and all items listed below. Include gateway back-up data and configuration tools where applicable. Provide CDs in jewel case with printed and dated project-specific labels on both the CD and the case. For text and drawings, use Adobe Acrobat or MS Office file types. When approved by the Owner, AutoCAD and Visio files are allowed. Give files descriptive English names and organize in folders.
- C. Provide printed manuals in sturdy 3-ring binders with a title sheet on the outside of each binder indicating the project title, project location, contract number, and the controls contractor name, address, and telephone number. Each binder shall include a table of contents and tabbed dividers, with all material neatly organized. Manuals shall include the following:
 - 1. A copy of the as-built control system (shop) drawings set, with all items specified under the paragraph "Submittals." Indicate all field changes and modifications.

2. A copy of the project's mechanical design drawings, including any official modifications and revisions.
3. A copy of the project's approved Product Data submittals provided under the paragraph "Submittals."
4. A copy of the project's approved Performance Verification Testing Plan and Report.
5. A copy of the project's approved final TAB Report.
6. Printouts of all control system programs, including controller setup pages if used. Include plain-English narratives of application programs, flowcharts, and source code.
7. Printouts of all physical input and output object properties, including tuning values, alarm limits, calibration factors, and set points.
8. A table entitled "AC Power Table" listing the electrical power source for each controller. Include the building electrical panel number, panel location, and circuit breaker number.
9. The DDC manufacturer's hardware and software manuals in both print and CD format with printed project-specific labels. Include installation and technical manuals for all controller hardware, operator manuals for all controllers, programming manuals for all controllers, operator manuals for all workstation software, installation and technical manuals for the workstation and notebook, and programming manuals for the workstation and notebook software.
10. A list of qualified control system service organizations for the work provided under this contract. Include their addresses and telephone numbers.
11. A written statement entitled "Software Upgrades" stating software and firmware patches and updates will be provided upon request at no additional cost to the Owner for a minimum of two years from contract acceptance. Include a table of all DDC system software and firmware provided under this contract, listing the original release dates, version numbers, part numbers, and serial numbers.

3.10 CLEANING

- A. The contractor shall clean up all debris resulting from his/her activities daily. The contractor shall remove all cartons, containers, crates, etc., under his/her control as soon as their contents have been removed. Waste shall be collected and placed in a designated location.
- B. At the completion of work in any area, the contractor shall clean all work, equipment, etc., keeping it free from dust, dirt, and debris, etc.
- C. At the completion of work, all equipment furnished under this section shall be checked for paint damage, and any factory-finished paint that has been damaged shall be required to match the adjacent areas. Any cabinet or enclosure that has been deformed shall be replaced with new material and repainted to match the adjacent areas.

END OF SECTION 23 09 00

SECTION 23 09 93 - SEQUENCE OF OPERATIONS FOR HVAC CONTROLS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 23 Section “Common Work Results for Mechanical”
 - 2. Section 23 09 00 – Instrumentation and Control for HVAC for control equipment and devices and submittal requirements.
 - 3. Division 23 Sections – Equipment with built in DDC controllers
 - 4. Division 23 Section “Testing, Adjusting, and Balancing”
 - 5. Division 26

1.2 GENERAL

- A. This Section includes control sequences for HVAC systems, subsystems, and equipment. Provide control devices, control software and control wiring as required for automatic operation of each sequence specified. The system is BAS controlled using electric actuation.
 - 1. Provide automatic control for system operation as described herein, although word “automatic” or “automatically”, is not used.
 - 2. Manual operation is limited only where specifically described; however, provide manual override for each automatic operation.
 - 3. Where manual start-up is called for, also provide scheduled automatic start-stop capabilities.
- B. These sequences are intended to be performance based. Implementations that provide the same functional result using different underlying detailed logic will be acceptable.
- C. Unless otherwise indicated, control loops shall be enabled and disabled based on the status of the system being controlled to prevent windup. When a control loop is enabled or re-enabled, it and all its constituents (such as the proportional and integral terms) shall be set initially to a Neutral value. A control loop in Neutral shall correspond to a condition that applies the minimum control effect, i.e., valves/dampers closed, VFDs at minimum speed, etc.
- D. The term “proven” (i.e., “proven on”/ “proven off”) shall mean that the equipment’s DI status point (where provided, e.g. current switch, DP switch, or VFD status) matches the state set by the equipment’s DO command point.
- E. The term “software point” shall mean an analog variable, and “software switch” shall mean a digital (binary) variable, that are not associated with real I/O points. They shall be read/write capable (e.g., BACnet analog variable and binary variable).

- F. Functions called for in sequence of operations are minimum requirements and not to limit additional BAS system capabilities. Determine, through operation of the system, proportional bands, interval time, integral periods, adjustment rates, and any other input information required to provide stable operation of the control programs.
- G. To avoid abrupt changes in equipment operation, the output of every control loop shall be capable of being limited by a user adjustable maximum rate of change, with a default of 25% per minute.
- H. Setpoints, timers, deadbands, PID gains, etc., listed in sequences shall be adjustable by the user with appropriate access level whether indicated as adjustable in sequences or not. Software points shall be used for these variables. Fixed scalar numbers shall not be embedded in programs except for physical constants and conversion factors.
- I. Values for all points, including real (hardware) points used in control sequences shall be capable of being overridden by the user with appropriate access level (e.g., for testing and commissioning). If hardware design prevents this for hardware points, they shall be equated to a software point and the software point shall be used in all sequences.
- J. For each item of equipment, provide following functions which are not specifically mentioned in each Sequence of Operation:
 - 1. Start-Stop, manual, and scheduled
 - 2. On-Off status of each piece of equipment
 - 3. Run-time
 - 4. Alarm
- K. Provide Sequenced starting of HVAC equipment, whether or not specifically mentioned in each Sequence of Operation: At initial start-up; for automatic starting on emergency power, or after power blackout.
- L. Setback Controls:
 - 1. Heating systems shall be equipped with controls configured to automatically restart and temporarily operate the system as required to maintain zone temperatures above an adjustable heating setpoint at least 10°F below the occupied heating setpoint.
 - 2. Cooling systems shall be equipped with controls configured to automatically restart and temporarily operate the mechanical cooling system as required to maintain zone temperatures below an adjustable cooling setpoint at least 5°F above the occupied cooling setpoint or to prevent high space humidity levels.
 - 3. Optimum Start Controls. Individual heating and cooling systems with setback controls shall have optimum start controls. The control algorithm shall, as a minimum, be a function of the difference between space temperature and occupied setpoint, the outdoor temperature, and the amount of time prior to scheduled occupancy.
 - 4. Radiant heating systems configured with a setback heating setpoint at least 4°F below the occupied heating setpoint. These systems shall incorporate floor temperature into the optimum start algorithm.
- M. All setpoints shall be monitored and adjustable. Setpoints listed herein are approximate. It is the responsibility of the BAS contractor to calibrate the system and all setpoints to actual working conditions once the system is on line.

N. Variable Frequency Drives

1. To avoid operator confusion, the speed command point (and speed feedback point, if used) for VFDs should be configured so that a speed of 0% corresponds to 0 Hz and 100% corresponds to maximum speed set in the VFD, not necessarily 60 Hz. The maximum speed may be limited below 60 Hz to protect equipment or it may be above 60 Hz for direct drive equipment. Many times drives are configured such that a 0% speed signal corresponds to the minimum speed programmed into the VFD, but that causes the speed AO value and the actual speed to deviate from one another.
2. For each piece of equipment, the minimum speed shall be stored in a single software point. This value shall be written to the VFD's minimum speed setpoint via the drive's network interface; in the case of a hard-wired VFD interface, the minimum speed shall be the lowest speed command sent to the drive by the BAS.
3. Current VFD status and operating conditions shall be monitored through its communications interface port. The interface shall monitor the following software points: Motor RPM, motor amps, motor runtime, VFD status, "In fault condition", and "In bypass".
4. System Dampers:
 - a. Damper control typically consists of a requirement to open a damper (such as an outdoor air damper, smoke damper, isolation damper, etc.) before the motor is to operate in any mode (drive or bypass). This means that a "start" or "run" command can come from the BAS, an operator at the VFD provides a local "start" command at the VFD keypad, or the command can come from the serial communication connection.
 - b. After a run command is received, but before the VFD actually runs the motor, the VFD shall close a relay contact to actuate the damper. When the damper is fully open, an end switch from the damper will close and then the VFD will be allowed to operate the motor. The damper end-switches shall be mounted such that they can be adjusted during start-up so the open indication is only provided when the damper is in the fully open position.
 - c. Ensure that the VFD has an input that when activated, will stop the motor in any VFD operating mode as well as bypass.
 - d. Where dampers operate in conjunction with fan operation, the damper open signal shall precede the fan start signal by 10-23 seconds. The damper close signal shall be delayed 10-23 seconds after the fan stop signal.

O. Alarms

1. All alarms shall include a Time/Date Stamp using the standalone control module time and date.
2. Each alarm can be configured in terms of criticality (Critical/Not Critical), operator acknowledgement (Requires Acknowledgement/Does Not Require Acknowledgement), and conditions required for an alarm to clear automatically (Requires Acknowledgement of a Return to Normal/Does Not Require Acknowledgement of a Return to Normal).
3. An operator shall be able to sort alarms based on level, time/date, and current status.
4. Alarms should be reported with the following information:
 - a. Date and time of the alarm
 - b. Level of the alarm
 - c. Description of the alarm

- d. Equipment tags for the units in alarm
 - e. Possible causes of the alarm, if provided by the fault detection routines
 - f. The source that serves the equipment in alarm
5. There shall be 5 levels of alarm
- a. Level 1: Critical/life safety
 - b. Level 2: Significant equipment failure
 - c. Level 3: Non-critical equipment failure/operation
 - d. Level 4: Energy conservation monitor
 - e. Level 5: Maintenance indication, notification
 - f. 19.
6. Hierarchical Alarm Suppression: For each piece of equipment or space controlled by the BAS, define its relationship (if any) to other equipment in terms of “source,” “load,” or “system.”
- a. Source: A component is a “source” if it provides resources to a downstream component, such as a chiller providing chilled water to an AHU.
 - b. Load: A component is a “load” if it receives resources from an upstream component, such as an AHU that receives chilled water from a chiller.
 - c. The same component may be both a load (receiving resources from an upstream source) and a source (providing resources to a downstream load).
 - d. System: A set of components is a “system” if they share a load in common (i.e., collectively act as a source to downstream equipment, such as a set of chillers in a lead/lag relationship serving air handlers).
 - 1) If a single component acts as a source for downstream loads (e.g., an AHU as a source for its VAV boxes), then that single source component shall be defined as a “system” of one element.
 - 2) For equipment with associated pumps (chillers, boilers, cooling towers):
 - a) If the pumps are in a one-to-one relationship with equipment they serve, the pumps shall be treated as part of the system to which they are associated (i.e., they are not considered loads) since a pump failure will necessarily disable its associated equipment.
 - b) If the pumps are headered to the equipment they serve, then the pumps may be treated as a system, which is a load relative to the upstream equipment (e.g., chillers) and a source relative to downstream equipment (e.g., air handlers).
 - e. For each system as defined above, there shall be a SystemOK flag, which is either true or false.
 - f. SystemOK shall be true when all of the following are true:
 - 1) The system is proven on.
 - 2) The system is achieving its temperature and/or pressure setpoint(s) for at least five minutes
 - 3) The system is ready and able to serve its load

- g. SystemOK shall be false while the system is starting up (i.e., before reaching setpoint) or when enough of the system's components are unavailable (in alarm, disabled, or turned off) to disrupt the ability of the system to serve its load. This threshold shall be defined by the design engineer for each system.
 - 1) By default, Level 1 through Level 3 component alarms (indicating equipment failure) shall inhibit SystemOK. Level 4 and Level 5 component alarms (maintenance and energy efficiency alarms) shall not affect SystemOK.
 - 2) The operator shall have the ability to individually determine which component alarms may or may not inhibit SystemOK.
 - h. The BAS shall selectively suppress (i.e., fail to announce; alarms may still be logged to a database) alarms for load components if SystemOK is false for the source system that serves that load.
 - 1) If SystemOK is false for a cooling water system (i.e., chiller, cooling tower, or associated pump) then only high temperature alarms from the loads shall be suppressed.
 - 2) If SystemOK is false for a heating water system (i.e., boiler or associated pump) then only low temperature alarms from the loads shall be suppressed.
 - 3) If SystemOK is false for an airside system (air handler, fan coil, VAV box, etc.), then all alarms from the loads shall be suppressed.
 - i. This hierarchical suppression shall cascade through multiple levels of load-source relationship, such that alarms at downstream loads shall also be suppressed.
 - j. The following types of alarms will never be suppressed by this logic:
 - 1) Life/safety and Level 1 alarms
 - 2) Failure-to-start alarms (i.e., equipment is commanded on, but status point shows equipment to be off)
 - 3) Failure-to-stop/hand alarms (i.e., equipment is commanded off, but status point shows equipment to be on)
- P. Time-Based Suppression Block: This block is used to suppress reset requests and alarms after a change in setpoint. This includes automatic changes in setpoint, e.g., due to a change in occupancy sensor status, as well as changes made by occupants. This block shall calculate a time delay period after any change in setpoint based on the difference between the controlled variable (e.g., zone temperature) at the time of the change and the new setpoint. The default time delay period shall be:
- 1. For thermal zone temperature alarms: 10 minutes per °F of difference, but no longer than 120 minutes
 - 2. For thermal zone temperature cooling requests: 5 minutes per °F of difference, but no longer than 30 minutes
 - 3. For thermal zone heating requests: 5 minutes per °F of difference, but no longer than 30 minutes
- Q. Normal positions for controlled devices:
- 1. Unless noted, the following valves and dampers shall fail closed:

- a. Outside air dampers
 - b. Relief air dampers
 - c. Exhaust air closure dampers
 - d. Steam valves at convertors
 - e. Cooling coil valves for coils located indoors shall close to the coil.
 - f. Domestic hot water heat source.
 - g. Humidifier valves.
2. Unless noted, the following valves and dampers shall fail open:
- a. Heating coils.
 - b. Cooling coil valves for coils located outdoors shall open to the coil.

1.3 ENERGY RECOVERY UNITS

A. Simple ERU

1. Occupied mode:
 - a. Normally closed outside air and exhaust dampers shall be open.
 - b. Supply and Exhaust fans operate continuously during occupied hours, subject to damper end switches.
 - c. Prove supply fan operation by current switch.
 - d. Prove exhaust fan operation by current switch.

2. Unoccupied mode:
 - a. OA and EA dampers 100% closed.
 - b. Fans off.

PART 2 - WATER SOURCE HEAT PUMP SYSTEM

2.1 HEAT PUMP LOOP WATER CONTROL

- A. Control of Loop water Circulating Pumps: Control for pumps shall remain as currently operating whereby existing pumps are energized during occupied cycle and modulate to maintain system differential pressure based upon water cooled condensing unit operation.

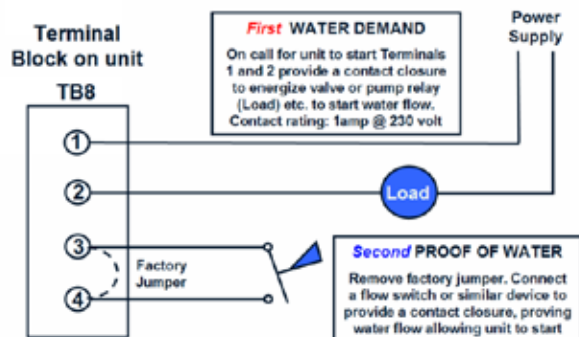
- B. Supplementary Heat Control: Existing control remains as currently operating whereby system modulates the three way bypass valve on drop in loop supply temperature to below nominal setpoint of 78 deg. On continued drop in temperature below setpoint, with three way valve in full bypass, hot water injection pump cycles to maintain a minimum loop-water temperature setpoint (78 deg adj).

- C. Provide a deadband between heat addition and heat rejection.

- D. Heat rejection Controls -closed circuit cooler (CCC):
 - 1. Existing heat rejection control shall remain as exists, where both towers operate together, with fan speeds modulating in unison for control as follows:
 - a. With loop flow proven, and the loop water temperature rises above setpoint, initiate first stage cooling which opens the CCC discharge dampers.
 - b. With discharge dampers proven open, and the continued rise in loop temperature above setpoint, start the CCC recirculating pumps.
 - c. When the loop water supply temperature reaches 86°F, start the CCC fans at low speed.
 - d. Modulate the CCC fan speeds to maintain nominal heat rejection loop supply temperature at 85 degrees (adj).
 - e. The sequence shall take place in reverse order upon a drop in loop temperature, minimum 3-minute run time for each step.

2.2 WATER-COOLED VRF CONDENSING UNITS

- A. Coordinate with Section 23 81 29. Integrate and monitor all available BACnet points.
- B. Water-source modules contain a terminal block with dry contacts for proof of flow status via a field provided flow switch (BAS contractor shall provide), as well as a dry contact to energize the control circuit for the loop pump and motorized isolation valve.



- C. A normally open, on/off control condenser water shutoff valve shall be provided in the branch connection to each unit. The valve shall be open whenever the unit requires flow. The valve actuator shall be wired to the unit when there is a call for heating or cooling. The valve shall have an end switch to ensure valve is fully open prior to compressor operation.
- D. The on/off control valves shall be 2-way as indicated (See Water Cooled VRF Condensing Unit Schedule).
- E. Provide water supply temperature sensor to monitor the unit leaving temperature.

END OF SECTION 23 09 93

SECTION 23 21 13 – HYDRONIC HVAC PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 7 Section for materials and methods for sealing pipe penetrations.
 - 2. Division 23 Section "Common Work Results for Mechanical"
 - 3. Division 23 Section "Hangers and Supports" for pipe supports.
 - 4. Division 23 Section "Thermometers and Pressure Gages"
 - 5. Division 23 Section "Mechanical Identification" for labeling and identifying.
 - 6. Division 23 Section "Hydronic Pumps" for pumps, motors, and accessories.
 - 7. Division 23 controls section for temperature-control valves and sensors.

1.2 SUMMARY

- A. This Section includes piping and specialties for hydronic HVAC piping.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of the following:
 - 1. Piping
 - 2. Hydronic specialties
 - 3. Chemical treatment.
- B. Delegated-Design Submittal:
 - 1. Design calculations and detailed fabrication and assembly of pipe anchors and alignment guides, hangers and supports for multiple pipes, expansion joints and loops, and attachments of the same to the building structure.
 - 2. Locations of pipe anchors and alignment guides and expansion joints and loops.

1.4 INFORMATIONAL SUBMITTALS

- A. Water Analysis: Submit a copy of the water analysis to illustrate water quality available at Project site.

1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For air-control devices, hydronic specialties, and special-duty valves to include in emergency, operation, and maintenance manuals.

1.6 QUALITY ASSURANCE

- A. Welding: Qualify processes and operators according to the ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."
- B. Qualify soldering processes, procedures, and solderers for copper and copper alloy pipe and tube in accordance with ASTM B 828.
- C. Qualify brazing processes for copper and copper alloy pipe and tube according to ANSI/AWS C3.4.
- D. ASME Compliance: Comply with ASME B31.9, "Building Services Piping," for materials, products, and installation. Safety valves and pressure vessels shall bear the appropriate ASME label. Fabricate and stamp air separators and expansion tanks to comply with the ASME Boiler and Pressure Vessel Code, Section VIII, Division 1.
- E. HVAC Water-Treatment Service Provider Qualifications: An experienced HVAC water-treatment service provider capable of analyzing water qualities, installing water-treatment equipment, and applying water treatment as specified in this Section.

1.7 COORDINATION

- A. Drawings show the general layout of piping and accessories but do not show all required fittings and offsets that may be necessary to connect piping to equipment and to coordinate with other trades. Fabricate piping based on field measurements. Provide all necessary fittings and offsets.
- B. Coordinate layout and installation of hydronic piping and suspension system components with other construction.
- C. Coordinate pipe sleeve installations and penetrations with other trades.
- D. Coordinate pipe fitting pressure classes with products specified in related Sections.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Grooved Mechanical-Joint Fittings and Couplings:
 - a. Victaulic Company of America.

- b. Anvil
 - c. Grinnell Corporation.
2. Balancing Valves:
- a. Griswold Controls.
 - b. ITT Bell & Gossett
 - c. Taco, Inc.
 - d. Tour & Anderson
 - e. Flow Design, Inc.
 - f. Griswold Controls
 - g. Watts Industries Inc.
 - h. Caleffi
 - i. Nexus
3. Hydronic Pressure-Reducing Valves:
- a. Amtrol, Inc.
 - b. Armstrong Pumps, Inc.
 - c. Conbraco Industries, Inc.
 - d. ITT Bell & Gossett
 - e. Spence Engineering Company, Inc.
 - f. Caleffi
 - g. Watts Industries, Inc.
4. Safety Valves:
- a. Amtrol, Inc.
 - b. Armstrong Pumps, Inc.
 - c. Conbraco Industries, Inc.
 - d. ITT McDonnell & Miller.
 - e. Kunkle Valve Division.
 - f. Spence Engineering Company, Inc.
 - g. Caleffi
 - h. Watts Industries Inc.
5. Air Vents and Vacuum Breakers:
- a. Armstrong International, Inc.
 - b. Barnes & Jones, Inc.
 - c. ITT Hoffman
 - d. Caleffi
 - e. Spirax Sarco, Inc.

2.2 PIPING MATERIALS

- A. General: Refer to Part 3 "Piping Applications" Article for applications of pipe and fitting materials.

2.3 COPPER TUBE AND FITTINGS

- A. Drawn-Temper Copper Tubing: ASTM B 88, Type L.
- B. DWV Copper Tubing: ASTM B 306, Type DWV.
- C. Fitting Standard: Copper fittings shall conform to ASME B16.18, ASME B16.22 or ASME B16.26.
- D. Press Fitting: Copper and copper alloy press fittings shall conform to material requirements of ASME B16.18 or ASME B16.22 and performance criteria of IAPMO PS 117. Sealing elements for press fittings shall be EPDM. Sealing elements shall be factory installed or an alternative supplied by fitting manufacturer. Press ends shall have SC (Smart Connect) feature design (leakage path). In ProPress ½” to 4” dimensions the Smart Connect Feature assures leakage of liquids and/or gases from inside the system past the sealing element of an un-pressed connection. The function of this feature is to provide the installer quick and easy identification of connections which have not been pressed prior to putting the system into operation.
- E. Wrought-Copper Unions: ASME B16.22.
- F. Solder Filler Metals: ASTM B 32, 95-5 tin antimony.
- G. Brazing Filler Metals: AWS A5.8, Classification BAg-1 (silver).

2.4 PLASTIC PIPE AND FITTINGS

- A. CPVC Plastic Pipe: ASTM F 441/F 441M, Schedule 80.
- B. CPVC Plastic Pipe Fittings: Socket-type pipe fittings, ASTM F 439 for Schedule 80 pipe.
- C. Solvent Cements for CPVC Piping: ASTM F 493.

2.5 STEEL PIPE AND FITTINGS

- A. Steel Pipe, NPS 2 and Smaller: ASTM A-53, Type S (seamless) or Type F (furnace-butt welded), Grade B, Schedule 40 and 80, black steel, plain ends.
- B. Steel Pipe, NPS 2-1/2 and larger: ASTM A-53, Type E (electric-resistance welded), Grade B, Schedule 40 and 80, black steel, plain ends.
- C. Malleable-Iron Threaded Fittings: ASME B16.3, Classes 150 and 300.
- D. Malleable-Iron Unions: ASME B16.39; Classes 150, 250, and 300.
- E. Cast-Iron Pipe Flanges and Flanged Fittings: ASME B16.1, Classes 25, 125, and 250; raised ground face, and bolt holes spot faced.
- F. Wrought-Steel Fittings: ASTM A-234/A 234M, wall thickness to match adjoining pipe.

- G. Wrought Cast- and Forged-Steel Flanges and Flanged Fittings: ASME B16.5, including bolts, nuts, and gaskets of the following material group, end connections, and facings: Material Group: 1.1. End Connections: Butt-welding. Facings: Raised face.
- H. Grooved Mechanical-Joint Fittings and Couplings:
 - 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following: Victaulic or approved equal.
 - 2. Standard Grooved Joint Fittings: ASTM A 536, Grade 65-45-12 ductile iron, ASTM A 53/A 53M, Type F, E, or S, Grade B fabricated steel; or ASTM A 234, Grade WPB forged steel fittings with grooves or shoulders constructed to accept Victaulic grooved-end couplings; with nuts, bolts, locking pin, locking toggle, or lugs to secure grooved pipe and fittings.
 - 3. Standard Couplings: Ductile-iron housing and synthetic rubber gasket of central cavity pressure-responsive design (Grade "E" EPDM for water services -30°F to 230°F or Grade "EHP" EPDM for water services rated -30°F to 250°F); with nuts, bolts, locking pin, locking toggle, or lugs to secure grooved pipe and fittings.
 - a. Rigid Type: Housings shall be cast with offsetting, angle-pattern bolt pads to provide system rigidity and support and hanging in accordance with ASME B31.1 and B31.9; Victaulic Style 07 (Zero-Flex®) or Style 107 Quick-Vic® Installation-Ready design.
 - b. Flexible Type: Use in locations where vibration attenuation and stress relief are required. Victaulic Style 75 or 77.
 - c. Flange Adapters: Ductile iron housing, flat face, for use with grooved end pipe and fittings, for mating directly with ANSI Class 125, 150, and 300 flanges. Victaulic Style 741 or 743.
- I. Mechanically formed copper or steel tee connections are not acceptable.
- J. Welded Branch and Tap Connections: Forged steel weldolets, or branchlets and threadolets may be used for branch connections up to one pipe size smaller than the main. Forged steel half-couplings, ANSI B16.11 may be used for drain, vent and gage connections.
- K. Welding Materials: Comply with Section II, Part C, of the ASME Boiler and Pressure Vessel Code for welding materials appropriate for wall thickness and for chemical analysis of pipe being welded.
- L. Gasket Material: Thickness, material, and type suitable for fluid to be handled; and design temperatures and pressures.

2.6 HYDRONIC VALVES

- A. Gate Valves
 - 1. Threaded Ends 2" and Smaller: Class 125, bronze body, union bonnet, rising-stem, solid wedge: Hammond IB617, Nibco T-124/134, Stockham B105, Milwaukee 1152 or equal.
 - 2. Flanged Ends 2-1/2" and Larger: Class 125, iron body, bronze mounted, bolted bonnet, rising stem, OS&Y, solid wedge: Hammond IR1140, Nibco F617-0, Stockham G623, Milwaukee F2885 or equal.

3. Solder Ends 2" and Smaller: Class 125, bronze body, union bonnet, rising-stem, solid wedge: Hammond IB648, Nibco S134, Stockham B115, Milwaukee 1169 or equal.
4. Comply with the following standards: Cast Iron Valves: MSS SP – 70; Bronze Valves: MSS SP – 80.

B. Ball Valves

1. Threaded Ends 4" and Smaller: 150 psi WP and 600psi non-shock CWP, forged brass full-port or cast bronze two piece body, hard chrome plated forged brass ball, true adjustable packing nut ("O"-ring only type stem seal not acceptable), blow-out proof stem: Watts FBV-3C series/B6080 series, Hammond 8501, Nibco T-585-70, Milwaukee BA100, Apollo 70-Series, or approved equal.
2. Soldered Ends 3" and Smaller: 150 psi WP and 600psi non-shock CWP, full-port cast bronze or forged brass two piece body, hard chrome plated forged brass ball, true adjustable packing nut ("O"-ring only type stem seal not acceptable), blow-out proof stem: Watts FBVS-3C series/B6081 series, Hammond 8511, Nibco S-585-70, Milwaukee BA150, Apollo 70-Series, approved or equal.
3. Comply with MSS SP-110.

C. Butterfly Valves

1. Basis of Design: Center Line Series 200; Lug Type, cast iron, drilled and tapped lug body, ductile iron disc, 416SS shaft, bronze bushing, EPDM seat.
2. Valve bodies shall have extended necks to provide for 2-1/4" insulation as needed.
3. Comply with MSS SP-67.
4. Compatible with ANSI 125/150 flanges. Dead-end capacity to 200 psi.
5. Operators: 6" and smaller: handle with infinite adjustment; 8" and larger: gear w/balance-stop hand wheel. Valves located 7 feet or higher: provide gear/chain wheel.
6. Approved Manufacturers: Watts, Hammond, Nibco, Milwaukee, or approved equal.

D. Bronze Globe Valves, Class 125:

1. Description:
 - a. Standard: MSS SP-80, Type 1.
 - b. CWP Rating: 200 psig.
 - c. Body Material: ASTM B 62, bronze with integral seat and screw-in bonnet.
 - d. Ends: Threaded or solder joint.
 - e. Stem and Disc: Bronze.
 - f. Packing: Asbestos free.
 - g. Handwheel: Malleable iron.

E. Bronze Globe Valves, Class 150:

1. Description:
 - a. Standard: MSS SP-80, Type 2.
 - b. CWP Rating: 300 psig.
 - c. Body Material: ASTM B 62, bronze with integral seat and union-ring bonnet.
 - d. Ends: Threaded.

- e. Stem: Bronze.
- f. Disc: Bronze.
- g. Packing: Asbestos free.
- h. Handwheel: Malleable iron.

F. Iron Globe Valves, Class 125:

1. Description:

- a. Standard: MSS SP-85, Type I.
- b. CWP Rating: 200 psig.
- c. Body Material: ASTM A 126, gray iron with bolted bonnet.
- d. Ends: Flanged.
- e. Trim: Bronze.
- f. Packing and Gasket: Asbestos free.
- g. Operator: Handwheel or chainwheel.

G. Iron Globe Valves, Class 250:

1. Description:

- a. Standard: MSS SP-85, Type I.
- b. CWP Rating: 500 psig.
- c. Body Material: ASTM A 126, gray iron with bolted bonnet.
- d. Ends: Flanged.
- e. Trim: Bronze.
- f. Packing and Gasket: Asbestos free.
- g. Operator: Handwheel or chainwheel.

H. Wafer Check valves: Provide wafer style, butterfly type, spring actuated check valves designed to be installed with gaskets between two standard Class 125 flanges. Construct iron body valves with pressure containing parts of valves with materials conforming to ANSI/ASTM A 126, Grade B. Support hanger pin by removable side plug; Class 125, cast iron body, stainless steel trim, bronze disc, Buna-N seal., Watts BF/DBF series, Metraflex 700 Series, Nibco W920-W, Stockham WG970, Hammond 9253, Milwaukee 1400, or approved or equal.

I. Swing check valves:

- 1. Construct pressure containing parts of Valves as follows: Bronze Valves: 125 or 150 psi: ANSI/ASTM B 62; Iron Body Valves: ANSI/ASTM A-126, Grade B. Comply with the following standards for design, workmanship, material and testing: Bronze Valves: MSS SP – 80; Cast Iron Valves: MSS SP – 71.
- 2. Construct valves of pressure casting free of any impregnating materials. Construct disc and hanger as one piece. Support hanger pins by removable side plug.
- 3. Threaded Ends 2" and Smaller: Class 125, bronze body, screwed cap, Teflon disc: Hammond IB904, Nibco T-413Y, Stockham B320T, Milwaukee 509 or approved equal.
- 4. Soldered Ends 2" and Smaller: Class 125, bronze body, screwed cap, Teflon disc: Hammond IB912, Nibco S-413-Y, Stockham B310T, Milwaukee 511 or approved equal.
- 5. Flanged Ends 2-1/2" and Larger: Class 125, iron body, bronze mounted, horizontal swing, cast-iron disc: Hammond IR1124, Nibco F918-B, Stockham G931, Milwaukee F2974 or approved equal.

- J. ASME Safety Relief Valves: Bell & Gossett A-434D, or equal; diaphragm-operated, bronze or brass body with brass and rubber, wetted, internal working parts; shall suit system pressure and heat capacity and shall comply with the ASME Boiler and Pressure Vessel Code, Section IV. The fluid shall not discharge into the spring chamber. The valve shall have a low blow-down differential. The valve seat and all moving parts exposed to the fluid shall be of non-ferrous material.

2.7 HOOKUPS AND BALANCING

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following.
 - 1. Nexus (Basis of Design)
 - 2. Flow Design
 - 3. Hays
 - 4. Griswold
 - 5. Victaulic
 - 6. Taco
 - 7. Bell & Gossett
- B. Minimum Requirements Per Coil Installation:
 - 1. Automatic Flow Control Valve (AFCV) or Manual Flow Control Valve (MFCV) as indicated.
 - 2. Y-strainer.
 - 3. Temperature Control Valve (TCV) – see 230900.
 - 4. Union connections at coil and TCV.
 - 5. Air vent on return side.
 - 6. Blowdown/drain valve on supply side.
 - 7. Pressure/temperature test plugs across coil and TCV.
 - 8. Full port, union end ball valves or butterfly valve for shutoff.
- C. Materials Of Construction (2½” and smaller, except as noted)
 - 1. Brass or stainless steel metals.
 - 2. Teflon, EPDM or FKM seals.
- D. Installation
 - 1. Installation shall conform to basic piping methods specifications.
 - 2. All components shall be isolated by shutoff valves.
 - 3. Flexible hoses shall be installed at coil connections as shown in the plans or at the option of the mechanical contractor.
 - 4. Union tailpieces may be used to reduce pipe sizes to match coil and TCV valve sizes.
 - 5. Pressure/Temperature test plugs shall be installed across coil.
 - 6. A Y-strainer or combination strainer and valve shall be installed on the supply side.
 - 7. Unions shall be used to isolate the coil, AFCV and TCV.

- E. Shutoff Valves (2½" and smaller) shall be forged brass ball valves, Nexus Model UX:
1. A one-piece body rated at 600 psi WP, 325° F.
 2. Interchangeable union ends with FKM O-ring seal (ground joint is not acceptable).
 3. Multiple ¼" tapped ports for test plugs, vent, and/or drain.
 4. Blowout-proof stem with dual KFM O-ring seals.
 5. Hard chrome plated stainless steel ball with Teflon seats.
- F. Shutoff Valves (2½" and larger) shall be lug pattern butterfly valves, Nexus Model BV:
1. A minimum of 225 psi WP, 250° F.
 2. 125# Class lug pattern cast or ductile iron body.
 3. EPDM cartridge seat, 416 stainless steel one-piece shaft, and 304 stainless steel disc.
 4. Top and bottom shaft bushings.
 5. Provide an infinite position chrome plated steel top plate for balancing purposes.
 6. Epoxy coated body.
- G. Automatic Flow Control Valves shall be non-clogging design, Nexus Model UM:
1. The flow cartridge's non-clogging service design shall include no metal-to-metal contact, no segmented ports, and incorporate a flow nozzle and a metering disc controlled by a pressure compensating spring.
 2. The flow cartridge shall be a single assembly, constructed with stainless steel moving parts and be accessible without removing the valve from the piping (½" thru 2½" brass valves).
 3. The flow cartridge shall be 100% factory flow tested and calibrated to maintain an accuracy of ±5%; the accuracy shall be 100% maintained over the operating pressure range.
 4. The flow cartridge shall carry a limited lifetime material warranty.
 5. Valves (2½" and smaller) shall be a forged brass Y-pattern body with ball valve, (2) pressure/temperature ports, a tag indicating the model, flow rate and PSID range, blowout proof stem with dual FKM O-ring seals, interchangeable union end with FKM O-ring seal, hard chrome plated brass ball with Teflon seats, and rated at 600 psi WP, 325° F.
 6. Valves (2½" +) shall be a wafer style or 125# / 150# Class flanged cast iron body with (2) pressure/temperature ports, a tag indicating the model, flow rate and PSID range; able to incorporate a drain and/or vent as required; and rated at 175 psi WP, 250° F.
- H. Manual Flow Control Valves (2½" and smaller) shall be a combination of metering/balance type of forged brass construction, Nexus Model XB:
1. A modified venturi equipped with (2) pressure/temperature ports and an ID tag.
 2. A combination shutoff and memory stop device-indicating degree of opening.
 3. A rating of 600 WOG, 325°F.
 4. An interchangeable union ends with FKM O-ring type seal.
 5. Blowout proof stem with dual FKM O-ring seals.
 6. Hard chrome plated stainless steel ball with Teflon seats.
- I. Manual Flow Control Valves (2½" and larger) shall be an instrument and metering station with integral Pitot Tube, multiple ports for instruments, accessories and drains, a butterfly throttling valve; Nexus Model NXFB:

1. The Pitot tube shall be twin tube design, of 316 stainless steel with blowout proof attachment to station body.
 2. Ports shall include 3/4" port for thermometer well, 1/4" ports for pressure gauge, air vent, transmitter or other accessories, and a 1/2" drain port.
 3. The instrument station shall be 125# Class flanged (mates to 150# Class flanges) construction.
 4. The butterfly valve shall be lug pattern with a rating 225 PSIG, 250°F. The butterfly valve shall have an infinite position operator with memory stop (6" and smaller), worm gear with memory stop (6" and larger).
- J. Temperature Control Valves, ref. Section 23 09 00 & 230993.
- K. Combination Strainer/Ball Valves (2 1/2" and smaller) used for supply side shutoff and strainer requirements shall be forged brass construction, Nexus Model UY:
1. A minimum rating of 600 WOG, 325° F.
 2. Interchangeable union end with FKM O-ring seal.
 3. Multiple 1/4" tapped ports for test plugs, vent, or other accessories.
 4. Blowout proof stem with dual FKM O-ring seals.
 5. Hard chrome plated stainless steel ball with Teflon seats.
 6. A 20 mesh 304 stainless steel filter screen, accessible without affecting the valve piping.
 7. A port in the filter cap for a blowdown/drain valve.
- L. Combination Strainer/Butterfly Valves (2 1/2" and larger) used for supply side shutoff and strainer requirements shall be cast or gray iron construction, Nexus Model SXFV:
1. A minimum rating of 175 psi WP, 250° F.
 2. 125# Class flanges (mates to 150# Class flanges) and lug pattern butterfly valve.
 3. Multiple 1/4" tapped accessory ports across the filter screen.
 4. A flanged end cap with a 3/4" port for a blowdown/drain valve standard thru 8" size.
 5. A 3/4" port for thermometer well.
 6. A 304 stainless steel screen, with perforations 0.045" thru 3", and 0.125" thru 8".
- M. Y-Strainers (2 1/2" and smaller) shall be forged brass body, Nexus Model UYX:
1. 1/4" tapped accessory ports.
 2. A rating of 600 WOG, 325° F.
 3. A 20 mesh 304 stainless steel filter screen, removable without affecting the strainer piping.
 4. A port in the filter cap for a blowdown/drain valve.
- N. Y-Strainers (2 1/2" and larger) shall be 125# Class flanged cast or ductile iron body, Nexus Model SXF:
1. Multiple 1/4" tapped accessory ports across the filter screen.
 2. A flanged end cap with a 3/4" port for a blowdown valve standard thru 8" size.
 3. A 3/4" port for thermometer well.
 4. A 304 stainless steel screen, with perforations 0.045" thru 3", and 0.125" thru 8".

O. Blowdown/Drain Valves shall be forged brass ball valve construction, Nexus Model BD:

1. A minimum rating of 600 WOG, 325° F.
2. Blowout proof stem with dual FKM O-ring seals.
3. Hard chrome plated brass ball with Teflon seats.
4. A ¾" hose end and nylon / brass cap with retainer to protect threads.

P. Unions (2" and smaller) shall be forged brass, Nexus Model UU:

1. A minimum of 600 psi WP, 325° F.
2. Multiple ¼" tapped ports for test plugs, vent and/or drain valves.
3. FKM O-ring seal.

Q. Accessories to coil piping components shall conform to the following:

1. Nexus PT Pressure/Temperature test plugs shall be rated for 1000 psi, 325° F, with brass body, Nordel check plugs, and sealed cap.
2. Flexible hoses shall be designed for water, and fire retarding conform to ASTM codes E84-00, with stainless steel outer braid.
3. Hoses (½" thru 1"), Nexus UFHF.
 - a. Shall have a Kevlar reinforced EPDM tube core, brass end fittings, and designed for a working pressure of 400 psi, 248°F.
 - b. Provide dual union or swivel end fittings.
4. Hoses (1¼" thru 2"), Nexus UFHM:
 - a. Shall have Rayon reinforced EPDM tube core, brass end fittings, and designed for a working pressure of 300 psi, 248° F. The (2½") hose shall have stainless steel outer braid and carbon steel Sch. 40 fittings, and designed for a working pressure of 400 psi, 70° F.
 - b. Provide least one union or swivel end fitting
5. Nexus MV Manual air vents shall be of brass construction and rated at 400 psi, 325° F.
6. Shaft extensions (2" and smaller) for insulated pipe shall be at least 2¼" tall and constructed of brass
7. Chilled water systems: Provide extended pressure and temperature test plugs, manual air vents and handles. Extended handles shall not break the vapor barrier when operated.

2.8 HYDRONIC SPECIALTIES

- A. Manual Air Vent: Bronze body and nonferrous internal parts; 150-psig working pressure; 225 deg F operating temperature; manually operated with screwdriver or thumbscrew; with NPS 1/8 discharge connection and NPS 1/2 inlet connection.
- B. Automatic Air Vent: designed to vent automatically with float principle; bronze body and nonferrous internal parts; 150-psig working pressure; 240 deg F operating temperature; with NPS 1/4 discharge connection and NPS 1/2 inlet connection. Seton, Brady, or approved equal.

- C. Y-Pattern Strainers: Strainers shall be Y-type with removable basket. Body shall have cast-in arrows to indicate direction of flow. Strainer screens shall have finished ends fitted to machined screen chamber surfaces to preclude bypass flow. Strainer element material shall be AISI Type 304 corrosion-resistant steel. Provide fine-mesh start-up strainers. Strainers in sizes 3-inch and smaller shall have screwed ends; Hammond 3010, or approved equal. Body material shall be cast bronze conforming to ASTM B584-C84400. Strainer bodies fitted with screwed screen retainers shall have straight threads and shall be gasketed with nonferrous metal. Strainer screens shall have perforations not to exceed 1/32". In sizes 4 and larger, strainers shall have flanged ends; Hammond 3030, or approved equal. Body material shall be cast iron conforming to ASTM A126 Class B. Strainer bodies fitted with bolted-on screen retainers shall have offset blowdown holes. Strainer screens shall have perforations not to exceed 1/16" (4" size); 1/8" (5" size and larger).

2.9 WATER TREATMENT FOR CLOSED LOOP HYDRONIC SYSTEMS

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

1. Sentinel
2. Anderson Chemical Company.
3. Aqua-Chem, Inc.
4. Barclay Water Management, Inc.
5. General Electric Company; GE Water & Process Technologies.
6. H-O-H Water Technology, Inc.
7. Metro Group, Inc. (The); Metropolitan Refining Div.
8. Nalco; an Ecolab company.
9. Watcon, Inc.

- B. Performance Requirements

1. Provide water treatment for closed-loop hydronic systems.
2. Water quality for hydronic systems shall minimize corrosion, scale buildup, and biological growth for optimum efficiency of hydronic equipment without creating a hazard to operating personnel or the environment.
3. Base HVAC water treatment on quality of water available at Project site, hydronic system equipment material characteristics and functional performance characteristics, operating personnel capabilities, and requirements and guidelines of authorities having jurisdiction.
4. Closed hydronic systems, including shall have the following water qualities:
 - a. pH: Maintain a value within 8.2 to 9.5.
 - b. "P" Alkalinity: Maintain a value within 100 to 500 ppm.
 - c. Total Hardness : <150 ppm as CaCO_3 .
 - d. Chemical Oxygen Demand: Maintain a maximum value of 100 ppm.
 - e. Soluble Copper: Maintain a maximum value of 0.20 ppm.
 - f. TSS: Maintain a maximum value of 10 ppm.
 - g. Ammonia: Maintain a maximum value of 20 ppm.
 - h. Free Caustic Alkalinity: Maintain a maximum value of 20 ppm.
 - i. Microbiological Limits:
 - 1) Total Aerobic Plate Count: Maintain a maximum value of 1000 organisms/mL.

- 2) Total Anaerobic Plate Count: Maintain a maximum value of 100 organisms/mL.
- 3) Nitrate Reducers: Maintain a maximum value of 100 organisms/mL.
- 4) Sulfate Reducers: Maintain a maximum value of zero organisms/mL.
- 5) Iron Bacteria: Maintain a maximum value of zero organisms/mL.

2.10 GLYCOL

- A. General: Under the scope of this project, the contractor shall be responsible for draining, recovering, and re-installation of glycol solution as required to facilitate the additional equipment within the project scope. The contractor shall add glycol as required to obtain a 30% system solution.
- B. DuPont Dowfrost HD or approved equal; the propylene glycol fluid to be used in such a system shall meet the following requirements: The fluid shall be industrially inhibited propylene glycol (phosphate-based). The fluid shall be easily analyzed for glycol concentration and inhibitor level, and easily re-inhibited using inhibitors readily available from the fluid manufacturer. The fluid shall pass ASTM D1384 (less than 0.5 mils penetration per year for all system metals). The fluid shall be dyed bright yellow to aid in leak detection

PART 3 - EXECUTION

3.1 HYDRONIC PIPING APPLICATIONS – ABOVE GROUND

- A. Condenser Water, NPS 2 and Smaller: Type L drawn-temper copper tubing with soldered joints or Schedule 40 steel pipe with threaded joints.
- B. Condenser Water, NPS 2 ½” and larger: Schedule 40 steel pipe with welded and flanged joints or grooved mechanical-joint couplings.
- C. Drain Lines: ¾” minimum diameter; PVC or DWV Copper Tubing: ASTM B 306, Type DWV.

3.2 VALVE INSTALLATION

- A. Install valves with unions or flanges at each piece of equipment arranged to allow service, maintenance, and equipment removal without system shutdown.
- B. Locate valves for easy access and provide separate support where necessary.
- C. Install valves in horizontal piping with stem at or above center of pipe.
- D. Install valves in position to allow full stem movement.
- E. Install chain-wheel operators on valves NPS 4 and larger and more than 96 inches above floor. Extend chains to 74 inches above finished floor elevation.

3.3 VALVE APPLICATIONS

- A. Hydronic Valve Applications: Shutoff Duty: Ball and butterfly valves. Throttling Duty: Globe, ball, and butterfly valves.
- B. Install shutoff duty valves at each branch connection to supply mains, at supply connection to each piece of equipment, unless only one piece of equipment is connected in the branch line. Install throttling duty valves at each branch connection to return mains, at return connections to each piece of equipment, and elsewhere as indicated.
- C. Install calibrated balancing valves in the return water line of terminal units, as indicated, and as required to facilitate system balancing.
- D. Install check valves at each pump discharge and elsewhere as required to control flow direction.
- E. Install pressure-reducing valves on hot-water generators and elsewhere as required to regulate system pressure.

3.4 HYDRONIC PIPING INSTALLATIONS

- A. Refer to Division 23 Section "Common Work Results for Mechanical" for basic piping installation requirements.
- B. The drawings show the general arrangement of pipe and equipment but do not show all required fittings and offsets that may be necessary to connect pipes to equipment and to coordinate with other trades. Provide all necessary fittings, offsets and pipe runs at no additional cost. Coordinate with other trades for space available and relative location of HVAC equipment and accessories to be connected on ceiling grid. Pipe location on the drawings shall be altered by contractor where necessary to avoid interferences and clearance difficulties.
- C. Install groups of pipes parallel to each other, spaced to permit applying insulation and servicing of valves.
- D. Refer to Division 23 Section "Common Work Results for Mechanical" for joint construction requirements for soldered and brazed joints in copper tubing; threaded, welded, and flanged joints in steel piping; and solvent-welded joints for PVC and CPVC piping.
- E. Grooved Joints: Assemble joints with coupling and gasket, lubricant, and bolts. Cut or roll grooves in ends of pipe based on pipe and coupling manufacturer's written instructions for pipe wall thickness. Use grooved-end fittings and rigid or flexible, where required, grooved-end-pipe couplings. The gasket style and elastomeric material (grade) shall be verified as suitable for the intended service as specified. Gaskets shall be molded and produced by the grooved coupling manufacturer. Grooved end shall be clean and free from indentations, projections, and roll marks in the area from pipe end to groove. A Victaulic factory trained field representative shall provide on-site training for contractor's field personnel in the use of grooving tools, application of groove, and installation of grooved piping products. Factory trained representative shall periodically review the product installation. Contractor shall remove and replace any improperly installed products.

3.5 HANGERS AND SUPPORTS

- A. Hanger, support, and anchor devices are specified in Division 23 Section "Hangers and Supports."

3.6 HYDRONIC SPECIALTIES INSTALLATION

- A. Install manual air vents at high points in piping, at heat-transfer coils, and elsewhere as required for system air venting. For automatic air vents in ceiling spaces or other concealed locations, provide vent tubing to nearest drain.

3.7 CONTROL VALVE INSTALLATION

- A. Perform the following as directed by the BAS contractor:
 - 1. Install modulating control valves with minimum of 10 pipe diameters straight pipe at inlet and 5 pipe diameters straight pipe at outlet.
 - 2. Installation of immersion wells and pressure tapings, along with associated shut-off cocks.
 - 3. Installation of flow switches.
 - 4. Setting of automatic control valves or other control devices.
- B. Valve submittals shall be coordinated for type, quantity, size, and piping configuration to ensure compatibility with pipe design.
- C. Slip-stem control valves shall be installed so that the stem position is not more than 60 degrees from the vertical up position. Ball type control valves shall be installed with the stem in the horizontal position.
- D. Valves shall be installed in accordance with the manufacturer's recommendations. Control valves shall be installed so that they are accessible and serviceable and so that actuators may be serviced and removed without interference from structure or other pipes and/or equipment.
- E. Isolation valves shall be installed so that the control valve body may be serviced without draining the supply/return side piping system. Unions shall be installed at all connections to screw-type control valves.

3.8 TERMINAL EQUIPMENT CONNECTIONS

- A. Size for supply and return piping connections shall be same as for equipment connections.
- B. Install control valves in accessible locations close to connected equipment.
- C. Arrange piping with offsets to allow for expansion, as well as terminal unit removal.

3.9 CHEMICAL TREATMENT

- A. Perform an analysis of makeup water to determine type and quantities of chemical treatment needed to keep system free of scale, corrosion, and fouling, and to sustain the water characteristics described in Part 2.
- B. Provide bypass chemical feeders in each hydronic system where indicated.
 - 1. Install in upright position with top of funnel not more than 48 inches above the floor.
 - 2. Install feeder in minimum NPS 3/4 bypass line, from main with full-size, full-port, ball valve in the main between bypass connections.
 - 3. Install NPS 3/4 pipe from chemical feeder drain to nearest equipment drain and include a full-size, full-port, ball valve.
- C. Initial flushing: Remove loose dirt, mill scale, metal chips, weld beads, rust, and like deleterious substances without damage to any system component. Provide temporary piping or hose to bypass coils, control valves, exchangers and other factory cleaned equipment unless acceptable means of protection are provided and subsequent inspection of hide-out areas takes place. Isolate or protect clean system components, including pumps and pressure vessels, and remove any component which may be damaged. Open all valves, drains, vents and strainers at all system levels. Remove plugs, caps, spool pieces, and components to facilitate early debris discharge from system. Sectionalize system to obtain debris carrying velocity of 6 feet per second, if possible. Connect dead-end supply and return headers as necessary. Flush bottoms of risers. Install temporary strainers where necessary to protect down-stream equipment. Supply and remove flushing water and drainage by various type hose, temporary and permanent piping and Contractor's booster pumps. Flush until clean as approved by the commissioning agent.
- D. Fill system with fresh water and add liquid alkaline compound with emulsifying agents and detergents to remove grease and petroleum products from piping. Circulate solution for a minimum of 24 hours, drain, clean strainer screens, and refill with fresh water. Circulate systems at normal temperature to remove adherent organic soil, hydrocarbons, flux, pipe mill varnish, pipe joint compounds, iron oxide, and like deleterious substances not removed by flushing, without chemical or mechanical damage to any system component. Removal of tightly adherent mill scale is not required. Keep isolated equipment which is "clean" and where dead-end debris accumulation cannot occur. Sectionalize system if possible, to circulate at velocities not less than 6 feet per second. Circulate each section for not less than four hours. Blow-down all strainers, or remove and clean as frequently as necessary. Drain and prepare for final flushing.
- E. Final Flushing: Return systems to conditions required by initial flushing after all cleaning solution has been displaced by clean make-up. Flush all dead ends and isolated clean equipment. Gently operate all valves to dislodge any debris in valve body by throttling velocity. Flush for not less than one hour.
- F. Close and fill system as soon as possible after final flushing to minimize corrosion. Add initial chemical treatment and maintain water quality in ranges noted above for the first year of operation.
- G. Fill systems that glycol solutions to the concentrations indicated in the equipment schedules.

3.10 FIELD QUALITY CONTROL

- A. Prepare hydronic piping according to ASME B31.9 and as follows:
1. Leave joints, including welds, uninsulated and exposed for examination during test.
 2. Provide temporary restraints for expansion joints that cannot sustain reactions due to test pressure. If temporary restraints are impractical, isolate expansion joints from testing.
 3. Flush hydronic piping systems with clean water; then remove and clean or replace strainer screens.
 4. Isolate equipment from piping. If a valve is used to isolate equipment, its closure shall be capable of sealing against test pressure without damage to valve. Install blinds in flanged joints to isolate equipment.
 5. Install safety valve, set at a pressure no more than one-third higher than test pressure, to protect against damage by expanding liquid or other source of overpressure during test.
- B. Perform the following tests on hydronic piping:
1. Use ambient temperature water as a testing medium unless there is risk of damage due to freezing. Another liquid that is safe for workers and compatible with piping may be used.
 2. While filling system, use vents installed at high points of system to release air. Use drains installed at low points for complete draining of test liquid.
 3. Isolate expansion tanks and determine that hydronic system is full of water.
 4. Subject piping system to hydrostatic test pressure that is not less than 1.5 times the system's working pressure. Test pressure shall not exceed maximum pressure for any vessel, pump, valve, or other component in system under test. Verify that stress due to pressure at bottom of vertical runs does not exceed 90 percent of specified minimum yield strength or 1.7 times the "SE" value in Appendix A in ASME B31.9, "Building Services Piping."
 5. After hydrostatic test pressure has been applied for at least 10 minutes, examine piping, joints, and connections for leakage. Eliminate leaks by tightening, repairing, or replacing components, and repeat hydrostatic test until there are no leaks.
 6. Prepare written report of testing.
- C. Perform the following before operating the system:
1. Open manual valves fully.
 2. Inspect pumps for proper rotation.
 3. Set makeup pressure-reducing valves for required system pressure.
 4. Inspect air vents at high points of system and determine if all are installed and operating freely (automatic type), or bleed air completely (manual type).
 5. Set temperature controls so all coils are calling for full flow.
 6. Inspect and set operating temperatures of hydronic equipment to specified values.
 7. Verify lubrication of motors and bearings.

END OF SECTION 23 21 13

SECTION 23 23 00 - REFRIGERANT PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 23 Section "Common Work Results"
 - 2. Division 23 Section "Water Cooled VRF"

1.2 SUMMARY

- A. Section Includes:
 - 1. Refrigerant pipes and fittings.
 - 2. Refrigerant piping valves and specialties.
 - 3. Refrigerants.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of valve, refrigerant piping, and piping specialty.
- B. Shop Drawings:
 - 1. Show layout of refrigerant piping and specialties, including pipe, tube, and fitting sizes; flow capacities; valve arrangements and locations; slopes of horizontal runs; oil traps; double risers; wall and floor penetrations; and equipment connection details.
 - 2. Show piping size and piping layout, including oil traps, double risers, specialties, and pipe and tube sizes to accommodate, as a minimum, equipment provided, elevation difference between compressor and evaporator, and length of piping to ensure proper operation and compliance with warranties of connected equipment.
 - 3. Show interface and spatial relationships between piping and equipment.

1.4 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For refrigerant valves and piping specialties to include in maintenance manuals.

1.5 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to 2010 ASME Boiler and Pressure Vessel Code: Section IX, "Welding and Brazing Qualifications."
- B. Comply with ASHRAE 15, "Safety Code for Refrigeration Systems."
- C. Comply with ASME B31.5, "Refrigeration Piping and Heat Transfer Components."

1.6 PRODUCT STORAGE AND HANDLING

- A. Store piping with end caps in place to ensure that piping interior and exterior are clean when installed.

PART 2 - PRODUCTS

2.1 COPPER TUBE AND FITTINGS

- A. Copper Tube: ASTM B 88, Type K or L, ASTM B 280, Type ACR.
- B. Wrought-Copper Fittings: ASME B16.22.
- C. Wrought-Copper Unions: ASME B16.22.
- D. Brazing Filler Metals: AWS A5.8/A5.8M.

2.2 VALVES AND SPECIALTIES

- A. Service Valves:
 - 1. Body: Forged brass with brass cap including key end to remove core.
 - 2. Core: Removable ball-type check valve with stainless-steel spring.
 - 3. Seat: Polytetrafluoroethylene.
 - 4. End Connections: Copper spring.
 - 5. Working Pressure Rating: 500 psig.
- B. Solenoid Valves: Comply with AHRI 760 and UL 429; listed and labeled by a National Recognized Testing Laboratory (NRTL).
 - 1. Body and Bonnet: Plated steel.
 - 2. Solenoid Tube, Plunger, Closing Spring, and Seat Orifice: Stainless steel.
 - 3. Seat: Polytetrafluoroethylene.
 - 4. End Connections: Threaded.
 - 5. Electrical: Molded, watertight coil in NEMA 250 enclosure of type required by location with 1/2-inch conduit adapter, and AC coil.
 - 6. Working Pressure Rating: 400 psig.
 - 7. Maximum Operating Temperature: 240 deg F.

- C. Thermostatic Expansion Valves: Comply with AHRI 750.
 - 1. Body, Bonnet, and Seal Cap: Forged brass or steel.
 - 2. Diaphragm, Piston, Closing Spring, and Seat Insert: Stainless steel.
 - 3. Packing and Gaskets: Non-asbestos.
 - 4. Capillary and Bulb: Copper tubing filled with refrigerant charge.
 - 5. Reverse-flow option (for heat-pump applications).
 - 6. End Connections: Socket, flare, or threaded union.

- D. Hot-Gas Bypass Valves: Comply with UL 429; listed and labeled by an NRTL.
 - 1. Body, Bonnet, and Seal Cap: Ductile iron or steel.
 - 2. Diaphragm, Piston, Closing Spring, and Seat Insert: Stainless steel.
 - 3. Packing and Gaskets: Non-asbestos.
 - 4. Solenoid Tube, Plunger, Closing Spring, and Seat Orifice: Stainless steel.
 - 5. Seat: Polytetrafluoroethylene.
 - 6. Equalizer.
 - 7. Electrical: Molded, watertight coil in NEMA 250 enclosure of type required by location with 1/2-inch conduit adapter.
 - 8. End Connections: Socket.
 - 9. Throttling Range: Maximum 5 psig.
 - 10. Working Pressure Rating: 500 psig.
 - 11. Maximum Operating Temperature: 240 deg F.

- E. Moisture/Liquid Indicators:
 - 1. Body: Forged brass.
 - 2. Window: Replaceable, clear, fused glass window with indicating element protected by filter screen.
 - 3. Indicator: Color coded to show moisture content in parts per million (ppm).
 - 4. Minimum Moisture Indicator Sensitivity: Indicate moisture above 60 ppm.
 - 5. End Connections: Socket or flare.
 - 6. Working Pressure Rating: 500 psig.
 - 7. Maximum Operating Temperature: 240 deg F.

- F. Replaceable-Core Filter Dryers: Comply with AHRI 730.
 - 1. Body and Cover: Painted-steel shell with ductile-iron cover, stainless-steel screws, and neoprene gaskets.
 - 2. Filter Media: 10 micron, pleated with integral end rings; stainless-steel support.
 - 3. Desiccant Media.
 - 4. Designed for reverse flow (for heat-pump applications).
 - 5. End Connections: Socket.
 - 6. Access Ports: NPS 1/4 connections at entering and leaving sides for pressure differential measurement.
 - 7. Working Pressure Rating: 500 psig.
 - 8. Maximum Operating Temperature: 240 deg F.

PART 3 - EXECUTION

3.1 VALVE AND SPECIALTY APPLICATIONS

- A. Install thermostatic expansion valves as close as possible to distributors on evaporators.
 - 1. Install valve so diaphragm case is warmer than bulb.
 - 2. Secure bulb to clean, straight, horizontal section of suction line using two bulb straps. Do not mount bulb in a trap or at bottom of the line.
 - 3. If external equalizer lines are required, make connection where it will reflect suction-line pressure at bulb location.
- B. Install moisture/liquid indicators in liquid line at the inlet of the thermostatic expansion valve or at the inlet of the evaporator coil capillary tube.

3.2 PIPING INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of piping systems; indicated locations and arrangements were used to size pipe and calculate friction loss, expansion, pump sizing, and other design considerations. Install piping as indicated unless deviations to layout are approved on Shop Drawings.
- B. Install refrigerant piping according to ASHRAE 15.
- C. Install piping in concealed locations unless otherwise indicated and except in equipment rooms and service areas.
- D. Install piping indicated to be exposed and piping in equipment rooms and service areas at right angles or parallel to building walls. Diagonal runs are prohibited unless specifically indicated otherwise.
- E. Install piping above accessible ceilings to allow sufficient space for ceiling panel removal.
- F. Install piping adjacent to machines to allow service and maintenance.
- G. Install piping free of sags and bends.
- H. Install fittings for changes in direction and branch connections.
- I. Select system components with pressure rating equal to or greater than system operating pressure.
- J. Install piping as short and direct as possible, with a minimum number of joints, elbows, and fittings.
- K. Arrange piping to allow inspection and service of refrigeration equipment. Install valves and specialties in accessible locations to allow for service and inspection.

- L. Slope refrigerant piping as follows:
 - 1. Install horizontal hot-gas discharge piping with a uniform slope downward away from compressor.
 - 2. Install horizontal suction lines with a uniform slope downward to compressor.
 - 3. Install traps and double risers to entrain oil in vertical runs.
 - 4. Liquid lines may be installed level.
- M. When brazing or soldering, remove solenoid-valve coils and sight glasses; also remove valve stems, seats, and packing, and accessible internal parts of refrigerant specialties. Do not apply heat near expansion-valve bulb.
- N. Install piping with adequate clearance between pipe and adjacent walls and hangers or between pipes for insulation installation.

3.3 PIPE JOINT CONSTRUCTION

- A. Ream ends of pipes and tubes and remove burrs. Bevel plain ends of steel pipe.
- B. Remove scale, slag, dirt, and debris from inside and outside of pipe and fittings before assembly.
- C. Fill pipe and fittings with an inert gas (nitrogen or carbon dioxide), during brazing or welding, to prevent scale formation.
- D. Brazed Joints: Construct joints according to AWS's "Brazing Handbook," Chapter "Pipe and Tube." Use Type BCuP (copper-phosphorus) alloy for joining copper socket fittings with copper pipe. Use Type BAg (cadmium-free silver) alloy for joining copper with bronze or steel.

3.4 HANGERS AND SUPPORTS

- A. Comply with requirements for pipe hangers and supports specified in Section 23 05 29 "Hangers and Supports for HVAC Piping and Equipment."
- B. Install the following pipe attachments: Adjustable steel clevis hangers. Copper-clad hangers and supports for hangers and supports in direct contact with copper pipe.
- C. Install hangers for copper tubing with the following maximum spacing and minimum rod diameters:
 - 1. NPS 1/2: Maximum span, 60 inches; minimum rod, 1/4 inch.
 - 2. NPS 5/8: Maximum span, 60 inches; minimum rod, 1/4 inch.
 - 3. NPS 1: Maximum span, 72 inches; minimum rod, 1/4 inch.
 - 4. NPS 1-1/4: Maximum span, 96 inches; minimum rod, 3/8 inch.
 - 5. NPS 1-1/2: Maximum span, 96 inches; minimum rod, 3/8 inch.
 - 6. NPS 2: Maximum span, 96 inches; minimum rod, 3/8 inch.

3.5 FIELD QUALITY CONTROL

- A. Perform the following tests and inspections:
 - 1. Comply with ASME B31.5, Chapter VI.
 - 2. Test refrigerant piping, specialties, and receivers. Isolate compressor, condenser, evaporator, and safety devices from test pressure if they are not rated above the test pressure.
 - 3. Test high- and low-pressure side piping of each system separately at not less than the pressures indicated in "Performance Requirements" Article.
 - a. Fill system with nitrogen to the required test pressure.
 - b. System shall maintain test pressure at the manifold gage throughout duration of test.
 - c. Test joints and fittings with electronic leak detector or by brushing a small amount of soap and glycerin solution over joints.
 - d. Remake leaking joints using new materials, and retest until satisfactory results are achieved.
- B. Prepare test and inspection reports.

3.6 SYSTEM CHARGING

- A. Charge system using the following procedures:
 - 1. Install core in filter dryers after leak test but before evacuation.
 - 2. Evacuate entire refrigerant system with a vacuum pump to 500 micrometers. If vacuum holds for 12 hours, system is ready for charging.
 - 3. Break vacuum with refrigerant gas, allowing pressure to build up to 2 psig.
 - 4. Charge system with a new filter-dryer core in charging line.

3.7 ADJUSTING

- A. Adjust thermostatic expansion valve to obtain proper evaporator superheat.
- B. Adjust high- and low-pressure switch settings to avoid short cycling in response to fluctuating suction pressure.
- C. Adjust set-point temperature of controllers to the system design temperature.

END OF SECTION 23 23 00

SECTION 23 31 13 - DUCTWORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 8 for Access Doors
 - 2. Division 23 Section "Common Work Results for Mechanical"
 - 3. Division 23 Section "Mechanical Insulation"
 - 4. Division 23 Section "Air Terminals"
 - 5. Division 23 Section "Diffusers, Registers, and Grilles."
 - 6. Division 23 Control Section
 - 7. Division 23 Section "Testing, Adjusting, and Balancing".

1.2 SUMMARY

- A. This Section includes ducts and accessories.

1.3 SYSTEM DESCRIPTION

- A. Drawings show the general layout of ductwork and accessories but do not show all required fittings and offsets that may be necessary to connect ducts to equipment, diffusers, grilles, etc., and to coordinate with other trades. Fabricate ductwork based on field measurements. Provide all necessary fittings and offsets. Coordinate with other trades for space available and relative location of HVAC equipment and accessories on ceiling grid. Duct sizes on the drawings are inside dimensions, which may be altered by Contractor to other dimensions with the same air handling characteristics where necessary to avoid interferences and clearance difficulties.
- B. The contractor must comply with the enclosed specification in its entirety. If on inspections, the engineer finds changes have been made without prior written approval, the contractor will make the applicable changes to comply with this specification, at the contractor's expense.
- C. At the discretion of the engineer, sheet metal gauges, and reinforcing may be randomly checked to verify all duct construction is in compliance.

1.4 PERFORMANCE REQUIREMENTS

- A. Delegated Duct Design: Duct construction, including sheet metal thicknesses, seam and joint construction, reinforcements, and hangers and supports, shall comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" and performance requirements and design criteria indicated in "Duct Schedule" Article.
- B. Structural Performance: Duct hangers and supports and seismic restraints shall withstand the effects of gravity and seismic loads and stresses within limits and under conditions described in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible", ASCE/SEI 7, and SMACNA's "Seismic Restraint Manual: Guidelines for Mechanical Systems."
- C. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1. Exception: Sheet metal surfaces and fasteners.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of the following products:
 - 1. Liners and adhesives.
 - 2. Sealants and gaskets.
 - 3. Seismic-restraint devices.
- B. Shop Drawings:
 - 1. Fabrication, assembly, and installation, including plans, elevations, sections, components, and attachments to other work.
 - 2. Factory- and shop-fabricated ducts and fittings.
 - 3. Fittings.
 - 4. Reinforcement and spacing.
 - 5. Seam and joint construction.
 - 6. Penetrations through fire-rated and other partitions.
 - 7. Equipment installation based on equipment being used on Project.
 - 8. Hangers and supports, including methods for duct and building attachment, seismic restraints, and vibration isolation.
- C. Delegated-Design Submittal:
 - 1. Sheet metal thicknesses.
 - 2. Joint and seam construction and sealing.
 - 3. Reinforcement details and spacing.
 - 4. Materials, fabrication, assembly, and spacing of hangers and supports.
- D. Ductwork Specialties Product Data; provide for the following:
 - 1. Sealant
 - 2. Duct Liner
 - 3. Duct-mounted access doors and panels.
 - 4. Flexible ducts.
 - 5. Backdraft dampers.

6. Manual-volume dampers: Damper manufacturer's printed application and performance data including pressure, velocity and temperature limitations shall be submitted for approval.
7. Life Safety dampers: Provide complete submittal information (including installation instructions) and the manufacturer's certification of compliance with these specifications for approval prior to bidding. Contractor shall include damper manufacturer's Installation Instructions as part of the submittal. These instructions shall describe the applicable requirements for damper sleeve thickness, retaining angles, and methods of attachment, duct-to-sleeve connections, preparation of wall or floor openings, and all other requirements to provide an installation equivalent to that tested by the damper manufacturer during the UL Standard 555 qualification procedures. Contractor shall detail any proposed installations that deviate from these manufacturer's instructions and explain the needed deviations.

1.6 INFORMATIONAL SUBMITTALS

- A. Field Test Reports: Indicate and interpret test results for compliance with performance requirements.
- B. Record Drawings: Indicate actual routing, fitting details, reinforcement, support, and installed accessories and devices.

1.7 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For air duct accessories to include in operation and maintenance manuals.

1.8 APPLICABLE PUBLICATIONS

- A. The publications listed below form a part of this specification to the extent referenced. The publications are referenced in the text by the basic designation only.
- B. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-up."
- C. National Fire Protection Association (NFPA)
 1. 90A: Standard for the Installation of Air Conditioning and Ventilating Systems
 2. 96-2008: Ventilation Control and Fire Protection of Commercial Cooking Operations
- D. Sheet Metal and Air Conditioning Contractors National Association (SMACNA):
 1. 3rd Edition: 2005 HVAC Duct Construction Standards, Metal and Flexible
 2. 1st Edition: 2012 ANSI/SMACNA 016-2012 HVAC Air Duct Leakage Test Manual

1.9 DELIVERY, STORAGE, AND HANDLING

- A. Deliver sealant and fire stopping materials to site in original unopened containers or bundles with labels indicating manufacturer, product name and designation, color, expiration period for use, pot life, curing time, and mixing instructions for multi-component materials.
- B. Deliver, store and handle materials according to manufacturer's written recommendations.
- C. All ductwork, equipment, and fittings delivered and stored on the job site must be capped to prevent the entry of moisture, construction dust or other debris.

PART 2 - PRODUCTS

2.1 SHEET METAL MATERIALS

- A. General Material Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for acceptable materials, material thicknesses, and duct construction methods unless otherwise indicated. Sheet metal materials shall be free of pitting, seam marks, roller marks, stains, discolorations, and other imperfections.
- B. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M. Galvanized Coating Designation: G60 or G90 as indicated. Finishes for Surfaces Exposed to View: Mill phosphatized.
- C. Carbon-Steel Sheets: Comply with ASTM A 1008/A-1008M, with oiled, matte finish for exposed ducts.
- D. Stainless-Steel Sheets: Comply with ASTM A-480/A-480M, Type 304 or 316, as indicated in the "Duct Schedule" Article; cold rolled, annealed, sheet. Exposed surface finish shall be as indicated in the "Duct Schedule" Article.
- E. Aluminum Sheets: Comply with ASTM B 209 Alloy 3003, H14 temper; with mill finish for concealed ducts, and standard, one-side bright finish for duct surfaces exposed to view.
- F. Reinforcement Shapes and Plates: ASTM A-36/A-36M, steel plates, shapes, and bars; black and galvanized.
- G. Tie Rods: Galvanized steel, 1/4-inch minimum diameter for lengths 36 inches or less; 3/8-inch minimum diameter for lengths longer than 36 inches.

2.2 SINGLE-WALL RECTANGULAR DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" based on indicated static-pressure class unless otherwise indicated.
- B. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-1, "Rectangular Duct/Transverse

Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

- C. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 2-2, "Rectangular Duct/Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
- D. Cross Breaking or Cross Beading: Cross break or cross bead duct sides 19 inches and larger and 0.0359 inch thick or less, with more than 10 sq. ft. of un-braced panel area, unless ducts are lined. All large ducts must be braced as required to prevent drumming.
- E. Elbows, Transitions, Offsets, Branch Connections, and Other Duct Construction: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 4, "Fittings and Other Construction," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."
 - 1. Fig. 2-3 Rectangular Elbows: Type RE2 square throat with vanes, Type RE1 radius (1.5W minimum), or Type RE5 dual radius. Square throat is not allowed.
 - 2. Vane support in elbows: Fig 2-4. Turning vanes shall be Harper double wall turning vanes fabricated from the same material as the duct. Mounting rails shall have friction insert tabs that align the vanes automatically. Tab spacing shall be as specified in Figure 2-3 of the 1995 SMACNA Manual, "HVAC Duct Construction Standards, Metal & Flexible" Second Edition standard. Rail systems with non-standard tab spacing shall not be accepted. Due to tensile loading, vanes shall be capable of supporting 250 pounds when secured according to the manufacturer's instructions.
 - 3. Fig. 2-5 Rectangular Divided Flow Branches: Type 1, Type 2, Type 4A, or 4B.
 - 4. Fig. 2-6 Branch Connections: 45-degree entry, 45-degree lead-in, bell-mouth or spin-in (single diffuser supply only).
 - 5. Fig. 2-7 Offsets and Transitions. Use gradual offsets as shown, 90-degree offsets shall be avoided.
 - 6. Fig 2-9 Duct Coils: Duct coils with transitions and upstream access door as shown.

2.3 ROUND DUCT FABRICATION

- A. Fabricate supply ducts of galvanized steel according to SMACNA's "HVAC Duct Construction Standards--Metal and Flexible" latest edition.
- B. Longitudinal Seams: Select seam types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-2, "Round Duct Longitudinal Seams," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

1. Exposed Round Ducts: Shall be Spiral Seam (RL-1 seam) at 2-inch wg construction.
2. Concealed Round Ducts: Shall be longitudinal Grooved Seam Flat lock (RL-5 seam) at 2-inch wg construction.
3. Snap lock seams shall not be used for this project.

- C. Transverse Joints: Select joint types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-1, "Round Duct Transverse Joints," for static-pressure class, applicable sealing requirements, materials involved, duct-support intervals, and other provisions in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

2.4 HANGERS AND SUPPORTS

- A. Hanger Rods: Cadmium-plated steel rods and nuts.
- B. Hanger Rods for Outdoor Environments: Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.
- C. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct."
- D. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A-603. Steel Cable End Connections: Cadmium-plated steel assemblies with brackets, swivel, and bolts designed for duct hanger service; with an automatic-locking and clamping device.
- E. Duct Attachments: Sheet metal screws, blind rivets, or self-tapping metal screws; compatible with duct materials.
- F. Trapeze and Riser Supports:
1. Supports for Galvanized-Steel Ducts: Galvanized-steel shapes and plates.
 2. Supports for Stainless-Steel Ducts: Stainless-steel shapes and plates.
 3. Supports for Aluminum Ducts: Aluminum or galvanized steel coated with zinc chromate.
- G. Supports for Roof Mounted Items:
1. Equipment rails shall be galvanized steel, minimum 18-gauge, with integral baseplate, continuous welded corner seams, factory installed 2x4 treated wood nailer, 18-gauge galvanized steel counter flashing cap with screws, built-in cant strip; minimum height 11 inches. Provide raised cant strip to start at the upper surface of the insulation.
 2. Pipe/duct pedestals: Provide a galvanized unistrut channel welded to U-shaped mounting brackets which are secured to side of rail with galvanized lag bolts.

2.5 SEALANT MATERIALS

- A. Joint Sealant/Mastic: Shall be flexible, water-based, adhesive sealant designed for use in all pressure duct systems. After curing, it shall be resistant to ultraviolet light and shall prevent the

entry of water, air and moisture into the duct system. Sealer shall be UL 723 listed; UL 181A-M or 181B-M listed; and meet NFPA 90A requirements. Pressure sensitive tape shall not be used as a sealing mechanism.

1. Maximum 5 flame spread and 0 smoke-developed (ASTM E-84 Tunnel Test).
 2. Generally provide liquid sealant for low clearance slip joints and heavy, permanently elastic, mastic type where clearances are larger.
 3. Resistance to mold, mildew and water: Excellent
 4. Color: Gray
 5. Duct sealant/mastic shall meet requirement for "LEED IEQ Credit 4.1: Low Emitting Materials: Adhesive and Sealant". ITW TACC Miracle Kingco water-based sealants, or approved equal.
- B. Flange Gaskets: Butyl rubber, neoprene, or EPDM polymer with polyisobutylene plasticizer.
- C. Round Duct Joint O-Ring Seals: Seal shall provide maximum leakage class of 3 cfm/100 sq. ft. at 1-inch wg and shall be rated for 10-inch wg static-pressure class, positive or negative. Double-lipped, EPDM O-ring seal, mechanically fastened to factory-fabricated couplings and fitting spigots.

2.6 FITTINGS

- A. Tees, Laterals, and Conical Tees: Use 45 degree; fabricate to comply with SMACNA's "HVAC Duct Construction Standards--Metal and Flexible," with metal thicknesses specified for longitudinal seam straight duct.
- B. Diverging-Flow Fittings: Fabricate with a reduced entrance to branch taps with no excess material projecting from body onto branch tap entrance.
- C. Elbows: Diameters 3 through 8 inches shall be two-section die stamped; all others shall be gored construction, maximum 18 degree angle, with all seams continuously welded or standing seam. Coat galvanized areas of fittings damaged by welding with corrosion resistant aluminum paint or galvanized repair compound.
- D. Low-point drains: Ductmate moisture drain with funnel collection design; ¾" connection with drain fitting and cap.

2.7 BACKDRAFT DAMPERS

- A. Gravity: Ruskin BD2/A2.
1. Frame: 0.090-inch- thick extruded aluminum, with mounting flange.
 2. Blades: 0.025-inch- thick, roll-formed aluminum, with extruded-vinyl seals, Zytel bearings.
 3. Tie Bars and Brackets: Aluminum.
 4. Return Spring: Adjustable tension.
- B. Counter Balanced: Ruskin CBD4; weather resistant for relief air applications; Adjustable counterbalance weights which enable the damper to operate in the range of .01" to .05" w.g.

1. Frame: 0.081"-inch- thick 6063-T5 extruded aluminum, with mounting flange.
2. Blades: 0.070-inch- thick, roll-formed 6063-T5 aluminum, with extruded-vinyl seals, Zytel bearings.
3. Tie Bars and Brackets: Aluminum.

2.8 MANUAL-VOLUME DAMPERS

- A. Manual balancing dampers meeting the following specifications shall be furnished and installed on all branch ducts and where shown on plans. Testing and ratings to be in accordance with AMCA Standard 500-D.
- B. Single-Blade Rectangular Dampers shall consist of: an 18 ga. galvanized steel frame with 3-1/2 in. depth; blades fabricated from 20 ga. galvanized steel; integral 1/2 in. diameter axles. Damper suitable for pressures to 1.0 in. wg, velocities to 2000 fpm and temperatures to 180°F. Basis of design is Greenheck model MBD-10.
- C. Multi-Blade Rectangular Dampers shall consist of: a 16 ga. galvanized steel hat channel frame with 5 in. depth; triple V type blades fabricated from 16 ga. galvanized steel; 1/2 in. dia. plated steel axles; external (out of the airstream) blade-to-blade linkage. Damper suitable for pressures to 4.0 in. w.g. (996 Pa), velocities to 2000 fpm and temperatures to 180°F. Basis of design is Greenheck model MBD15.
- D. Round dampers shall consist of: a 20 ga. galvanized steel frame with 6 in. depth; blades fabricated from 20 ga. galvanized steel; 3/8 in. square plated steel axles turning in acetal bearings. Damper suitable for pressures to 1.0 in. wg, velocities to 2000 fpm and temperatures to 180°F. Basis of design is Greenheck model MBDR50.

2.9 FIRE DAMPERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 1. Air Balance Inc.
 2. Cesco Products
 3. Greenheck Fan Corporation.
 4. METALAIRE, Inc.
 5. Nailor Industries Inc.
 6. Prefco
 7. Ruskin Company.
- B. Type: Dynamic; rated and labeled according to UL 555S by an NRTL.
- C. Dynamic dampers: Closing rating in ducts up to 4-inch wg static pressure class and minimum 4000-fpm velocity.
- D. Fire Rating: 1-1/2 hours.

- E. Frame: Curtain type with blades outside airstream except when located behind grille where blades may be inside airstream; fabricated with roll-formed, 0.034-inch- thick galvanized steel; with mitered and interlocking corners.
- F. Mounting Sleeve: Factory-provided.
- G. Mounting Orientation: Vertical or horizontal as indicated.
- H. Blades: Roll-formed, interlocking, 0.034-inch- thick, galvanized sheet steel. In place of interlocking blades, use full-length, 0.034-inch- thick, galvanized-steel blade connectors.
- I. Horizontal Dampers: Include blade lock and stainless-steel closure spring.
- J. Heat-Responsive Device: Replaceable, 165°F rated, fusible links.

2.10 DUCT-MOUNTED ACCESS DOORS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Ductmate Industries, Inc.
 - 2. Greenheck Fan Corporation.
 - 3. McGill Air Flow LLC.
 - 4. Nailor Industries Inc.
 - 5. Durodyne
 - 6. Cesco
 - 7. Buckley
- B. Duct-Mounted Access Doors: Fabricate access panels according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 2-10, "Duct Access Doors and Panels," and 2-11, "Access Panels - Round Duct."
 - 1. Door: Double wall, rated for up to 4.5" static pressure. Door panel filled with 1" fiberglass insulation; ¾ lb. density. Hinges and Latches: 1-by-1-inch continuous piano hinge and cam latches. Fabricate doors airtight and suitable for duct pressure class.
 - 2. Frame: Galvanized sheet steel, with bend-over tabs.
 - 3. Provide 1/8" thick neoprene gaskets.
 - 4. Locks: Access doors less than 16 Inches Square: Two cam locks. Doors over 16" shall have four locks.

2.11 FLEXIBLE CONNECTORS

- A. Provide for all air moving equipment. General: Flame-retarded or noncombustible fabrics, coatings, and adhesives complying with UL 181, Class 0 or 1. Factory fabricated with a strip of fabric 3-1/2 inches wide attached to two strips of 2-3/4-inch- wide, 0.028-inch- thick, galvanized, sheet steel or 0.032-inch aluminum sheets. Select metal compatible with connected ducts. Duro-Dyne, Hardcast, or approved equal.

- B. Indoor Flexible Connector Fabric: Glass fabric double coated with polychloroprene or neoprene. Minimum Weight: 26 oz. /sq. yd. Tensile Strength: 480 lbf/inch in the warp, and 360 lbf/inch in the filling.

2.12 FLEXIBLE DUCTS

- A. General: Comply with UL 181, Class 0 Or 1. Flame Spread: Less than 25; Smoke Developed: Less than 50.
- B. All products shall be certified by Greenguard Environmental Institute; independent testing of products for emissions of respirable particles and Volatile Organic Compounds (VOC's), including formaldehyde and other specific product-related pollutants. Greenguard provides independent, third-party certification of IAQ performance. Certification is based upon criteria used by EPA, OSHA and WHO.
- C. Rated Positive Pressure: 10" w.g. per UL-181. Maximum negative pressure: ¾".
- D. Flexible Ducts, Insulated: Factory-fabricated, insulated, round duct, with an outer jacket enclosing glass-fiber insulation around a continuous inner liner.
 - 1. R6 insulation, Basis of Design: Atco #86
 - 2. Reinforcement: Steel-wire helix encapsulated in inner liner.
 - 3. Jacket (inner and outer): Polyethylene film.
- E. Flexible Duct Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action, in sizes 3 to 18 inches to suit duct size.
- F. Hangers shall be band type, 1" wide minimum.

PART 3 - EXECUTION

3.1 DUCT INSTALLATION, GENERAL

- A. Drawings show the general layout of ductwork and accessories but do not show all required fittings and offsets that may be necessary to connect ducts to equipment, diffusers, grilles, etc., and to coordinate with other trades. Fabricate ductwork based on field measurements. Provide all necessary fittings and offsets at no additional cost. Coordinate with other trades for space available and relative location of HVAC equipment and accessories on ceiling grid. Duct sizes on the drawings are inside dimensions which shall be altered by Contractor to other dimensions with the same air handling characteristics where necessary to avoid interferences and clearance difficulties.
- B. Provide volume dampers at all branch ducts to RGD's. If volume dampers are inadvertently not shown, contractor shall provide, the intent is to provide volume dampers at all branches.
- C. Provide ducts and accessories according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" unless otherwise indicated.

- D. Construct and install each duct system for the specific duct pressure classification indicated.
- E. Properly seam, brace, stiffen, support and render ducts mechanically airtight. Adjust ducts to suit job conditions. Dimensions may be changed as approved, if cross sectional area is maintained.
- F. Provide ducts in lengths not less than 12 feet, unless interrupted by fittings. Provide ducts with fewest possible joints.
- G. Provide fabricated fittings for changes in directions, changes in size and shape, and connections.
- H. Provide couplings tight to duct wall surface with a minimum of projections into duct.
- I. Provide ductwork to allow maximum headroom. Provide ducts, unless otherwise indicated, vertically and horizontally, parallel and perpendicular to building lines; avoid diagonal runs. Provide ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- J. Provide ducts with a clearance of 1 inch, plus allowance for insulation thickness.
- K. Conceal ducts from view in finished spaces. Do not encase horizontal runs in solid partitions, unless specifically indicated.
- L. Coordinate layout with suspended ceiling, lighting layouts, and similar finished work.
- M. Electrical Equipment Spaces: Route ductwork to avoid passing through transformer vaults and electrical equipment spaces and enclosures.

3.2 INSTALLATION OF EXPOSED DUCTWORK

- A. Protect ducts exposed in finished spaces from being dented, scratched, or damaged.
- B. Hangers Exposed to View: Threaded rod and angle or channel supports.
- C. Trim duct sealants flush with metal. Create a smooth and uniform exposed bead. Do not use two-part tape sealing system. Seal duct joints to prevent dirt marks.
- D. Grind welds to provide smooth surface free of burrs, sharp edges, and weld splatter. When welding stainless steel with a No. 3 or 4 finish, grind the welds flush, polish the exposed welds, and treat the welds to remove discoloration caused by welding.
- E. Maintain consistency, symmetry, and uniformity in the arrangement and fabrication of fittings, hangers and supports, duct accessories, and air outlets.
- F. Repair or replace damaged sections and finished work that does not comply with these requirements.

3.3 MATERIALS

- A. Hangers, accessories, and dampers shall be same material as parent duct.
- B. Refer to Specification Section 23 07 00 for sheet metal covering of rigid insulation for protection from maintenance personnel crossing insulated ductwork in mechanical spaces.
- C. All ducts shall be G60 galvanized steel except as follows:
 - 1. Louver sleeves and plenums: G90 galvanized steel.
 - 2. Exposed Ductwork: Galvaneal (ready for paint)
 - 3. Plenums at outside louvers: G90 galvanized steel, water-tight, pitched to drain. Provide low-point drain fittings at low points.

3.4 DUCT CLASSIFICATIONS AND SEALING

- A. Static-Pressure Classifications: Unless otherwise indicated, construct ducts to the following:
 - 1. Supply Ducts: 2-inch wg.
 - 2. Return Ducts: 2-inch wg, negative pressure.
 - 3. Exhaust Ducts: 2-inch wg, negative pressure.
- B. Seam And Joint Sealing
 - 1. General: Seal duct seams and joints according to the duct pressure class indicated and as described in SMACNA's "HVAC Duct Construction Standards--Metal and Flexible."
 - 2. Seal to SMACNA Class A; all joints, longitudinal and transverse seams, and connections in ductwork shall be securely fastened and sealed with welds, gaskets, or duct sealant. Exceptions:
 - a. Continuously welded and locking-type longitudinal joints and seams on ducts operating at less than 2 in. wg pressure classification.
 - b. Exposed exhaust or return ducts operating at less than 2 in. wg pressure classification.
 - c. Exposed supply ducts in the space that the duct serves.
 - 3. Seal externally insulated ducts before insulation installation.

3.5 DUCT PENETRATIONS

- A. Fire or Smoke Rated Penetrations not requiring a fire and/or smoke damper: Where ducts pass through walls, floors, or partitions that are required to have a fire resistance rating and fire dampers are not required, the opening in the construction around the duct shall be as follows:
 - 1. Not exceeding a 1" average clearance on all sides.
 - 2. Filled solid with firestopping material as specified in Section 23 05 00.
- B. Fire or Smoke Rated Penetrations: Provide fire and/or smoke damper as specified under Duct Accessories paragraph.

- C. Non-Fire-Rated Exposed Penetrations: Where ducts pass through interior partitions and exterior walls, and are exposed to view, conceal space between construction opening and duct or duct insulation with sheet metal flanges of same metal thickness as duct. Overlap opening on four sides by at least 1-1/2 inches.
- D. Non-Fire-Rated Concealed Penetrations: Provide insulation infill and acoustical sealant around gaps. Tightly seal to prevent sound transmission. Neatly finish.
- E. Mechanical room floor penetrations: Provide 4-inch high concrete curbs or other sealing method to prevent leakage from mechanical room into floor penetration.
- F. Roof penetrations by ducts shall use counter-flashed curbs.
- G. Flexible air ducts or connectors shall not pass through any wall, floor, or ceiling.

3.6 HANGER AND SUPPORT INSTALLATION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 5, "Hangers and Supports."
- B. Building Attachments: Concrete inserts, powder-actuated fasteners, or structural-steel fasteners appropriate for construction materials to which hangers are being attached.
 - 1. Where practical, install concrete inserts before placing concrete.
 - 2. Provide powder-actuated concrete fasteners after concrete is placed and completely cured.
 - 3. Use powder-actuated concrete fasteners for standard-weight aggregate concretes or for slabs more than 4 inches thick.
 - 4. Do not use powder-actuated concrete fasteners for lightweight-aggregate concretes or for slabs less than 4 inches thick.
 - 5. Do not use powder-actuated concrete fasteners for seismic restraints.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1, "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct," for maximum hanger spacing; install hangers and supports within 24 inches of each elbow and within 48 inches of each branch intersection.
- D. Support vertical ducts with steel angles or channel secured to the sides of the duct with welds, bolts, sheet metal screws, or blind rivets; support at each floor and at a maximum intervals of 16 feet.
- E. Provide upper attachments to structures. Select and size upper attachments with pull-out, tension,

3.7 FLEXIBLE DUCT

- A. Provide in accordance with manufacturer's and Air Diffusion Council recommendations.
- B. Flexible ducts shall be supported at manufacturer's recommended intervals, but at no greater distance than 5 feet. Maximum permissible sag is 1/2" per foot of spacing between supports.
- C. Provide duct fully extended; do not install in the compressed state or use excess lengths.
- D. Avoid bending ducts across sharp corners or incidental contact with metal fixtures, pipes, conduits, or hot equipment. Radius at centerline shall not be less than one duct diameter.
- E. Hanger or saddle material in contact with the duct shall be at least 1-1/2" wide.
- F. Provide at least 2 duct diameters of straight duct at the entrance to register, grilles, and diffusers.

3.8 DUCT ACCESSORIES INSTALLATION

- A. Provide duct accessories according to applicable details shown in SMACNA's "HVAC Duct Construction Standards--Metal and Flexible".
- B. Provide duct transitions, offsets and connections to dampers, coils, and other equipment in accordance with SMACNA Standards
- C. Each register, grille, or diffuser shall have a means of air flow adjustment. Provide volume damper in branch duct if not furnished with the RGD.
- D. Adjust operable devices for proper action.
- E. Perform the following as directed by the controls contractor:
 - 1. Installation of control devices
 - 2. Access doors where indicated and as required.
- F. Provide duct access panels for access components that require servicing.
 - 1. Provide duct access panels to allow access to interior of ducts for cleaning, inspecting, adjusting, and maintaining per equipment manufacturers' requirements.
 - 2. Provide access panels on side of duct where adequate clearance is available.
 - 3. Locate panel upstream and/or downstream as recommended by manufacturer.
 - 4. Locations:
 - a. On both sides of duct coils.
 - b. Upstream from duct filters.
 - c. At outdoor-air intakes.
 - d. At drain pans and seals.
 - e. Adjacent to and close enough to life safety dampers, to reset or reinstall fusible links. Access doors for access to dampers having fusible links shall be pressure relief access doors and shall be outward operation for access doors installed

upstream from dampers and inward operation for access doors installed downstream from dampers.

- f. Control devices requiring inspection.
 - g. Elsewhere as indicated or required by duct accessory manufacturer
5. Inspect locations of access doors and verify that purpose of access door can be performed.

G. Control Damper Installation

1. Damper submittals shall be coordinated for type, quantity, and size to ensure compatibility with sheet metal design.
2. Duct openings shall be free of any obstruction or irregularities that might interfere with blade or linkage rotation or actuator mounting. Duct openings shall measure $\frac{1}{4}$ in. larger than damper dimensions and shall be square, straight, and level.
3. Individual damper sections, as well as entire multiple section assemblies, must be completely square and free from racking, twisting, or bending. Measure diagonally from upper corners to opposite lower corners of each damper section. Both dimensions must be within $\frac{1}{8}$ in. of each other.
4. Follow the manufacturer's instructions for field installation of control dampers. Unless specifically designed for vertical blade application, dampers must be mounted with blade axis horizontal.
5. Damper blades, axles, and linkage must operate without binding. Before system operation, cycle damper after installation to ensure proper operation. On multiple section assemblies, all sections must open and close simultaneously.
6. Provide a visible and accessible indication of damper position on the drive shaft end.
7. Support ductwork in area of damper when required to prevent sagging due to damper weight.
8. After installation of low-leakage dampers with seals, caulk between frame and duct opening to prevent leakage around perimeter of damper.

H. Fire Damper Installation

1. Examine areas to receive dampers. Notify the Engineer of conditions that would adversely affect installation or subsequent utilization of dampers. Do not proceed with installation until unsatisfactory conditions are corrected
2. Provide dampers in accordance with manufacturer's UL Installation Instructions, labeling, and NFPA 90A at locations indicated on the drawings. Any damper installation that is not in accordance with the manufacturer's UL Installation Instructions must be approved prior to installation.
3. Dampers must be accessible to allow inspection, adjustment, and replacement of components. The sheet metal contractor shall furnish any access doors in ductwork or plenums required to provide this access. The general contractor shall furnish any access doors required in walls, ceilings, or other general building construction.
4. Provide dampers square and free from racking.
5. The installing contractor shall provide and install bracing for multiple section assemblies to support assembly weight and to hold against system pressure.
6. Do not compress or stretch the damper frame into the duct or opening.
7. Attach multiple damper section assemblies together in accordance with manufacturer's instructions. Provide support mullions as reinforcement between assemblies as required.

8. Handle dampers using the frame or sleeve. Do not lift or move dampers using blades, actuator or jackshaft.
9. Provide access door, properly located for serving.
10. Tests and Inspections: Operate dampers to verify full range of movement and verify that proper heat-response device is installed.

3.9 FIELD QUALITY CONTROL

- A. Protect duct interiors from moisture, construction debris and dust, and other foreign materials. Comply with SMACNA's "IAQ Guidelines for Occupied Buildings Under Construction," Appendix G, "Duct Cleanliness for New Construction Guidelines."
- B. HVAC systems shall not be operated during construction.
- C. Systems shall not be operated without filters in place.
- D. Upon completion of installation duct systems and before HVAC system start-up, visually inspect the ductwork proper installation
- E. Cover supply openings with filter media prior to system start-up to catch any loose material that may remain inside the ductwork. Turn the HVAC system on and allow it to run until steady state operation is reached. Remove the temporary filter media from supply openings and, along with it, any loose material blown downstream and caught by the filter media.
- F. All ductwork shall be provided with temporary enclosures to keep the HVAC system free of dust and construction debris. The HVAC system includes any interior surface of the facility's air distribution system for conditioned spaces and/or occupied zones. This includes the entire duct from the points where the air enters the system to the points where the air is discharged from the system.
- G. Check all filters in accordance with their manufacturer's instructions. Use specified grade of filters at all times that system is operating.

END OF SECTION 23 31 13

SECTION 23 37 13 - DIFFUSERS, REGISTERS, AND GRILLES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Related Sections include the following:
 - 1. Division 23 Section "Common Work Results for HVAC"
 - 2. Division 23 Section "Ductwork"
 - 3. Division 23 Section "Testing, Adjusting, and Balancing" for balancing diffusers, registers, and grilles.

1.2 SUMMARY

- A. This Section includes ceiling- and wall-mounted diffusers, registers, and grilles.

1.3 DEFINITIONS

- A. Diffuser: Circular, square, or rectangular air distribution outlet, generally located in the ceiling and comprised of deflecting members discharging supply air in various directions and planes and arranged to promote mixing of primary air with secondary room air.
- B. Grille: A louvered or perforated covering for an opening in an air passage, which can be located in a sidewall, ceiling, or floor.
- C. Register: A combination grille and damper.

1.4 SUBMITTALS

- A. Each manufacturer shall check noise level ratings for registers and diffusers to insure that the sizes selected will not produce noise to exceed 30 db, "A" scale, measured at occupant level; notify Owner's representative of problems prior to shop drawing submittal.
- B. Pressure drop, airflow and noise criteria selection is based on design equipment. Manufacturers not submitting design makes must provide written certification in front of submittal that equipment submitted has been checked against and performs equal to the design make.

- C. Product Data: For each model indicated, include the following:
 - 1. Data Sheet: For each type of air outlet and inlet, and accessory furnished; indicate construction, finish, and mounting details.
 - 2. Performance Data: Include throw and drop, static-pressure drop, and noise ratings for each type of air outlet and inlet.
 - 3. Schedule of diffusers, registers, and grilles indicating drawing designation, room location, quantity, model number, size, and accessories furnished.
 - 4. Assembly Drawing: For each type of air outlet and inlet; indicate materials and methods of assembly of components.
- D. Coordinate locations with reflected ceiling plans and wall elevations as applicable.
- E. Coordinate mounting frame with associated mounting surface.

1.5 QUALITY ASSURANCE

- A. Product Options: Drawings and schedules indicate specific requirements of diffusers, registers, and grilles and are based on the specific requirements of the systems indicated. Other manufacturers' products with equal performance characteristics may be considered. Refer to Division 1 Section "Substitutions."
- B. NFPA Compliance: Install diffusers, registers, and grilles according to NFPA 90A, "Standard for the Installation of Air-Conditioning and Ventilating Systems."
- C. Sound pressure levels shall be determined by using AHRI Standard 885-2008 "Procedure for Estimating Occupied Space Sound Levels in the Application of Air Terminals and Outlets".

PART 2 - PRODUCTS

2.1 GENERAL

- A. Diffusers, registers, and grilles are scheduled on Drawings.
- B. Mounting type shall match the mounting surface. Coordinate with mounting conditions.
- C. Material shall match the specified ductwork. Coordinate with Section 23 31 13 "Ductwork".
- D. Testing: Test performance according to ASHRAE 70, "Method of Testing for Rating the Performance of Air Outlets and Inlets."
- E. Provide with a White Powder Coat finish, unless noted otherwise.
- F. Grille blade orientation: Vertical rectangle (wall grille with height longer than width): The blades shall run parallel to the short dimension of the grille. Horizontal rectangle: The blades shall run parallel to the long dimension of the grille.

G. Manufacturers

1. Price
2. Titus
3. Metal-Aire
4. Anemostat
5. Nailor

2.2 RETURN OR EXHAUST

A. Return/Exhaust Grille, 45-degree deflection

1. Material: steel (Price 530 Series) or aluminum (Price 630 Series)
2. Provide damper as scheduled.
3. Grilles of the sizes indicated on the plans. Grilles shall be 45 degree deflection fixed louver type with blades spaced 3/4" on center.

2.3 SUPPLY

A. Double-deflection Supply Register

1. Material: steel (Price 520D Series) or aluminum (Price 620D Series)
2. Grilles of the sizes indicated on the plans.
3. Registers shall be double deflection type with two sets of fully adjustable deflection blades spaced 3/4" on center.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas where diffusers, registers, and grilles are to be installed for compliance with requirements for installation tolerances and other conditions affecting performance of equipment. Do not proceed with installation until unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Install diffusers, registers, and grilles level and plumb, according to manufacturer's written instructions, Coordination Drawings, original design, and referenced standards.
- B. Drawings indicate general arrangement of ducts, fittings, and accessories. Air outlet and inlet locations have been indicated to achieve design requirements for air volume, noise criteria, airflow pattern, throw, and pressure drop. Make final locations where indicated, as much as practicable. For units installed in lay-in ceiling panels, locate units in the center of the panel. Where architectural features or other items conflict with installation, notify Architect for a determination of final location.

- C. Provide diffusers, registers, and grilles with airtight connection to ducts.
- D. Provide 2 feet minimum of straight ductwork at the entrance to diffusers.
- E. Plenum boxes on grilles/registers shall be 8" minimum height.

3.3 ADJUSTING

- A. After installation, adjust diffusers, registers, and grilles to air patterns indicated, or as directed, before starting air balancing.
- B. Adjustable outlet diffuser: adjust pattern for draft-free air distribution.

3.4 CLEANING

- A. After installation of diffusers, registers, and grilles, inspect exposed finish. Clean exposed surfaces to remove burrs, dirt, and smudges. Replace diffusers, registers, and grilles that have damaged finishes.

END OF SECTION 23 37 13

SECTION 23 72 00 - AIR-TO-AIR ENERGY RECOVERY EQUIPMENT

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section Includes: Packaged Energy Recovery Units – Fixed Plate Enthalpic

1.3 SUBMITTALS

- A. Product Data: For each type of product indicated. Include rated capacities, furnished specialties, and accessories.
- B. Detail equipment assemblies and indicate dimensions, weights, loads, required clearances, method of field assembly, components, and location and size of each field connection.
- C. Wiring Diagrams: For power, signal, and control wiring.
- D. Operation and Maintenance Data: For air-to-air energy recovery equipment to include in maintenance manuals.

1.4 QUALITY ASSURANCE

- A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.
- B. ARI Compliance: Capacity ratings for air-to-air energy recovery equipment shall comply with ARI 1060, "Rating Air-to-Air Energy Recovery Equipment."
- C. ASHRAE Compliance:
 - 1. Applicable requirements in ASHRAE 62.1-2004, Section 5 - "Systems and Equipment" and Section 7 - "Construction and Startup."
 - 2. Capacity ratings for air-to-air energy recovery equipment shall comply with ASHRAE 84, "Method of Testing Air-to-Air Heat Exchangers."
- D. UL Compliance: UL 1812.

1.5 COORDINATION

- A. Coordinate layout and installation of air-to-air energy recovery equipment and suspension system with other construction that penetrates ceilings or is supported by them.
- B. Coordinate sizes and locations of concrete bases with actual equipment provided.
- C. Coordinate sizes and locations of roof curbs, equipment supports, and roof penetrations with actual equipment provided.

PART 2 - PRODUCTS

2.1 PACKAGED ENERGY RECOVERY UNITS – FIXED PLATE ENTHALPIC

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. RenewAire LLC.
 - 2. Mitsubishi Electric Sales Canada Inc.
- B. Quality Assurance
 - 1. The energy recovery cores used in these products shall be third party Certified by AHRI under its Standard 1060 for Energy Recovery Ventilators. AHRI published certifications shall confirm manufacture's published performance for airflow, static pressure, temperature and total effectiveness, purge air (OACF) and exhaust air leakage (EATR). Products that are not currently AHRI Certified will not be accepted.
 - 2. Manufacturer shall be able to provide evidence of independent testing of the core by Underwriters Laboratory (UL), verifying a maximum flame spread index (FSI) of 25 and a maximum smoke developed index (SDI) of 50 thereby meeting NFPA 90A and NFPA 90B requirements for materials in a compartment handling air intended for circulation through a duct system. The method of test shall be UL Standard 723.
 - 3. Unit shall be Listed under UL 1812 Standard for Ducted Air to Air Heat Exchangers. Some exceptions to UL Listing may apply. Units intended for "Outdoor Use" shall be listed using the specific UL requirements for rain penetration, corrosion protection and seal durability and shall be so labeled.
 - 4. The ERV core shall be warranted to be free of manufacturing defects and to retain its functional characteristics, under circumstances of normal use, for a period of ten years from the date of purchase. The balance-of-unit shall be warranted to be free of manufacturing defects and to retain its functional characteristics, under circumstances of normal use, for a period of two years from the date of purchase.
- C. Performance
 - 1. Energy Transfer: The ERV shall be capable of transferring both sensible and latent energy between airstreams. Latent energy transfer shall be accomplished by direct water vapor transfer from one air stream to the other, without exposing transfer media in succeeding cycles directly to the exhaust air and then to the fresh air.
 - 2. Passive Frost Control: The ERV core shall perform without condensing or frosting under normal operating conditions (defined as outside temperatures above -10°F and inside

relative humidity below 40%). Occasional more extreme conditions shall not affect the usual function, performance or durability of the core. No condensate drains will be allowed.

3. Continuous Ventilation: Unit shall have the capacity to operate continuously without the need for bypass, recirculation, pre-heaters, or defrost cycles under normal operating conditions.
4. Positive Airstream Separation: Water vapor transfer shall be through molecular transport by hygroscopic resin and shall not be accomplished by “porous plate” mechanisms. Exhaust and fresh airstreams shall travel at all times in separate passages, and airstreams shall not mix.
5. Laminar Flow: Airflow through the ERV core shall be laminar over the products entire operating airflow range, avoiding deposition of particulates on the interior of the energy exchange plate material.

D. Construction

1. The energy recovery component shall be of fixed-plate cross-flow construction, with no moving parts.
2. No condensate drain pans or drains shall be allowed and unit shall be capable of operating in both winter and summer conditions without generating condensate.
3. The unit case shall be constructed of G90 galvanized, 20-gauge steel, with lapped corners and zinc plated screw fasteners. The unit roof shall be one piece or have watertight standing seam joints and shall overlap wall panels and doors in order to positively shed water.
4. Access doors shall provide easy access to blowers, ERV cores, and filters. Doors shall have an airtight compression seal using closed cell foam gaskets rated for outdoor exposure. Pressure taps, with captive plugs, shall be provided allowing cross-core pressure measurement allowing for accurate airflow measurement.
5. Weather hoods shall be screened to exclude birds and animals. Inlet weather hoods shall be sized to maintain inlet velocities below 500 fpm, and equipped with rain excluder baffles.
6. Case walls and doors shall be insulated with 1 inch, 4 pound density, foil/scrim faced, high-density fiberglass board insulation, providing a cleanable surface and eliminating the possibility of exposing the fresh air to glass fibers, and with minimum R-value of 4.3 (hr·ft²·°F/BTU).
7. The ERV cores shall be protected by a MERV-8 rated, 2” nominal, pleated, disposable filter in both airstreams.
8. Unit shall have single-point power connection and a single-point 24 VAC contactor control connection
9. Blower motors shall be Premium Efficiency, EISA compliant for energy efficiency. The blower motors shall be totally enclosed (TEFC) and shall be supplied with factory installed motor starters (HE6X and HE8X 208-230/460V models are open drip proof). Direct drive models (EV450 and HE1X models) shall be EISA compliant for energy efficiency with open drip proof design and integral thermal protection.
10. Blowers shall be quiet running, forward curve type and be direct drive (EV450 and HE1X only)
11. The unit electrical box shall include a factory installed, non-fused disconnect switch and a 24 VAC, Class II transformer/relay package.
12. The ERV shall be provided “inverter-ready” allowing for applications of inverters supplied and installed by others

E. Options

1. Provide unit and duct connection orientation per project schedule.
2. Provide double wall construction with 24-gauge galvanized steel liner.
3. Provide factory installed disconnect fuses.
4. Provide factory installed filter monitors for each airstream.
5. Provide ECM controlled motors (available for EV450IN and HE1XIN models) allowing for to preset speeds or variable speed operation with a 0-10 volt DC control signal.
6. Provide factory installed isolation dampers for either or both air streams (available for all models except EV450IN). The insulated dampers shall be of a low leakage design and shall not restrict the airstream, reducing airflow, in any way. The dampers shall be opened with a motor actuator powered by the standard unit transformer package and have a spring return for low off- position power consumption.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine areas and conditions, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance of the Work.
- B. Examine casing insulation materials and filter media before air-to-air energy recovery equipment installation. Reject insulation materials and filter media that are wet, moisture damaged, or mold damaged.
- C. Examine roughing-in for electrical services to verify actual locations of connections before installation.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.
- E. Locate and orient unit to provide the shortest and most straight duct connections. Provide service clearances as indicated on the plans. Locate units distant from sound critical occupancies.

3.2 INSTALLATION

- A. Install units with clearances for service and maintenance.
- B. Equipment Mounting: Install floor-mounted air-to-air energy recovery equipment on concrete bases. Comply with requirements for concrete bases specified in Section 23 05 00 "Common Work Results for HVAC".
- C. Suspended Units: Suspend and brace units from structural-steel support frame using threaded steel rods and spring hangers. Comply with requirements for vibration isolation devices specified in Division 23 Section vibration/seismic specification section.
- D. Install new filters at completion of equipment installation and before testing, adjusting, and balancing.

- E. Sound Control: To control sound associated with the two blower outlets:
 - 1. Provide straight, gradual transition ductwork for a minimum of 2-1/2 duct diameters downstream from the blower outlet.
 - 2. Provide continuous acoustic insulation treatment of the duct until after the first elbow or tee.

3.3 CONNECTIONS

- A. Comply with requirements for piping specified in Division 23 Section "Hydronic Piping." Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Comply with requirements for ductwork specified in Division 23 Section "Ductwork."
- C. Install piping adjacent to machine to allow service and maintenance.

3.4 FIELD QUALITY CONTROL

- A. Test and Balancing: Test and Balancing may not begin until 100% of the installation is complete and fully functional.
- B. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect, test, and adjust components, assemblies, and equipment installations, including connections.
- C. Tests and Inspections:
 - 1. Operational Test: After electrical circuitry has been energized, start units to confirm proper motor rotation and unit operation.
 - 2. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
 - 3. Set field-adjustable switches and circuit-breaker trip ranges as indicated.
- D. Air-to-air energy recovery equipment will be considered defective if it does not pass tests and inspections.
- E. Prepare test and inspection reports.

3.5 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain air-to-air energy recovery units.

END OF SECTION 23 72 00

SECTION 23 81 29 - WATER-COOLED VARIABLE REFRIGERANT FLOW SYSTEM

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Sections, apply to this Section.
- B. Division 23 Section "Common Work Results for HVAC"

1.2 SUMMARY

- A. This Section includes a variable refrigerant flow (VRF) system including condensing units, indoor units, accessories, and DDC controls. The water-source unit shall be completely factory assembled, piped and wired. Each unit shall be run tested at the factory.
- B. The intent is that the system will provide expansion and direct interface with the existing Daikin VRF Heat Recovery Heat Pump system currently in place at the facility.

1.3 SUBMITTALS

- A. Product Data: Include rated capacities, furnished specialties, and accessories for each type of product indicated. Include performance data in terms of capacities, outlet velocities, static pressures, sound power characteristics, motor requirements, and electrical characteristics.
- B. Operation and Maintenance Data: For split-system air-conditioning units to include in emergency, operation, and maintenance manuals.
- C. Qualification: Submit evidence that the installing contractor shall have been certified by the manufacturer to install VRF systems, having attended a minimum 3- day VRF Service & Installation course at an approved training center. A copy of this certificate shall be presented as part of the VRF equipment submittal process. It is the contractor's responsibility to sign up and take this class before installation begins.
- D. Warranty: Special warranty specified in this Section.

1.4 QUALITY ASSURANCE

- A. The units shall be listed by Electrical Testing Laboratories (ETL) and bear the ETL label.
- B. All wiring shall be in accordance with the National Electrical Code (N.E.C.).
- C. All units must meet or exceed the 2010 Federal minimum efficiency requirements and the ASHRAE 90.1 efficiency requirements for VRF systems. Efficiency shall be published in

accordance with the Air-Conditioning, Heating, and Refrigeration Institute (AHRI) Standard 1230.

- D. A full charge of R-410A for the condensing unit only shall be provided in the condensing unit.
- E. Units shall be stored and handled according to the manufacturer's recommendation.

1.5 WARRANTY

- A. The equipment shall be provided with the following warranty per the VRF manufacturer's warranty policy:
 - 1. Compressor: 7-year part only
 - 2. Parts: 5-years part only

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. Daikin (Basis of Design)
 - 2. Mitsubishi
 - 3. Trane
- B. Although alternate manufacturers to the basis of design will be considered, it shall be a requirement that the alternate products meet all specified requirements and interface seamlessly with both the Siemens Apogee BAS and the existing Daikin VRF Heat Pump Heat Recovery System, to the extent necessary for operation as specified.

2.2 WATER-COOLED CONDENSING UNIT

- A. General: The condensing unit is designed specifically for use with VRV IV W-Series components.
 - 1. The condensing unit shall be factory assembled and pre-wired with all necessary electronic and refrigerant controls. The refrigeration circuit of the condensing unit shall consist of Daikin scroll compressors, motors, brazed plate heat exchanger, electronic expansion valves, solenoid valves, 4-way valve, distribution headers, capillaries, filters, shut off valves, oil separators, service ports and liquid receivers.
 - 2. Discharge pressure gas line, liquid and suction lines must be individually insulated between the condensing and indoor units.
 - 3. System shall have an operable flow rate range of 13.2–40.0 gpm per module for standard operation.

4. System shall have an operating inlet water temperature range of 50°F-113°F for standard operation. The system will automatically restart operation after a power failure and will not cause any settings to be lost.
5. Each condensing unit shall have a 240VAC, 0.3mA-0.5A control circuit output for water pump or isolation valve operation. This circuit shall be configured at commissioning to operate based on system or compressor operation.
6. Each condensing unit shall incorporate normally open, 15VDC and 1.0mA rated contacts for integration of a mandatory flow proving device.
7. Oil recovery cycle shall be automatic occurring 2 hours after start of operation and then every 8 hours of operation.

B. Compressor:

1. The Daikin inverter scroll compressors shall be variable speed (PWM inverter) controlled which is capable of changing the speed to follow the variations in total cooling and heating load as determined by the suction gas pressure as measured in the condensing unit.
2. The capacity control range shall be 8% to 100%.
3. The compressor shall be spring mounted to avoid the transmission of vibration.

C. Electrical:

1. The power supply to the outdoor unit shall be 208 volts, 3 phase, 60 hertz +/- 10%.
2. The control voltage between the indoor and outdoor unit shall be 18VDC non-shielded, stranded 2 conductor cable.
3. The control wiring shall be a two-wire multiplex transmission system.

2.3 BRANCH SELECTOR BOX FOR VRV HEAT RECOVERY SYSTEM

A. General: The branch selector boxes shall be designed specifically for use with the VRV series heat recovery system components.

B. Condensate Removal:

1. The unit shall not require provisions for condensate removal.

C. Electrical:

1. The unit electrical power shall be 208/230 volts, 1 phase, 60 hertz.
2. The unit shall be capable of operation within the limits of 187 volts to 255 volts.
3. The minimum circuit amps (MCA) shall be 0.1 and the maximum overcurrent protection amps (MOP) shall be 15.
4. The control voltage between the indoor and condensing unit shall be 16VDC non-shielded 2 conductor cable.

2.4 CONCEALED CEILING DUCTED UNIT (Med. Static)

A. General:

1. Basin of Design: Daikin indoor unit FXMQ_PB. Unit shall be a built-in ceiling concealed fan coil unit, operable with refrigerant R-410A, equipped with an electronic expansion valve, direct-drive DC (ECM) type fan with auto CFM adjustment at commissioning, for installation into the ceiling cavity. Units to be controlled by BRC1E73 programable controllers. Unit's equipped with factory condensate drain pan and drain pump kit and has a built in safety shutoff and alarm. Pumps to 18-3/8" from the drain pipe opening. All refrigerant lines shall be individually insulated from the outdoor unit.
2. The indoor units shall be equipped with a condensate pan and condensate pump. The condensate pump provides up to 18-3/8" of lift from the center of the drain outlet and has a built in safety shutoff and alarm.
3. The indoor units shall be equipped with a return air thermistor.
4. The indoor unit will be separately powered with 208~230V/1-phase/60Hz.

B. Coil:

1. Coils shall be of the direct expansion type constructed from copper tubes expanded into aluminum fins to form a mechanical bond.
2. The refrigerant connections shall be flare connections and the condensate will be 1-1/4" outside diameter PVC.
3. A condensate pan shall be located under the coil. A thermistor will be located on the liquid and gas line.

C. Electrical:

1. A separate power supply will be required of 208/230 volts, 1 phase, 60 hertz. The acceptable voltage range shall be 187 to 253 volts.

D. Control:

1. The unit shall have controls provided by Daikin to perform input functions necessary to operate the system.
2. The Daikin Intelligent Touch Manager with BACnet software shall integrate into the existing Siemens control system.

E. Local Control:

1. The BRC1E73 programable controllers provide control for all VRV indoor units. The remote controller wiring consist of a non-polar two-wire connection to the indoor unit at terminals P1/P2.

F. Filter Box:

1. Furnish and install a Buckley Filter Box specifically manufactured for the heat pump manufacturer. Provide 2" pleated filters, MERV 30. Box shall provide for bottom or side access as required to meet the site constraints for each unit.access.

2.5 4-WAY CEILING CASSETTE UNIT (2'x2')

A. Basis of Design: Daikin model FXZQ. Unit shall be a ceiling cassette fan coil unit, operable with R-410A refrigerant, equipped with an electronic expansion valve, for installation into the ceiling cavity equipped with an air panel grill. It shall incorporate a four-way air distribution type, white (RAL9010), impact resistant with a washable decoration panel. The supply air is distributed via motorized louvers which can be horizontally and vertically adjusted from 0° to 90°. Computerized PID control shall be used to control superheat to deliver a comfortable room temperature condition. The unit shall be equipped with a programmed drying mechanism that dehumidifies while limiting changes in room temperature.

B. Indoor Unit:

1. The indoor unit shall be completely factory assembled and tested. Included in the unit is factory wiring, piping, electronic proportional expansion valve, control circuit board, fan motor thermal protector, flare connections, condensate drain pan, condensate drain pump, condensate safety shutoff and alarm, self-diagnostics, auto-restart function, 3-minute fused time delay, and test run switch.
2. Indoor unit and refrigerant pipes will be charged with dehydrated air prior to shipment from the factory.
3. Both refrigerant lines shall be insulated from the outdoor unit.
4. The 4-way supply air flow can be field modified to 3-way and 2-way airflow to accommodate various installation configurations including corner installations.
5. Return air shall be through the concentric panel, which includes a resin net mold resistant filter.
6. The indoor units shall be equipped with a condensate pan and condensate pump. The condensate pump provides up to 21" of lift and has a built in safety shutoff and alarm.
7. The indoor units shall be equipped with a return air thermistor.
8. All electrical components are reached through the decoration panel, which reduces the required side service access.
9. The indoor unit will be separately powered with 208~230V/1-phase/60Hz.
10. The voltage range will be 253 volts maximum and 187 volts minimum.

C. Unit Cabinet:

1. The cabinet shall be space saving and shall be located into the ceiling.
2. Three auto-swing positions shall be available to choose, which include standard, draft prevention and ceiling stain prevention.
3. The airflow of the unit shall have the ability to shut down one or two sides allowing for simpler corner installation.
4. Fresh air intake shall be possible by way of direct duct installation to the side of the indoor unit cabinet.
5. The cabinet shall be constructed with sound absorbing foamed polystyrene and polyethylene insulation.

D. Fan:

1. The fan shall be direct-drive turbo fan type with statically and dynamically balanced impeller with high and low fan speeds available.
2. The fan motor shall operate on 208/230 volts, 1 phase, 60 hertz with a motor output range from 0.06 to 0.12 HP.
3. The airflow rate shall be available in high and low settings.
4. The fan motor shall be thermally protected.

E. Filter:

1. The return air shall be filtered by means of a washable long-life filter with mildew proof resin.

F. Coil:

1. Coils shall be of the direct expansion type constructed from copper tubes expanded into aluminum fins to form a mechanical bond.
2. The coil shall be of a waffle louver fin and high heat exchange, rifled bore tube design to ensure highly efficient performance.
3. The coil shall be a 2-row cross fin copper evaporator coil with 17 FPI design completely factory tested.
4. The refrigerant connections shall be flare connections and the condensate will be 1 -1/32 inch outside diameter PVC.
5. A condensate pan shall be located under the coil.
6. A condensate pump with a 21 inch lift capacity shall be located below the coil in the condensate pan with a built in safety alarm.
7. A thermistor will be located on the liquid and gas line.

G. Electrical:

1. A separate power supply will be required of 208/230 volts, 1 phase, 60 hertz. The acceptable voltage range shall be 187 to 253 volts.
2. Transmission (control) wiring between the indoor and outdoor unit shall be a maximum of 3,280 feet (total 6,560 feet).
3. Transmission (control) wiring between the indoor unit and remote controller shall be a maximum distance of 1,640 feet.

H. Control:

1. The unit shall have controls provided by Daikin to perform input functions necessary to operate the system.
2. The unit shall be compatible with interfacing with the Siemens Apogee BMS system via BACnet gateways.
3. The unit shall be compatible with a Daikin Intelligent Touch Manager advanced multi-zone controller.

I. Accessories:

1. Remote “in-room” sensor kit (KRCS01-1B).
 - a. The Daikin wall mounted, hard wired remote sensor kit is recommended for ceiling-embedded type fan coils, which often result in a difference between set temperature and actual temperature. The sensor for detecting the temperature can be placed away from the indoor unit (branch wiring is included in the kit).

PART 3 - EXECUTION

3.1 CONNECTIONS

- A. Piping installation requirements are specified in other Division 23 Sections. Drawings indicate general arrangement of piping, fittings, and specialties.
- B. Install piping adjacent to unit to allow service and maintenance.
- C. Coordinate locations of indoor units with structure, ceiling grid, and other trades – must maintain heat pump manufacturer’s recommended service clearances.
- D. Provide insulated refrigerant piping per heat pump manufacturer’s recommendations.
- E. Route indoor unit condensate drains to sink traps, floor drains, plumbing code compliant, or other locations as indicated.

3.2 WIRING

- A. Electrical Connections: Comply with requirements in Electrical Specification Sections for power wiring, switches, and motor controls.
- B. All electrical control wiring to the control panels shall be the responsibility of the Installing Contractor.

3.3 VRF SYSTEM COMMISSIONING

- A. General
 1. All VRF System Commissioning activities shall be completed by an employee of the VRF manufacturer whose primary job responsibilities are to provide start up and commissioning of their products; sales staff or in-house support staffs are not permitted to complete this scope of work.
 2. The installing contractor shall have been certified by the manufacturer to install VRF systems, having attended a minimum 3- day VRF Service & Installation course at an approved training center. A copy of this certificate shall be presented as part of the VRF equipment submittal process. It is the contractor’s responsibility to sign up and take this class before installation begins.

3. Upon completion of the Equipment installation and before start up the contractor shall test piping per manufacturer's instructions and pull refrigerant piping into a 500 micron vacuum. System shall hold this vacuum for no less than 24 hours. The VRF manufacturer shall provide a formal report outlining the status of the system, in electronic format only. Contained within this report shall be copies of all field inspection reports, required action items and status, Manufacturers design software, equipment model & serial numbers.
4. Completion of the Equipment Start-Up and VRF Commissioning process shall verify that the VRF system has been installed per the Engineer's design intent and complies with the VRF manufacturers engineering and installation specifications related to their equipment.
5. Compliance with federal, state and local codes as well as other authorities having jurisdictions are not part of this process and are the responsibility of the installing contractor.
6. Upon the completion of the 500-micron hold, the calculated additional refrigerant charge can be added. Contractor shall keep track of total liquid line piping lengths for each system. The calculated refrigerant charge shall have been calculated using the VRF manufacturers design software.
 - a. Total refrigerant charge of the system shall be recorded and displayed at the condensing unit by permanent means.

3.4 DEMONSTRATION

- A. Engage a factory-authorized service representative to train Owner's maintenance personnel to adjust, operate, and maintain units.
- B. The VRF manufacturer shall provide the owner's representative a minimum 4-hour VRF Operation and Maintenance training class covering systems installed under this scope of work.
- C. Training program is to be provided at the time of owner occupancy.
- D. Owner shall provide a suitable location, onsite, to conduct the VRF Operation and Maintenance class.

END OF SECTION 23 81 29

SECTION 26 10 00 - BASIC ELECTRICAL REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Alternates: Refer to Division 01 to determine extent of, if any, work of this section that will be affected by any alternates if accepted.
- B. Furnish all materials, equipment, labor, and supplies and perform all operations necessary to complete the electrical work in accordance with the intent of the drawings and these specifications.

1.3 QUALITY ASSURANCE

- A. All wiring shall be in accordance with the latest issue of the National Electrical Code.
- B. The Contractor shall show evidence, upon request, of having successfully completed at least five similar projects. Installation of each system shall be under the supervision of a factory-authorized organization.
- C. The Contractor shall show evidence, upon request, that he maintains a fully equipped service organization capable of furnishing adequate inspection and service to the system. The Contractor must have a service contract program for the maintenance of the system after the guarantee period.
- D. All electrical equipment shall be listed by Underwriters Laboratories, Inc. Each system shall be products of a single manufacturer of established reputation and experience. The Contractor shall have supplied similar apparatus to comparable installations rendering satisfactory service for at least three years.
- E. Prior to submission for review of any item of equipment, determine whether or not it will fit in the space provided. Any changes in the size or location of the material or equipment supplied, which may be necessary in order to meet field conditions or in order to avoid conflicts between trades, shall be brought to the immediate attention of the Architect/Engineer and approval received before such alterations are made.

1.4 SUBMITTALS

- A. In accordance with Division 01, furnish the following:
1. Manufacturer's descriptive literature: For each type of product indicated.
 2. Submit shop drawings which include engineering drawings of the system with specification sheets covering all component parts of the system and interconnection diagrams.
 3. Certification:
 - a. Prior to final inspection, deliver to the Owner's Representative certification that the material is in accordance with the drawings and specifications and has been properly installed.
 - b. Submit certification of system operating test.
 4. Manuals: Submit copies of complete set of operating instructions including circuit diagrams and other information of system components.

1.5 PROJECT CONDITIONS

- A. Regulatory Requirements:
1. Conform to the requirements of all laws and regulations applicable to the work.
 2. Cooperate with all authorities having jurisdiction.
 3. Compliance with laws and regulations governing the work on this project does not relieve the Contractor from compliance with more restrictive requirements contained in these specifications.
 4. If the Contract Documents are found to be at variance with any law or regulation, the Contractor shall notify the Architect/Engineer promptly in writing. The Contractor shall assume full responsibility for any work contrary to law or regulation, and shall bear all costs for the corrections thereof.
 5. Minimum Requirements: The National Electrical Code (NEC), Underwriters Laboratories, Inc. (UL), the National Fire Codes, and National Fire Protection Association (NFPA) are a minimum requirement for work under this section. Design drawings and other specification sections shall govern in those instances where requirements are greater than those required by code.
- B. Permits, Fees, and Inspections:
1. Secure and pay for all permits, fees, licenses, inspections, etc., required for the work under Division 26.
 2. Schedule and pay for all legally required inspections and cooperate with inspecting officers.
 3. Provide Certificates of Inspection and Approval from all regulatory authorities having jurisdiction over the work in Division 26.

C. Drawings:

1. Do not scale the drawings. The general location of the apparatus and the details of the work are shown on the drawings, which form a part of this specification. Exact locations are to be determined at the building as the work progresses, and shall be subject to the Architect/Engineer's approval. Actual field conditions shall govern all dimensions.
2. Anything shown on the drawings and not mentioned in the specifications or vice versa shall be provided as if it were both shown and specified.
3. It is not intended that the drawings shall show every wire, device, fitting, conduit or appliance, but it shall be a requirement to furnish without additional expense, all material and labor necessary to complete the systems in accordance with applicable codes and the best practice of the trade.

1.6 WARRANTY

- A. The Contractor shall guarantee all equipment and wiring free from inherent mechanical or electrical defects for one year from date of acceptance.

1.7 RELATED WORK

- A. Division 23 - Mechanical

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Receptacles shall be specification grade, mounted 18" above finished floor unless otherwise noted.
- B. Duplex Receptacles with Ground-Fault Interrupter shall be an integral unit suitable for mounting in a standard outlet box.
1. Ground-Fault Interrupter shall consist of a differential current transformer, solid state sensing circuitry and a circuit interrupter switch. It shall be rated for operation on a 60 Hz, 120-volt, 20-ampere branch circuit. Device shall have nominal sensitivity to ground leakage current of five milliamperes and shall function to interrupt the current supply for any value of ground leakage current above five milliamperes on the load side of the device. Device shall have a minimum nominal tripping time of 1/30th of a second.
 2. Receptacle shall be rated 20 amperes, 125 volts for outdoor use and shall be the standard duplex, three-wire, grounding type.
- C. Weatherproof Receptacles shall consist of a duplex GFI receptacle, as specified, mounted in a weatherproof box with a gasketed, weatherproof, cast metal cover plate. The weatherproof integrity shall not be affected when heavy duty specification or hospital grade attachment plug caps are inserted. Cover plates on outlet boxes mounted flush in the wall shall be gasketed to the wall in a watertight manner.

- D. Plates shall be 302 stainless steel.
- E. Boxes shall be steel minimum 2-1/2" deep.
- F. Disconnect Switches shall be heavy-duty type, horsepower rated.
- G. Wiring Materials:
 - 1. Wiring shall be enclosed in electrical rigid galvanized steel, intermediate metal conduit, or electrical metallic tubing sized in accordance with code requirements for the conductors. Type MC cable may be used where concealed in walls or ceilings and allowed by code.
 - a. Conduit fittings shall be steel. Provide set-screw type in dry locations and compression type in damp or wet locations.
 - b. Terminations for all conduit shall have insulated bushings or insulated throat connectors in accordance with code requirements.
 - c. All conduits shall be substantially supported with approved clips or hangers spaced not to exceed ten feet on center. Minimum conduit size shall be 1/2".
 - 2. Surface Metal Raceway: UL 5 listed.
 - a. Boxes and fittings for surface metal raceways shall be as recommended by the manufacturer.
 - b. Support clips for surface metal raceways shall be the concealed type, with attachment screws concealed behind the raceway.
 - 3. Flexible Metal Conduit shall be used for all connections to motors and vibrating equipment and shall comply with Fed. Spec. WW-C-566.
 - 4. Liquid-Tight Flexible Metal Conduit shall consist of flexible steel conduit with a liquid-tight PVC jacket over the conduit.
 - a. Fittings shall incorporate a threaded grounding cone, a steel or plastic compression ring, and a gland for tightening.
 - b. Liquid-tight flexible metal conduit shall be used in damp or wet locations when flexible metal conduit would otherwise be used.
 - c. Liquid-tight flexible metal conduit shall not penetrate the roof or exterior walls, and shall not be installed in lengths exceeding 72" except where necessary for flexibility.
 - 5. All Wiring shall be type THW, XHHW, or THWN, UL labeled, copper conductors with 600-volt insulation, except as otherwise noted. Minimum size wire shall be No. 12 AWG.
 - 6. Type MC Cable shall have minimum No. 12 AWG type THWN or XHHW insulated copper conductors with an internal bare or insulated copper ground wire.

H. Fire-Stop Material:

1. Fire-stopping material shall maintain its dimension and integrity while preventing the passage of flame, smoke, and gases under conditions of installation and use when exposed to the ASTM E 119 time-temperature curve for a time period equivalent to the rating of the assembly penetrated. Cotton waste shall not ignite when placed in contact with the non-fire side during the test. Fire-stopping material shall be noncombustible as defined by ASTM E 136; and in addition for insulation materials, melt point shall be a minimum of 1700°F for one-hour protection and 1850°F for two-hour protection.
2. Seals for floor, exterior wall, and roof shall also be watertight.

I. Circuit Breakers: Circuit breakers to be added to existing panelboards shall match existing circuit breakers.

J. Grounding Conductors:

1. Grounding conductors shall be soft-drawn bare copper.
2. Insulated grounding wires shall be UL and NEC approved types, copper, with THWN or XHHW insulation color identified green, except where otherwise shown on the drawings or specified.
3. Wire shall not be less than shown on the drawings and not less than required by the NEC.

K. Equipment Grounding Connections: Connections shall be of the compression type solderless connectors.

PART 3 - EXECUTION

3.1 INSTALLATION

A. General:

1. All work shall be in accordance with the National Electrical Code's requirements as amended to date, with the local electric utility company's rules, the Fire Underwriter's requirements, and all local, state and federal laws and regulations.
2. In general, all wiring in finished areas shall be concealed in walls or above ceilings. Where wiring cannot be concealed due to existing construction, exposed wiring shall be installed in conduit or surface metal raceway as directed by the Engineer. Exposed wiring shall not be installed in finished areas without prior written authorization from the Engineer.
3. Conduits shall be of sizes required by the National Electrical Code. Exposed conduits shall be installed with runs parallel or perpendicular to walls and ceiling, with right-angle turns consisting of bends, fittings, or outlet boxes. No wire shall be installed until work that might cause damage to wires or conduits has been completed. Conduits shall be thoroughly cleaned of water or other foreign matter before wire is installed.
4. Where conduits, wireways and other electrical raceways pass through fire partitions, fire walls, or floor, install a fire-stop that provides an effective barrier against the spread of fire, smoke and gases. Fire-stop material shall be packed tight and completely fill clearances between raceways and openings. Floor, exterior wall, and roof seals shall also be made watertight.

5. Where raceways puncture roof, coordinate with Division 07.
6. Raceway penetrations through roof and exterior walls shall be made with rigid metal conduit, intermediate metal conduit, or EMT with compression fittings.
7. Surface metal raceways shall be sized as required by the National Electrical code and as recommended by the manufacturer. Surface metal raceways shall be installed with runs parallel or perpendicular to walls and ceiling. Changes in direction shall only be made at device box locations or with fittings designed for the particular application. Installation shall be as visually unobtrusive as possible:
 - a. Surface metal raceways shall be painted to match wall finishes.
8. All splices shall be mechanically and electrically perfect, using crimp type wire connectors.
9. Provide all disconnect switches required by the N.E.C.
10. Locate motor starters as shown on drawings.
11. Mount disconnect switches and starters at a height of 60" above finished floor unless otherwise noted. Disconnect switches on roof shall be mounted 24" above roof.
12. Provide all necessary hardware, galvanized slotted steel channel, etc. for mounting disconnect switches.
13. Revise existing panelboard directories. Furnish new cards as needed. Directories shall be typewritten or printed using a computer.
14. Feeder circuit wiring shall be in conduit or EMT.
15. In general, conductors shall be the same size from the last protective device to the load and shall have an ampacity the same as or greater than the ampacity of the protective device where the wire size is not shown on the drawings. Use the 60°C ampacity rating for wire sizes No. 12 through No. 1. For 120V circuits, home runs longer than 100 feet shall be minimum No. 10 AWG, longer than 200 feet shall be minimum No. 8 AWG.

B. Grounding:

1. The entire electrical system shall be permanently and effectively grounded in accordance with Code requirements.
2. Connections to junction boxes, equipment frames, etc., shall be bolted.
3. Conduit Systems:
 - a. Ground all metallic conduit systems.
 - b. Conduit systems shall contain a grounding conductor sized per NEC Table 250-122 or as shown on the drawings. Increase conduit size where necessary to accommodate the grounding conductor.
4. Feeders and Branch Circuits: Install green grounding conductors with all feeders and branch circuits.

C. Alterations:

1. The Contractor shall study all drawings and specifications, visit the site, and acquaint itself with the existing conditions and the requirements of the plans and specifications. No claim will be recognized for extra compensation due to the failure of the Contractor to familiarize itself with the conditions and extent of the proposed work.

2. The Contractor shall execute all alterations, additions, removals, relocations or new work, etc., as indicated or required to provide a complete installation in accordance with the intent of the drawing and specifications.
 3. Reconnect existing circuits to remain. Remove existing equipment to be discontinued.
 4. Any existing work disturbed or damaged by the alterations or new work shall be repaired or replaced to the Engineer's satisfaction.
 5. Equipment relocated or removed and reinstalled shall be cleaned and repaired to a first-class condition before reinstallation.
- D. Continuity of Services: Arrange to execute work at such times and in such locations to provide uninterrupted service to the building or any of its sections. If necessary, temporary power shall be installed to provide for this condition. Authorization for interrupting service shall be obtained in writing from the Owner. Any interruption of normal supply shall be performed during an overtime period to be scheduled with the Owner. Cost for overtime work shall be included in the bid.
- E. Identification:
1. Provide tags on each end of all pulled wires giving location of other end.
 2. Provide phenolic nameplates for disconnect switches (except switches located at motors.
 3. Label each receptacle faceplate using machine-printed thermal adhesive labels to indicate source panel and branch circuit.
- F. Record Drawings: The Contractor shall keep on the job a set of prints showing any changes to the installation. These shall be given to the Engineer at the completion of the work.
- G. Testing and Adjusting:
1. The entire installation shall be free from short-circuits and improper grounds. Tests shall be made in the presence of the Engineer or his representatives.
 2. Each individual circuit shall be tested at the panel; and in testing for insulation resistance to ground, the equipment shall be connected for proper operation. In no case shall the insulation resistance be less than that required by the National Electrical Code. Failures shall be corrected in a manner satisfactory to the Architect/Engineer.
 3. Each system shall be completely tested and shall be adjusted for proper operation as required by the Engineer.

END OF SECTION 26 10 00

