

The State of Connecticut
Department of Housing (DOH)
Community Development Block Grant Disaster Recovery Program
(CDBG-DR)

Owner Occupied Rehabilitation and Rebuilding Program (OORR)

BID PACKAGE

For

Rehabilitation/Reconstruction work for:

Johanna E Maciag
9 Derby Avenue
Milford, CT

Prepared By:

Martinez Couch & Associates, LLC
1084 Cromwell Avenue Suite A-2
Rocky Hill, CT
860-436-4364

Project #: 1405 – 9 Derby Avenue, Milford, CT



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Section 1

ADVERTISEMENT FOR BIDS

Project # 1405 – 9 Derby Avenue, Milford, CT

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

Separated sealed bids for 9 Derby Avenue, Milford, CT will be received by Martinez Couch & Associates, LLC until 4 o’clock PM on February 10, 2021.

The Information to Bidders, Form of Bid, Form of Contract, Plans, Specifications, and Form of Bid Bond, Performance and Payment Bond or Security, and other contract documents may be examined on the Department of Housing Hurricane Sandy Recover website at www.ct.gov/doh/ and click on the “Hurricane Sandy” link.

Copies of plans may be downloaded directly from the Department of Housing website under bid notices or obtained at the office of Martinez Couch & Associates, LLC located at 1084 Cromwell Avenue, Suite 2 Rocky Hill, CT 06067 upon payment of \$50.00 for each set. Requests for copies plans shall provide 2 days notice to Martinez, Couch and Associates, LLC.

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

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

No bidder may withdraw his bid within 30 calendar days after the actual date of the bid opening thereof. Submitted bid values are allowed three percent (3) per annum increase for award by the DOH made beyond ninety calendar (90) days. Cost increases for such periods shall be prorated monthly and calculated by the DOH.

INFORMATION FOR BIDDERS

Receipt and Opening of Bids:

The State of Connecticut Department of Housing (herein called the "DOH"), invites bids on the form attached. Bids will be received by DOH at the office of Martinez Couch & Associates, LLC until 4 o'clock PM on February 10, 2021.

The envelopes containing the bids must be sealed, addressed to Mr. Richard Couch, P.E. at Martinez, Couch & Associates, LLC. and designated as bid for Project 1405 - 9 Derby Avenue, Milford, CT.

DOH may consider informal any bid not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement there considered. NO bidder may withdraw a bid within 30 days after the actual date of the opening thereof. Submitted bid values are allowed three percent (3) per annum increase for award by the DOH made beyond ninety calendar (90) days. Cost increases for such periods shall be prorated monthly and calculated by the DOH.

Mandatory Walk Through: All bidders must attend a mandatory walk through of the property designated above. The date and time of the walk through is set for 10:00 AM on January 27, 2021. All social distancing protocols will be followed with individuals being required to wear a face covering. Where possible six feet separation of individuals will be maintained. Prospective bidders will be allowed to enter the property in groups of three.

Preparation of Bids:

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

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

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

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

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

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

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

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

Every request for such interpretation should be in writing addressed to: Martinez, Couch & Associates, LLC. at 1084 Cromwell Avenue, Suite A-2 Rocky Hill, CT 06067 and, to be given consideration, must be received at least five days prior to the date fixed for the opening of bids. Any and all such interpretations and any supplemental instruction will be in the form of written addenda to the specifications which, if issued, will be forwarded by electronic mail and posted on DOH's Hurricane Sandy website to all prospective bidders (at the respective email addresses furnished for such purposes), not later than three days prior to the date fixed for the opening of bids. Failure of any bidder to receive any such addendum or interpretation shall not relieve such bidder from any obligation under his/her bid as submitted. All addenda so issued shall become part of the contract documents.

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

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

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

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

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

numerical order in which they are listed in the Form of Bids, as produces a net amount which is within the available funds.

Submitted bid values are allowed three percent (3) per annum increase for award by the DOH made beyond ninety calendar (90) days. Cost increases for such periods shall be prorated monthly and calculated by the DOH.

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

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

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

1. Comply with the safety standards provision of applicable laws, building and construction codes and the “Manual of Accident Prevention in Construction” published by the Associated General Contractors of America, the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596), and the requirements of Title 29 of the Code of Federal Regulations, Section 1518 as published in the “Federal Register,” Volume 36, No 75, Saturday, April 17, 1971.
2. Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) who may be injured on the job site before the employer has made a standing arrangement for removal of injured persons to a hospital or a doctor’s care.

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

BID FORM

The undersigned, being familiarized with the local conditions affecting the cost of the work and with the Drawings, Scope of Work, Specifications, Invitation to Bidders, Instructions to Bidders, General Conditions, Bid Form, Form of Contract and Form of Bonds for Project 1405 – 9 Derby Avenue, Milford, CT and Addenda No. _____ and thereto, as prepared by Martinez Couch and Associates, LLC, Rocky Hill Connecticut, and on file in the office of DOH, hereby proposes to provide all work as required for the rehabilitation and reconstruction for said Project No. 1405 – 9 Derby Avenue located at 9 Derby Avenue in Milford, State of Connecticut, all in accordance with the Drawings and Specifications, for the sum of :

_____ Dollars (\$ _____).

<i>Section #</i>	<i>Scope of Work</i>	<i>Lump Sum Cost</i>
		<i>Total (\$)</i>
Div. 1	General Requirements & Temporary Facilities	
Division 02	Selective Demolition	
06 10 00	Rough Carpentry	
06 20 23	Interior Finish Carpentry	
Div. 08	Openings	
Division 09	Finishes	
Division 22	Plumbing	
Division 23	HVAC	
Allowance 1:	Unforeseen Conditions	\$5,000.00
TOTAL COST		

Unit Prices - For Unforeseen Conditions During Repairs

All unit prices, unless otherwise noted, shall include all incidental work normally required in connection with the particular type of work involved and would include, but not necessarily be limited to costs of materials, material accessories, material waste, fabrication, labor, supervision, engineering, layout, transportation, rigging, insurances, overhead, and profit. All labor rates, unless otherwise noted, shall include, but not necessarily be limited to all fringe benefits, insurances, overhead, and profit.

<i>Item</i>	<i>Rate (\$/Per)</i>
Carpenter Labor Rate	/H.R.

The undersigned agrees that if within the period of thirty (30) days after the opening of bids, or when extended to the next work day immediately following said period, notice of the acceptance of this bid shall be mailed, or delivered to him/her at the business address given below, or at any time thereafter before this bid is withdrawn, will within fifteen (15) days thereafter deliver to the DOH, where directed, a contract properly executed in such number of counterparts as may be required by said DOH, on the forms annexed, with such changes therein as shall have been made by DOH, prior to the time named for delivery of this proposal, to the DOH and a letter indicating those Small/Minority Business Enterprises that will perform work and/or provide materials, equipment or services as part of the contract.

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

Submitted bid values are allowed three percent (3) per annum increase for award by the DOH made beyond ninety calendar (90) days. Cost increases for such periods shall be prorated monthly and calculated by the DOH.

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

Acknowledgement of Bidder

I, THE UNDERSIGNED AS AN AUTHORIZED OFFICER OF:

(Company Name)

(Date)

(Address)

(Telephone)

(City/State/Zip)

(Fax No.)

(FEIN)

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

BASE BID PRICE: Cost _____

AMOUNT IN WORDS: _____

(Signature)

(Date)

(Printed Name)

(Title/Position)

(Email address) _____

FORM OF NON-COLLUSIVE AFFIDAVIT

AFFIDAVIT

State of _____)

County of _____)

_____, being first duly sworn, deposes and says:

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

Project No. _____

Location _____

Signature

Name and Title

Date

(Signature should be notarized.)

BIDDER'S CERTIFICATION OF ELIGIBILITY

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

- (1) Be awarded contracts by any agency of the United States Government or HUD; or,
- (2) Participate in HUD programs pursuant to 24 CFR part 24.

(Name of Bidder)

(Address)

BY: _____

Title: _____

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

CERTIFICATION OF GENERAL BIDDERS ON CDBG-DR CONSTRUCTION PROJECTS

I. CERTIFICATION REGARDING HEALTH AND SAFETY

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

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

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

Date: _____

Name of General Bidder

By _____

Signature

Print name and title

Business Address

Street Address City and State

OSHA-10 OSHA-10

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

I. CERTIFICATION REGARDING HEALTH AND SAFETY

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

II. CERTIFICATION REGARDING NON-COLLUSION AND DEBARMENT

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

Date _____

Name of Sub-bidder

By _____

Signature

Print Name and Title

Business Name

Street Address, City and State

SUBCONTRACTOR IDENTIFICATION

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

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

Name of Subcontractor: _____

Address: _____

Trade: _____

Hourly Wage: \$ _____ Full Contract Price: \$ _____

Federal Tax# or SSN #: _____

Male Owned Business _____ Female Owned Business _____

Is he/she of Hispanic or Latino ethnicity? Yes _____ No _____

Race: (Please check one)

- White American Indian/Alaskan Native
 Black/African American Hasidic Jew
 Asian/Pacific American
-
-

Name of Subcontractor: _____

Address: _____

Trade: _____

Hourly Wage: \$ _____ Full Contract Price: \$ _____

Federal Tax# or SSN #: _____

Male Owned Business _____ Female Owned Business _____

Is he/she of Hispanic or Latino ethnicity? Yes _____ No _____

Race: (Please check one)

- White American Indian/Alaskan Native
 Black/African American Hasidic Jew
 Asian/Pacific American
-
-

Name of Subcontractor: _____

Address: _____

Trade: _____

Hourly Wage: \$ _____ Full Contract Price: \$ _____

Federal Tax# or SSN #: _____

Male Owned Business _____ Female Owned Business _____

Is he/she of Hispanic or Latino ethnicity? Yes _____ No _____

Race: (Please check one)

- White American Indian/Alaskan Native
 Black/African American Hasidic Jew
 Asian/Pacific American
-
-

Contractor's Signature

Date

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
CERTIFICATION OF BIDDER REGARDING EQUAL EMPLOYMENT OPPORTUNITY

INSTRUCTIONS

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

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

CERTIFICATION OF BIDDER

Name and address of Bidder (include zip code)

1. Bidder has participated in a previous contract or subcontract subject to the Equal Opportunity Clause.
 YES NO

2. Compliance reports were required to be filed in connection with such contract or subcontract.
 YES NO

3. Bidder has filed all compliance reports due under applicable instructions, including SF.100.
 YES NO NOT REQUIRED

4. Have you ever seen or are you being considered for sanction due to violation of Executive Order 11246, as amended?
 YES NO

5. No segregated facilities will be maintained.

NAME AND TITLE OF SIGNER (Please type.)

SIGNATURE	DATE
-----------	------

Green Building Standards Checklist

HUD CPD Green Building Retrofit Checklist

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

WATER AND ENERGY CONSERVATION MEASURES

N/A

Water-Conserving Fixtures

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

N/A

ENERGY STAR Appliances

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

N/A

Air Sealing: Building Envelope

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

N/A

Insulation: Attic (if applicable to building type)

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

N/A

Insulation: Flooring (if applicable to building type)

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

X

Duct Sealing (if applicable to building type)

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

N/A

Air Barrier System

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

N/A

Radiant Barriers: Roofing

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

- N/A

Windows

When replacing windows, install geographically appropriate ENERGY STAR rated windows.
- N/A

Sizing of Heating and Cooling Equipment

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

Domestic Hot Water Systems

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

Efficient Lighting: Interior Units

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

Efficient Lighting: Common Areas and Emergency Lighting (if applicable to building type)

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

Efficient Lighting: Exterior

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

INDOOR AIR QUALITY

- N/A

Air Ventilation: Single Family and Multifamily (three stories or fewer)

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

Air Ventilation: Multifamily (four stories or more)

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

- N/A** **Composite Wood Products that Emit Low/No Formaldehyde**
 Composite wood products must be certified compliant with California 93120. If using a composite wood product that does not comply with California 93120, all exposed edges and sides must be sealed with low-VOC sealants.
- N/A** **Environmentally Preferable Flooring**
 When replacing flooring, use environmentally preferable flooring, including the FloorScore certification. Any carpet products used must meet the Carpet and Rug Institute's Green Label or Green Label Plus certification for carpet, pad, and carpet adhesives.
- X** **Low/No VOC Paints and Primers**
 All interior paints and primers must be less than or equal to the following VOC levels: Flats--50 g/L; Non-flats--50 g/L; Floor--100 g/L. [g/L = grams per liter; levels are based on a combination of the Master Painters Institute (MPI) and GreenSeal standards.]
- X** **Low/No VOC Adhesives and Sealants**
 All adhesives must comply with Rule 1168 of the South Coast Air Quality Management District. All caulks and sealants must comply with regulation 8, rule 51, of the Bay Area Air Quality Management District.
- N/A** **Clothes Dryer Exhaust**
 Vent clothes dryers directly to the outdoors using rigid-type duct work.
- X** **Mold Inspection and Remediation**
 Inspect the interior and exterior of the building for evidence of moisture problems. Document the extent and location of the problems, and implement the proposed repairs according to the Moisture section of the EPA Healthy Indoor Environment Protocols for Home Energy Upgrades.
- N/A** **Combustion Equipment**
 When installing new space and water-heating equipment, specify power-vented or direct vent combustion equipment.
- N/A** **Mold Prevention: Water Heaters**
 Provide adequate drainage for water heaters that includes drains or catch pans with drains piped to the exterior of the dwelling.
- X** **Mold Prevention: Surfaces**
 When replacing or repairing bathrooms, kitchens, and laundry rooms, use materials that have durable, cleanable surfaces.
- N/A** **Mold Prevention: Tub and Shower Enclosures**
 When replacing or repairing tub and/or shower enclosures, use non-paper-faced backing materials such as cement board, fiber cement board, or equivalent in bathrooms.
- N/A** **Integrated Pest Management**
 Seal all wall, floor, and joint penetrations with low-VOC caulking or other appropriate sealing methods to prevent pest entry. [If applicable, provide training to multifamily buildings staff.]

N/A

Lead-Safe Work Practices

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

N/A

Radon Testing and Mitigation (if applicable based on building location)

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

Section 2

General Conditions

1. The purpose of this HUD and DOH sponsored 0% interest loan Owner Occupied Rehabilitation and Rebuilding program is to make good faith efforts to assist qualified property owners in making repairs to their property damaged by Superstorm Sandy. Eligible repairs include code, health and safety compliance modifications, including but not limited to building envelope and energy efficiency upgrades (See Green Building Standards).
2. In the event that the homeowner is dissatisfied with the work performed although the work has been completed to industry standards, approved by the local municipality's code enforcement officials and approved by the DOH or its agent, the homeowner's approval will be overridden, full payment will be issued to the contractor and the project will be officially closed.
3. The owner is responsible for removal or relocation from the respective work areas the following, including but not necessarily limited to: personal belongings, window treatments, small furniture, fixtures, area carpets, interior and exterior plants. The contractor will be responsible for covering and protecting large furniture unable to be removed from the respective work areas.
4. The Contractor, unless otherwise specified, shall provide all labor, materials, tools, equipment, and related items required for the erection and completion of all work indicated in this project manual and as may be inferred, implied or otherwise necessary for the proper execution of the work.
5. The Contractor shall pay all necessary taxes, fees, and permits necessary to complete all of his work as detailed on the attached scope of work.
6. The premises herein shall be occupied during the course of the construction work.
7. All rehabilitation, alterations, repairs, or extensions shall be in compliance with all applicable codes of the Municipality, HUD requirements or compliance with the latest edition of the International Building Code, which ever applies and is the more strict. All electrical, heating, and plumbing work shall comply with the rules and regulations of the National, State and Local Codes. Before commencing work, contractors and/or subcontractors shall obtain all necessary permits.
8. The Contractor certifies that he has familiarized himself with the requirements of the specifications and plans and understands the extent and character of the work to be done, and inspected the premises and given his full attention to any and all areas with which he might become specifically involved. He must familiarize himself with all conditions relating to and affecting his work and bid.
9. The selected Contractor must, prior to contract signing, supply the DOH and the Owner with the original certificates of insurance in accordance with the following insurance requirements:
 - A. Contractor shall procure and maintain for the duration of the Agreement the following types of insurance, in amounts no less than the stated limits, against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder.
 - 1) Workers' Compensation Insurance: The Contractor shall maintain full and complete Workers' Compensation Insurance for all of its employees and those of its subcontractors engaged in work on the premises, in accordance with the local and state laws governing the same, in the minimum amounts of \$100,000 each accident, \$500,000 disease – Policy limit, \$100,000 disease – each employee.
 - 2) General Liability Insurance: The Contractor shall furnish evidence of a comprehensive general liability insurance coverage with a combined single limit for bodily injury, death, and property damage in the amount of \$1,000,000 per occurrence, naming the Owner and the State as additional insured. This shall cover the use of all equipment, hoists and vehicles on the Premises not covered by any automobile liability policy. If the Contractor has a "claims-made" policy, then the following additional requirements apply: (a) the policy must provide a retroactive date which must be on or before the execution date of

this Agreement and (b) the extended reporting period may not be less than five (5) years following the Construction Completion Date.

- 3) Automobile Liability: The Contractor shall furnish evidence of Automobile Liability insurance with minimum limits of \$1,000,000 per occurrence, combined single limit for bodily injury and property damage liability. This shall include owned vehicles, non-owned vehicles and employee non-ownership.
- 4) Cargo Insurance: ~~The Contractor shall furnish evidence of all risk cargo insurance, with a minimum limit of \$ per occurrence when the project involves raising a structure above the Base Flood Elevation.~~
- 5) Builders Risk: The Contractor shall maintain Builder's Risk (fire and extended coverage) insurance providing coverage for the entire work at the project site, including all work in place, all materials stored at the building site, foundations and building equipment. Coverage shall be on a completed value form basis in an amount equal to the projected value of the project. The Contractor agrees to endorse the State of Connecticut and the Owner as Loss Payees.

B. Additional Insurance Provisions

- 1) Each of the Owner and the State of Connecticut Department of Housing, and their successors and assigns, as their interests may appear, shall be named as an Additional Insured on the Commercial General Liability policy.
 - 2) Described insurance shall be primary coverage and Applicant and Applicant's insurer shall have no right of subrogation recovery or subrogation against the State of Connecticut.
 - 3) Applicant shall assume any and all deductibles in the described insurance policies.
 - 4) Without limiting Applicant's obligation to procure and maintain insurance for the duration identified in (A) above, each insurance policy shall not be suspended, voided, cancelled or reduced except after thirty (30) days prior written notice by certified mail has been given to the State of Connecticut, with the exception that a ten (10) day prior written notice by certified mail for non-payment of premium is acceptable.
 - 5) Each policy shall be issued by an Insurance Company licensed to do business by Connecticut Department of Insurance and having a minimum Best Rating of A- or equivalent or as otherwise approved by the State.
10. DOH and its agents must be notified prior to start of work of any subcontractor to be paid for work on the job who is different from the subcontractor identified in original bid proposal.
 11. Working times for the project shall be Monday through Friday 8 am to 5 pm (EST). Contractors must request permission from owner and be in compliance with local municipal ordinances prior to working longer hours or weekends.
 12. All materials shall be new and of acceptable quality. The Contractor shall submit proof of purchase of warrantee items at closeout. The property Owner shall select all colors, models, etc. as per scope of work. All materials and work must be applied in accordance with the applicable manufacturer's latest instructions and specifications, and in accordance with Federal prohibitions against the use of lead paint.
 13. All manufacturers' warranties are to be extended to the property Owner free and clear of all liens. Unless otherwise specified, all labor, material, and workmanship provided by the Contractor shall be guaranteed by the Contractor, including that of subcontractors, for a one (1) year period from the date of the Final Payment. This guarantee shall be in addition to and not in limitation of, in lieu of, or modify and other guarantee that is due the property Owner from any manufacturer.
 14. The Contractor shall repair or replace all work, materials and equipment which are found to be defective during construction and the guarantee period. Repair shall include all damage to surrounding work caused by the failure and/or necessary for the repair or replacement of the defect. All repairs and replacements shall be performed at no additional expense to the Owner and shall be completed promptly after the Contractor receives notice of the defect.

15. The Contractor shall take all necessary measures and precautions to protect the surroundings from damage occurring due to performance of the work. All areas and surfaces of the existing building which are affected by the execution of the new work (removals, demolition, repairs etc.) shall be patched and restored to either match the existing adjacent conditions or to match the new work, whichever is applicable. If such damage occurs it will be repaired by the Contractor at no cost to the Owner. Contractor shall provide all temporary shoring, bracing and other construction (interior and exterior) required to perform the work of this contract.
16. The Contractor shall dispose of all debris and remove all material resulting from his work in accordance with local and State law. The Contractor shall police and maintain a clean and safe job site daily. He shall reinstall accessories taken down and clean up all scrap around the project and remove fingerprints. All on-site maintenance relating to the performance of the work shall be the responsibility of the Contractor until the Certificate of Completion is issued. The project shall be maintained in a habitable and safe condition daily if the project is to remain occupied.
17. Materials and products not otherwise specified in these documents shall be to match building standards and existing conditions, provided such items are in compliance with all applicable codes. Such codes set the minimum standards to be achieved.
18. All work shall be neat and accurate and done in a manner in accordance with customary trade practices. **The Contractor, at a minimum, shall leave the premises broom clean and orderly after each working day and shall keep the premises free from accumulation of materials and rubbish by disposing of such debris in an onsite disposal container (provided by the contractor) or removed by vehicle in accordance with all applicable state and local regulations.** At the completion of the project the Contractor shall remove all excess materials from the site. Any surplus material agreed to be left for the owner shall be stored neatly by the contractor in a location directed by the owner free from weather, spoilage or pilferage.
19. The Contractor shall coordinate any work which interfaces with other Contractors or with the operations of the Owner. The Contractor shall take all necessary precautions to prevent fire, bodily injury, damage to property and any other calamities that may arise which pose a threat to life, limb property.
20. The Contractor shall not make any changes to the scope of work unless a change order is processed and fully executed by the DOH.
21. The Owner may cancel this contract within three days of signing and not be liable to the Contractor or DOH. Should the Owner opt to cancel they must sign and send a Notice of Cancellation to DOH, otherwise DOH shall issue a Notice to Proceed authorizing the contractor to commence with the proposed improvements.
22. The Contractor shall commence work under this contract within 15 work days of the date of the notice to proceed and complete work within **60** calendar days of the notice to proceed.
23. If the Contractor is delayed at any time in the progress of the work by any act or neglect of the Owner or by any employee of the Owner, or by any separate Contractor employed by the Owner, or by changes ordered in the work or by labor disputes, fire, unusual delay in delivery of materials, transportation, adverse weather conditions not reasonably anticipatable, unavoidable casualties, or any cause beyond the Contractor's control, or by delay authorized by the Owner pending arbitration, or by any other cause which justifies the delay, the contract time may be extended by Change Order for such reasonable time as may be agreed upon by all parties. It shall be the responsibility of the Contractor to request and document in writing such extensions within three (3) work days.
24. In the event that the Contractor does not commence or pursue the work as hereinafter stated, then DOH shall have the right to terminate this agreement and to hire a successor Contractor to perform the work. Any such termination shall be by certified mail to the address noted in this agreement, and shall be effective as of the date of mailing. Payments by the DOH/Owner in the event of termination shall be as follows:
25. The successor Contractor shall first be paid and then the terminated Contractor. Payments to the terminated Contractor shall be limited both as to those funds remaining after payment to the successor Contractor but shall

not exceed the value of the work actually performed by the terminated Contractor. Further, should the total cost for work performed under this contract exceed the amount stated in this agreement due to the Contractor's termination, then the Owner shall have a cause of action against the terminated Contractor for any such additional cost.

26. If, through any cause, the Contractor shall fail to fulfill in a timely and proper manner his obligations under this Contract, or if the Contractor shall violate any of the covenants, agreements, or stipulations of this Contract, DOH shall, thereupon, have the right to terminate this Contract by giving written notice to the Contractor of such termination and specifying the effective date of such termination. In such event, all unfinished work required by the Contractor under this Contract shall, at the option of the DOH, be completed or not.

27. Payments

- 1) DOH/Homeowner shall pay the Contractor the price as provided in this contract.
- 2) DOH shall make progress payments approximately every 30 days as the work proceeds, on estimates of work accomplished which meets the standards of quality established under the contract, as approved by the Contracting Officer. DOH may, subject to written determination and approval of the Contracting Officer, make more frequent payments to contractors which are qualified small businesses.
- 3) Before the first progress payment under this contract, the Contractor shall furnish, in such detail as requested by the Contracting Officer, a breakdown of the total contract price showing the amount included therein for each principal category of the work, which shall substantiate the payment amount requested in order to provide a basis for determining progress payments. The breakdown shall be approved by the Contracting Officer and must be acceptable to DOH. The values and quantities employed in making up this breakdown are for determining the amount of progress payments and shall not be construed as a basis for additions to or deductions from the contract price. The Contractor shall prorate its overhead and profit over the construction period of the contract.
- 4) The Contractor shall submit, on AIA forms provided by DOH, periodic estimates showing the value of the work performed during each period based upon the approved breakdown of the contract price. Such estimates shall be submitted not later than 14 days in advance of the date set for payment and are subject to correction and revision as required. The estimates must be approved by the Contracting Officer with the concurrence of the architect prior to payment. If the contract covers more than one project, the Contractor shall furnish a separate progress payment estimate for each.
- 5) Along with each request for progress payments and the required estimates, the Contractor shall furnish lien waivers and labor releases as good and sufficient evidence that the premises are free from all liens, damages, and anything chargeable to said contractor.
- 6) Except as otherwise provided in State law, DOH shall retain five (5) percent of the amount of progress payments until completion and acceptance of all work under the contract; except, that if upon completion of 50 percent of the work, the Contracting Officer, after consulting with the Architect, determines that the Contractor's performance and progress are satisfactory, DOH may make the remaining payments in full for the work subsequently completed. If the Contracting Officer subsequently determines that the Contractor's performance and progress are unsatisfactory, DOH shall reinstate the five (5) percent retainage until such time as the Contracting Officer determines that performance and progress are satisfactory. Retainage will be released 90 days after project completion.
- 7) The Contracting Officer may authorize material delivered on the site and preparatory work done to be taken into consideration when computing progress payments. Material delivered to the Contractor at locations other than the site may also be taken into consideration if the Contractor furnishes satisfactory evidence that (1) it has acquired title to such material; (2) the material is properly stored in a bonded warehouse, storage yard, or similar suitable place as may be approved by the Contracting Officer; (3) the material is insured to cover its full value; and (4) the material will be used to perform this contract. Before any progress payment which includes delivered material is made, the Contractor shall furnish such documentation as the Contracting Officer may require to assure the protection of DOH's/Homeowner's interest in such materials. The Contractor shall remain responsible for such stored material notwithstanding the transfer of title to the Homeowner.

- 8) All material and work covered by progress payments made shall, at the time of payment become the sole property of the Homeowner, but this shall not be construed as (1) relieving the Contractor from the sole responsibility for all material and work upon which payments have been made or the restoration of any damaged work; or, (2) waiving the right of DOH/Homeowner to require the fulfillment of all of the terms of the contract. In the event the work of the Contractor has been damaged by other contractors or persons other than employees of DOH in the course of their employment, the Contractor shall restore such damaged work without cost to DOH/Homeowner and to seek redress for its damage only from those who directly caused it.
- 9) DOH shall make the final payment due the Contractor under this contract after (1) completion and final acceptance of all work; and (2) presentation of release of all claims against DOH/Homeowner arising by virtue of this contract, other than claims, in stated amounts, that the Contractor has specifically excepted from the operation of the release. Each such exception shall embrace no more than one claim, the basis and scope of which shall be clearly defined. The amounts for such excepted claims shall not be included in the request for final payment. A release may also be required of the assignee if the Contractor's claim to amounts payable under this contract has been assigned.
- 10) Prior to making any payment, the Contracting Officer may require the Contractor to furnish receipts or other evidence of payment from all persons performing work and supplying material to the Contractor, if the Contracting Officer determines such evidence is necessary to substantiate claimed costs.
- 11) DOH shall not; (1) determine or adjust any claims for payment or disputes arising there under between the Contractor and its subcontractors or material suppliers; or, (2) withhold any moneys for the protection of the subcontractors or material suppliers. The failure or refusal of DOH to withhold moneys from the Contractor shall in nowise impair the obligations of any surety or sureties under any bonds furnished under this contract.

28. Changes

- (a) The Contracting Officer may, at any time, without notice to the sureties, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract including changes:
 - (1) In the specifications (including drawings and designs);
 - (2) In the method or manner of performance of the work;
 - (3) Directing the acceleration in the performance of the work.
- (b) Any other written order or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; provided, that the Contractor gives the Contracting Officer written notice stating (1) the date, circumstances and source of the order and (2) that the Contractor regards the order as a change order.
- (c) Except as provided in this clause, no order, statement or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.
- (d) If any change under this clause causes an increase or decrease in the Contractor's cost of, or the time required for the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for a adjustment based on defective specifications, no proposal for any change under paragraph (b) above shall be allowed for any costs incurred more than 20 days (5 days for oral orders) before the Contractor gives written notice as required. In the case of defective specifications for which DOH is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.
- (e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause, or (2) the furnishing of a written notice under paragraph (b) of this clause, by submitting a written statement describing the general nature and the amount of the proposal. If the facts justify it, the Contracting Officer may extend the period for submission. The proposal may be included in the notice required under paragraph (b) above. No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.
- (f) The Contractor's written proposal for equitable adjustment shall be submitted in the form of a lump sum proposal supported with an itemized breakdown of all increases and decreases in the contract in at least the following details:

- (1) Direct Costs. Materials (list individual items, the quantity and unit cost of each, and the aggregate cost); Transportation and delivery costs associated with materials; Labor breakdowns by hours or unit costs (identified with specific work to be performed); Construction equipment exclusively necessary for the change; Costs of preparation and/ or revision to shop drawings resulting from the change; Worker's Compensation and Public Liability Insurance; Employment taxes under FICA and FUTA; and, Bond Costs when size of change warrants revision.
- (2) Indirect Costs. Indirect costs may include overhead, general and administrative expenses, and fringe benefits not normally treated as direct costs.
 - a. Overhead on work performed by General Contractor for the General Contractor – 10 percent above Direct Costs.
 - b. Overhead on work performed by Subcontractor for the Subcontractor – 10 percent above Direct Costs.
 - c. Overhead on work performed by Subcontractor for General Contractor – 5 percent above Direct Costs
- (3) Profit. The amount of profit shall be negotiated and may vary according to the nature, extent, and complexity of the work required by the change. Generally
 - a. Profit on Work Performed by General Contractor for General Contractor – 5 percent profit above Direct Costs
 - b. Profit on Work Performed by Subcontractor for Subcontractor – 5 percent profit above Direct Costs
 - c. Profit on Work Performed by Subcontractor for General Contractor – 2.5 percent above Direct Costs

The allowability of the direct and indirect costs shall be determined in accordance with the Contract Cost Principles and Procedures for Commercial Firms in Part 31 of the Federal Acquisition Regulation (48 CFR 1-31), as implemented by HUD Handbook 2210.18, in effect on the date of this contract. Equitable adjustments for deleted work shall include a credit for profit and may include a credit for indirect costs. On proposals covering both increases and decreases in the amount of the contract, the application of indirect costs and profit shall be on the net- change in direct costs for the Contractor or subcontractor performing the work

- (g) The Contractor shall include in the proposal its request for time extension (if any), and shall include sufficient information and dates to demonstrate whether and to what extent the change will delay the completion of the contract in its entirety.
- (h) The Contracting Officer shall act on proposals within 30 days after their receipt, or notify the Contractor of the date when such action will be taken.
- (i) Failure to reach an agreement on any proposal shall be a dispute under the clause entitled Disputes herein. Nothing in this clause, however, shall excuse the Contractor from proceeding with the contract as changed.
- (j) Except in an emergency endangering life or property, no change shall be made by the Contractor without a prior order from the Contracting Officer.

29. Disputes

- 1) "Claim," as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to the contract. A claim arising under the contract, unlike a claim relating to the contract, is a claim that can be resolved under a contract clause that provides for the relief sought by the claimant. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim. The submission may be converted to a claim by complying with the requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.
- 2) Except for disputes arising under the clauses entitled Labor Standards - Davis Bacon and Related Acts, herein, all disputes arising under or relating to this contract, including any claims for damages for the alleged breach thereof which are not disposed of by agreement, shall be resolved under this clause.
- 3) All claims by the Contractor shall be made in writing and submitted to the Contracting Officer for a written decision.

- 4) A claim by the Homeowner against the Contractor shall be subject to a written decision by the Contracting Officer.
 - 5) The Contracting Officer shall, within calendar 60 (unless otherwise indicated) days after receipt of the request, decide the claim or notify the Contractor of the date by which the decision will be made.
 - 6) The Contracting Officer's decision shall be final unless the Contractor (1) appeals in writing to a higher level in DOH in accordance with DOH's policy and procedures, (2) refers the appeal to an independent mediator or arbitrator, or (3) files suit in a court of competent jurisdiction. Such appeal must be made within (30 unless otherwise indicated) calendar days after receipt of the Contracting Officer's decision.
 - 7) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under or relating to the contract, and comply with any decision of the Contracting Officer.
30. The Contractor will not discriminate against any employee or applicant for employment because of race, color, creed, religion, sex, sexual preference, national origin, or mental or physical disability during the performance of this agreement. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, in all employment practices such as the following: employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship, without regard to their race, color, creed, religion, sex, sexual preference, national origin or mental or physical disability. This provision will be inserted in all subcontracts, if any, for work covered by this agreement.
31. Equal Employment Opportunity (EEO) Clause
- During the performance of this contract, the Contractor agrees as follows:
- 1) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
 - 2) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
 - 3) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representative of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
 - 4) The Contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
 - 5) The Contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
 - 6) In the event of the Contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by the rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- 7) The Contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. Provided, however, that in the event a Contractor becomes involved in, or is threatened with litigation with a subcontractor or vendor as a result of such direction by the administering agency the contractor may request the United States to enter into such litigation to protect the interests of the United States.
32. In the event of the Contractor's noncompliance with this equal opportunity clause or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further contracts in accordance with procedures authorized in Presidential Executive Order 11246, or by rule, regulations, or order of the Secretary of Labor or as provided by law.
33. The following applies to all contracts of \$10,000,000.00 or more: SECTION 402 VETERANS OF THE VIETNAM ERA. AFFIRMATIVE ACTION FOR DISABLED VETERANS AND VETERANS OF THE VEITNAM ERA. The Contractor will not discriminate against any employee or applicant for employment because he or she is a disabled veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified disabled veterans and veterans of the Vietnam era without discrimination based upon their disability or veteran status in all employment practices such as the following: employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.
34. No officer, employee or member of the Governing Body of the Municipality shall have any financial interest, direct or indirect, in this contract or the proceeds of this loan.
35. DOH retains the right to reject any or all bids or any part of any bid in part or in whole if deemed to be in the best interest of the project.
36. Substitutions of materials from that specified are only allowed on an approved/equal basis. The Contractor must submit written documentation of the substitute item or material for approval by the Owner and Program prior to making such substitution. Any items or material substituted by the Contractor without prior written approval of the Owner and Program will at the Contractor's expense be replaced if it is determined not to be equal to the item or material specified. Any surrounding, adjoining, or dependent items affected by replacement of the unequal substituted material shall also be replaced, reworked, and reinstalled at no cost to the Owner.
37. Bids shall contain prices for general categories of work and/or items as specified on the provided bid sheets. In the case of a mathematical error by the Contractor, the correct sum of the individual line items in the cost summary shall be the Contractor's bid.
38. All bids shall remain in effect for thirty (30) calendar days.
39. The Owner will supply all necessary power required by the Contractor at no additional cost to complete his work. Power shall be limited to the use of existing outlets and shall not exceed the existing capacity of the system. Power required over the capacity of the existing electrical system shall be the responsibility of the Contractor. Heating during construction shall be supplied by the Owner.
40. If any unseen or unknown asbestos related conditions arise during the work the Contractor shall stop all work immediately and notify the DOH of such.
41. OTHER PROVISIONS – LEAD BASED PAINT

For properties built before 1978, if the project will involve disturbing painted surfaces or cleaning up lead contaminated dust or soil, use certified renovation or lead abatement contractors and workers using lead-safe work practices and clearance examinations consistent with the more stringent of EPA's Renovation, Repair, and Painting Rule and HUD's Lead Safe Housing Rule. The Contractor shall comply with the requirements concerning lead-based paint contained in the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4821-4846) as implemented by 24 CFR Part 35 and EPA's Repair Renovation, and Painting Rule at 40 CFR.80 Subpart E.

Any and all rehabilitation work under this Agreement will comply with the requirements of the Federal Lead-Based Paint Poisoning Prevention Act (42 U.S.C. 4831) which prohibits the use of lead-based paint in residential structures constructed or rehabilitated with Federal Assistance in any form.

The construction or rehabilitation of residential structures with assistance provided under this contract is subject to the final regulations "Requirements for Notification, Evaluation and Reduction of Lead-Based Paint Hazards in Federally owned Residential Property and Housing Receiving Federal Assistance." The regulation is at 24 CFR part 35. It implements sections 1012 and 1013 of the Residential Lead-Based Paint Hazard Reduction Act of 1992, Title X, of the Housing and Community Development Act of 1992. Sections 1012 and 1013 amend the Lead-Based Paint Poisoning Prevention Act of 1971.

Beginning April 22, 2010, the Contractor is required to have a certificate from a 6 hour EPA/HUD RRP lead remediation course.

41. The Contractor shall comply with the provisions of the immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold DOH, its agents and the Homeowner harmless for the failure to comply with the provisions of said A

SECTION 00 01 15

LIST OF DRAWING SHEETS

1.1 LIST OF DRAWINGS

- A. Drawings: Drawings consist of the Contract Drawings and other drawings listed on the Table of Contents page of the separately bound drawing set titled 'Project 1405 – 9 Derby Avenue, Milford, CT, Connecticut Department of Housing, Community Development Block Grant, Disaster Recovery Program, Scattered Site Rehabilitation and Rebuilding Program, dated December 2020, as modified by subsequent Addenda and Contract modifications.
- B. List of Drawings: Drawings consist of the following Contract Drawings and other drawings of the type indicated.

SHEET NO.	TITLE
T-0.0	TITLE SHEET
A-1.0	FLOOR PLANS – 1
A-2.0	FLOOR PLANS – 2
A-3.0	ARCHITECTURAL PHOTO NOTES
A-5.0	SCHEDULES
MP-1.0	M.E.P. PLAN – 1
MP-2.0	M.E.P. PLAN – 2
MP-3.0	M.E.P. PLAN – 3

END OF SECTION

SECTION 01 10 00

SUMMARY OF WORK

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. Supplemental General Conditions
3. Work covered by Contract Documents.
4. Phased construction.
5. Access to site.
6. Coordination with occupants.
7. Work restrictions.
8. Miscellaneous provisions.

B. Related Requirements:

1. Section 015000 "Temporary Facilities and Controls" for limitations and procedures governing temporary use of Owner's facilities.

1.3 PROJECT INFORMATION

A. Project Identification: CT DOH Project 1405

1. Project Location: 9 Derby Avenue, Milford, CT

B. Owner: Johanna Maciag

1.4 SUPPLEMENTAL GENERAL CONDITIONS

- A. The following provisions are intended to supplement and complement each other and shall, where possible, be thus interpreted. If, however, any provision of the Project Documents irreconcilably conflicts with one or more of the following provisions, the provision imposing the greater duty or obligation on the Contractor shall govern. Where referenced herein MCA shall mean Martinez Couch & Associates, LLC.

1. Contractor shall comply with all current Local, State, and Federal regulations and guidelines for Covid-19. As regulations and guidelines may be revised the contractor shall comply with said regulations and guidelines.
 - a. All workers shall wear Personal Protective Equipment (PPE) including a face mask covering the nose and mouth while on the project site.
2. Contractor shall supply all materials (except where indicated), labor, tools, equipment, and supplies required to complete the total Project in accordance with the drawings, specifications and other Contract Documents. Prior to beginning Work, Contractor shall list any discrepancies in scope and report to MCA for resolution.
3. Contractor shall provide all coordination of all Work with Owner, vendors, DOH, and DOH agents as required for project completion.
4. Contractor will develop a comprehensive logistics plan for all activities that affect the Owner.
5. Contractor shall, at MCA's request be responsible for submitting Construction Report's (CR's) for the periodic increments specified by MCA, indicating subcontractors, total number of people working, description of Work completed, including total hours worked that day, and any major deliveries.
6. Contractor shall secure and pay for a dumpster for all refuse and waste material. The dumpster location will be determined by the Property Owner or MCA.
7. Contractor shall erect and maintain dust-barriers to separate living areas from areas of construction.
8. In the event of a required utility shutdown, Contractor will diligently schedule work with the Owner. Contractor will give the Owner Project Manager at least three (3) days advance notice of any proposed utility shutdown.
9. Contractor shall comply with all of the legal regulations, including, but not limited to, OSHA safety regulations and regulations of municipal, city, local, and other government agencies having jurisdiction concerning the Work. Contractor shall give all notices and comply with all laws, ordinances, codes, rules and regulations bearing on the conduct of the Work. If Contractor performs any Work that is contrary to such laws, ordinances, codes, rules, and regulations, it shall make all changes to comply therewith and bear all costs arising therefrom.
10. All permits, required for any part of Contractor's Work, including those to be obtained in the Owner's name, shall be procured and paid for by Contractor.
11. Contractor to secure and pay for temporary sanitary facilities for use during construction period.

1.5 WORK COVERED BY CONTRACT DOCUMENTS

- A. The Work of Project is defined by the Contract Documents.
- B. Existing HVAC system and ducting in the residential structure will be modified as indicated on the drawings. The contractor shall furnish and install the specified supply air (S.A.) ceiling registers in the specified locations. The contractor shall remove all kinks from existing ducting and re-seal all existing ducting connection with new HVAC tape for proper seal in the Attic. The installation of a new round 6" diameter sheet metal duct from attic to the first-floor laundry room, the contractor shall enclose the new 6" sheet metal duct in the closet and patch to match existing adjacent finishes. The existing S.A. ducting in the first-floor bathroom ceiling shall be removed and new sheet metal ducting fabricated and connected to the new registers scheduled to be installed on the walls outside the bathroom. The existing condensate drain line located in the storage area beneath the elevated structure shall be removed and replaced as indicated on drawings and new heat trace cable and plumbing insulation installed. A licensed mechanical contractor shall commission and make any necessary adjustments to dampers for a fully functioning HVAC system. The project scope includes all trades to furnish and install all materials for a complete residence as indicated on the plans and meeting requirements of the specifications.
- C. The Contractor is responsible for obtaining, and all costs associated with, required permits from authorities having jurisdiction. The Contractor shall provide and pay for the cost of all utility coordination for utility disconnects and reconnections. All disturbed surfaces are to be restored substantially to the condition they existed prior to the start of construction. All work shall be performed in accordance with the contract drawings, specifications, and applicable codes. The Contractor is responsible for surveying the existing conditions and record existing conditions of the house by use of preconstruction photographs or video to document any conditions that might be misconstrued as damage cause by program work. Contractor is expected to complete their own due diligence during the bid process. Any need for clarification shall be presented to MCA for resolution prior to bid submission. Bid submission is statement of understanding work required for successful completion at the offered fee.
- D. PROJECT SCOPE
 - 1. SELECTIVE DEMOLITION -
 - a. Remove and dispose offsite all existing finishes and materials as required to complete work indicated on drawing but are not limited to:
 - 1) Furnish and install all new ducting and HVAC equipment
 - 2) Furnish and install new furnace condensate drain line, heat trace cable, and plumbing pipe insulation.
 - b. Salvage and store onsite all items indicated on drawings.
 - c. Demolish and remove offsite all items as indicated on drawings.
- E. FRAMING/ROUGH CARPENTRY
 - 1. Furnish and install materials for project work in accordance with drawings and specifications; items include but are not limited to the following:
 - a. New wall framing to enclose new 6" sheet metal duct in closet on second floor.

- F. ARCHITECTURAL WOODWORK/FINISH CARPENTRY - Furnish and install materials for project work in accordance with drawings and specifications; scope of work includes but is not limited to the following:
1. Remove and reset trims, casings, and associated materials as required to complete work.
 2. To install new sheet metal ducting in areas indicated on drawings
 3. Replacement of wood trim at loft bedroom closet for closet door replacement.
 4. Furnish and install new materials as required in accordance with and as indicated in drawings and specifications.
- G. FINISHES - Furnish and install materials for project work in accordance with drawings and specifications; scope of work includes but is not limited to the following:
1. Prime, paint and stain all finished surfaces where indicated on drawings and as required to patch and repair building components damaged by construction
 2. Detach, salvage, and reinstall any building materials required to complete the work.
 3. Gypsum board finishes, to enclose new ducting within closet on second floor.
 4. Patch and repair all finishes disturbed to install new supply air registers.
 5. Repainting of surfaces indicated on drawings.
- H. MECHANICAL - Furnish and install materials for project work in accordance with drawings and specifications; scope of work includes but is not limited to the following:
1. General
 - a. Adjust and balance HVAC system after modification of ducting.
 - b. Prepare Tests and Reports.
 2. First Floor
 - a. Replace five (5) registers with 12x6 Titus 301FL registers with opposed blade dampers
 - b. Install new register in ceiling of first floor bathroom.
 - c. Replace ducting in dropped ceiling of first floor bathroom eliminating flex ducting supplying two registers at living/dining room.
 - d. Install new 12x6 Titus 301FL register with opposed blade damper in first floor laundry room. Connect to new duct routed from attic to first floor ceiling through second floor loft bedroom.
 3. Second Floor
 - a. Replace five ceiling mounted registers with 12x6 Titus 301FL registers with opposed blade dampers
 - b. Install section of 6" round metal ducting from attic to first floor in closet of loft bedroom.
 4. Attic
 - a. Remove register from main duct takeoff in attic. Seal location of register
 - b. Seal flex duct connections to sheet metal ducting.
 - c. Replace boot connection to second floor ceiling mounted registers and seal.
 - d. Re-route two runs of 6" flex ducting to shorten runs and eliminate kinks in ducting.
 - e. Install and insulate new run of 6" round sheet metal duct to transition down above second floor loft bedroom closet
- I. ELECTRICAL - Furnish and install materials for project work in accordance with drawings and specifications; scope of work includes but is not limited to the following:
1. Replacement heat trace cable and new heat trace cable for condensate drain line in attic and in grade level storage room beneath house.

2. Additional GFCI receptacle for heat trace as required.

J. PLUMBING - Complete all work in accordance with drawings and specifications. Furnish and install all materials as required.

1. Furnish and install all materials required to install new furnace condensate drain line in storage area.

a. Remove existing furnace condensate drain line in storage room back to ceiling from p-trap.

b. Furnish and install new condensate line, drop new condensate line below existing ceiling finishes.

2. Furnish and install all materials in accordance with specifications, drawings for heat tracing and piping insulation on,

a. New furnace condensate drain line in Storage Room beneath house.

b. Existing condensate drain line in attic space from furnace to duct chase.

1.6 PHASED CONSTRUCTION

A. Work shall be phased as to maintain heating ventilation and cooling systems (HVAC) operable at the end of each working day.

1.7 ACCESS TO SITE

A. Contractor shall provide and maintain a lock box with key at project set with 4 digit code to retain key to house for work.

B. 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 areas identified on drawings.

2. Driveways, Walkways and Entrances: Keep driveways and entrances serving premises clear and available to Owner, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

a. Schedule deliveries to minimize use of driveways and entrances by construction operations.

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

C. 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.

1.8 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.

1.9 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.
- B. On-Site Work Hours: Limit work in the existing building to normal business working hours of 8 a.m. to 5:00 p.m., Monday through Friday, unless otherwise indicated.
 1. Weekend Hours: Work may be completed during weekends subject to written agreement between Owner, MCA and Contractor establishing hours of operation.
- 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 MCA and Owner not less than two days in advance of proposed utility interruptions.
- D. Controlled Substances: Use of tobacco products and other controlled substances within the existing building and on Project site is not permitted

1.10 SPECIFICATION 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.

1.11 MISCELLANEOUS PROVISIONS

A. PROGRESS CLEANING

1. Establish a system for daily collection and disposal of waste materials from construction areas and elsewhere on the Project site. Enforce requirements strictly.
2. Remove and legally dispose of all rubbish, debris, and damaged material. Do not allow trash and combustible materials to accumulate in the Building or on the site. Do not hold collected materials at the site longer than seven days.
 - a. Do not bury or burn waste materials on the site.
 - b. Do not wash waste materials into sewers, waterways or wetland areas.
3. Transport demolished materials off Owner's property and dispose of them legally
4. Handle waste materials that are hazardous, dangerous, or unsanitary, separately from other inert waste by appropriate containerizing.
5. Provide rodent-proof containers conveniently located on each floor level to encourage depositing of garbage and similar wastes by construction personnel.

B. CLEANING, MAINTENANCE AND PROTECTION

1. During handling and installation of products at the Project site, clean and protect the work in progress, as well as the adjoining work, as part of a continuing maintenance program.
2. Clean each element at the time of installation. Apply protective coverings on installed work, where required to protect from damage or deterioration, up to Substantial Completion and acceptance of the Work.
3. Adjust and lubricate operable components of equipment installed.
4. After painting operations have begun in an area, do cleaning only with commercial vacuum cleaning equipment. Do not use brooms.
5. Cover existing carpeting and floor finishes to remain to prevent damage and soiling during selective demolition. Install temporary partitions to contain dust from adjacent areas not included in the renovation area.
6. Clean adjacent structures and improvements of dust, dirt and debris caused by selective demolition. Return adjacent areas to condition existing before start of selective demolition.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 01 21 00

ALLOWANCES

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 governing allowances.
 - 1. Certain items are specified in the Contract Documents by allowances. Allowances have been established in lieu of additional requirements and to defer selection of actual materials and equipment to a later date when direction will be provided to Contractor. If necessary, additional requirements will be issued by Change Order.
- B. Types of allowances include the following:
 - 1. Lump-sum allowances.
 - 2. Testing and inspecting allowances.
- C. Related Requirements:
 - 1. Section 01 40 00 "Quality Requirements" for procedures governing the use of allowances for testing and inspecting.

1.3 SELECTION AND PURCHASE

- A. At the earliest practical date after award of the Contract, advise MCA of the date when final selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- B. At MCA's request, obtain proposals for each allowance for use in making final selections. Include recommendations that are relevant to performing the Work.
- C. Purchase products and systems selected by MCA from the designated supplier.

1.4 ACTION SUBMITTALS

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

1.5 INFORMATIONAL SUBMITTALS

- A. Submit invoices or delivery slips to show actual quantities of materials delivered to the site for use in fulfillment of each allowance.
- B. Submit time sheets and other documentation to show labor time and cost for installation of allowance items that include installation as part of the allowance.
- C. Coordinate and process submittals for allowance items in same manner as for other portions of the Work.

1.6 COORDINATION

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

1.7 LUMP-SUM ALLOWANCES

- A. Allowance shall include cost to Contractor of specific products and materials ordered by Owner or selected by MCA under allowance and shall include taxes, freight, and delivery to Project site.
- B. Unless otherwise indicated, Contractor's costs for receiving and handling at Project site, labor, installation, overhead and profit, and similar costs related to products and materials selected by MCA under allowance shall be included as part of the Contract Sum and not part of the allowance.
- C. Unused Materials: Return unused materials purchased under an allowance to manufacturer or supplier for credit to Contracting Authority, after installation has been completed and accepted.

1.8 TESTING AND INSPECTING ALLOWANCES

- A. Testing and inspecting allowances include the cost of engaging testing agencies, actual tests and inspections, and reporting results.
- B. The allowance does not include incidental labor required to assist the testing agency or costs for retesting if previous tests and inspections result in failure. The cost for incidental labor to assist the testing agency shall be included in the Contract Sum.
- C. Costs of services not required by the Contract Documents are not included in the allowance.
- D. At Project closeout, credit unused amounts remaining in the testing and inspecting allowance to Contracting Officer by Change Order.

1.9 ADJUSTMENT OF ALLOWANCES

- A. Allowance Adjustment: To adjust allowance amounts, prepare a Change Order proposal based on the difference between purchase amount and the allowance, multiplied by final measurement of

work-in-place where applicable. If applicable, include reasonable allowances for cutting losses, tolerances, mixing wastes, normal product imperfections, and similar margins.

1. Include installation costs in purchase amount only where indicated as part of the allowance.
 2. If requested, prepare explanation and documentation to substantiate distribution of overhead costs and other margins claimed.
 3. Submit substantiation of a change in scope of work, if any, claimed in Change Orders related to unit-cost allowances.
 4. MCA reserves the right to establish the quantity of work-in-place by independent quantity survey, measure, or count.
- B. Submit claims for increased costs because of a change in scope or nature of the allowance described in the Contract Documents, whether for the purchase order amount or Contractor's handling, labor, installation, overhead, and profit.
1. Do not include Contractor's or subcontractor's indirect expense in the Change Order cost amount unless it is clearly shown that the nature or extent of work has changed from what could have been foreseen from information in the Contract Documents.
 2. No change to Contractor's indirect expense is permitted for selection of higher- or lower-priced materials or systems of the same scope and nature as originally indicated.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 PREPARATION

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

3.3 SCHEDULE OF ALLOWANCES

- A. Allowance No. 1 Lump Sum Allowance: Include the sum of \$5,000 contingency for unforeseen work.
1. This allowance includes material cost, receiving, handling, and installation, and Contractor overhead and profit.

The State of Connecticut Department of Housing Bid Documents
Community Development Block Grant
Disaster Recovery Program (CDBG-DR)
Owner Occupied Rehabilitation and Rebuilding Program

Bid Documents
Project #1405
9 Derby Avenue
Milford, CT

SECTION 01 22 00

UNIT PRICES

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 unit prices.
- B. Related Requirements:
 - 1. Section 01 40 00 "Quality Requirements" for general testing and inspecting requirements.

1.3 DEFINITIONS

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

1.4 PROCEDURES

- A. Unit prices include all necessary material, plus cost for delivery, installation, insurance, applicable taxes, overhead, and profit.
- B. Measurement and Payment: See individual Specification Sections for work that requires establishment of unit prices. Methods of measurement and payment for unit prices are specified in those Sections.
- C. Owner reserves the right to reject Contractor's measurement of work-in-place that involves use of established unit prices and to have this work measured, at MCA or Owner's expense, by an independent surveyor acceptable to Contractor.
- D. List of Unit Prices: A schedule of unit prices is included in Part 3. Specification Sections referenced in the schedule contain requirements for materials described under each unit price.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF UNIT PRICES

A. No Unit Prices Scheduled

END OF SECTION

SECTION 01 23 00

ALTERNATES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

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

1.3 DEFINITIONS

- A. Alternate: An amount proposed by bidders and stated on the Bid Form for certain work defined in the bidding requirements that may be added to or deducted from the base bid amount if Owner decides to accept a corresponding change either in the amount of construction to be completed or in the products, materials, equipment, systems, or installation methods described in the Contract Documents.
 - 1. Alternates described in this Section are part of the Work only if enumerated in the Agreement.
 - 2. The cost or credit for each alternate is the net addition to or deduction from the Contract Sum to incorporate alternate into the Work. No other adjustments are made to the Contract Sum.

1.4 PROCEDURES

- A. Coordination: Revise or adjust affected adjacent work as necessary to completely integrate work of the alternate into Project.
 - 1. Include as part of each alternate, miscellaneous devices, accessory objects, and similar items incidental to or required for a complete installation whether or not indicated as part of alternate.
- B. Notification: Immediately following award of the Contract, notify each party involved, in writing, of the status of each alternate. Indicate if alternates have been accepted, rejected, or deferred for later consideration. Include a complete description of negotiated revisions to alternates.
- C. Execute accepted alternates under the same conditions as other work of the Contract.

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

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 SCHEDULE OF ALTERNATES

- A. No Alternates scheduled.

END OF SECTION

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.
- B. Related Requirements:
 - 1. Section 01 21 00 "Allowances" for products selected under an allowance.
 - 2. Section 01 23 00 "Alternates" for products selected under an alternate.
 - 3. Section 01 60 00 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

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 CSI Form 13.1A.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.

- b. Coordination 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. Product Data, including drawings and descriptions of products and fabrication and installation procedures. Including samples, where applicable or requested.
 - d. Certificates and qualification data, where applicable or requested.
 - e. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.
 - f. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
 - g. Cost information, including a proposal of change, if any, in the Contract Sum.
 - h. 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.
 - i. 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. MCA's Action: If necessary, MCA will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. MCA 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 MCA's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if MCA 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.

1.6 PROCEDURES

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

PART 2 - PRODUCTS

2.1 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: MCA will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, MCA 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. Requested substitution provides sustainable design characteristics that specified product provided.
 - c. Substitution request is fully documented and properly submitted.
 - d. Requested substitution will not adversely affect Contractor's construction schedule.
 - e. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - f. Requested substitution is compatible with other portions of the Work.
 - g. Requested substitution has been coordinated with other portions of the Work.
 - h. Requested substitution provides specified warranty.
 - i. 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: MCA will consider requests for substitution if received within 60 days after the Notice to Proceed. Requests received after that time may be considered or rejected at discretion of MCA.
 1. Conditions: MCA will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, MCA will return requests without action, except to record noncompliance with these requirements:
 - a. Requested substitution does not require extensive revisions to the Contract Documents.
 - b. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - c. Substitution request is fully documented and properly submitted.
 - d. Requested substitution will not adversely affect Contractor's construction schedule.
 - e. Requested substitution has received necessary approvals of authorities having jurisdiction.
 - f. Requested substitution is compatible with other portions of the Work.
 - g. Requested substitution has been coordinated with other portions of the Work.
 - h. Requested substitution provides specified warranty.
 - i. 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.

PART 3 - EXECUTION (Not Used)

END OF SECTION

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 21 00 "Allowances" for procedural requirements governing the handling and processing of allowances.

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 other required administrative forms and schedules, including the following:
 - a. Application for Payment forms with continuation sheets.
 - b. Submittal schedule.
 - c. Items required to be indicated as separate activities in Contractor's construction schedule.
 2. Submit the schedule of values to MCA 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. MCA's name and project number.
 - c. Contractor's name and address.
 - d. Date of submittal.
2. Arrange schedule of values consistent with format of AIA Document G703 or EJCDC Document C-620. 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. Change Orders (numbers) that affect value.
 - d. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
 3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
 4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
 5. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
 6. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
 - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.
 7. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.5 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by MCA.
 1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: Submit Application for Payment to MCA by the 7th day of the month. The period covered by each Application for Payment is one month in accordance with Section 2 of the general conditions section of this document.

1. Submit draft copy of Application for Payment 10 days prior to due date for review by MCA.
- C. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- D. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. MCA 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.
- E. Stored Materials: No payment will be made for stored materials (either on-site or off-site).
- F. Transmittal: Submit three signed and notarized original copies of each Application for Payment to MCA 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 entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 2. When an application shows completion of an item, submit conditional final or full waivers.
 3. MCA reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Forms: Submit executed waivers of lien on forms acceptable to MCA.
- 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. Submittal schedule (preliminary if not final).
 6. Copies of building permits.

7. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 8. Certificates of insurance and insurance policies.
 9. Performance and payment bonds.
- I. Application for Payment at Substantial Completion: After MCA 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. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
 5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
 6. AIA Document G707, "Consent of Surety to Final Payment."
 7. Evidence that claims have been settled.
 8. Final meter readings for utilities, as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
 9. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

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. Requests for Information (RFIs).
 - 4. Project meetings.
- B. Each contractor shall participate in coordination requirements. Certain areas of responsibility are assigned to a specific contractor.
- C. Related Requirements:
 - 1. Section 01 73 00 "Execution" for procedures for coordinating general installation and field-engineering services, including establishment of benchmarks and control points.
 - 2. Section 01 77 00 "Closeout Procedures" for coordinating closeout of the Contract.

1.3 DEFINITIONS

- A. RFI: Request from, 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. Use CSI Form 1.5A. Include the following information in tabular form:
 - 1. Name, address, and telephone number of entity performing subcontract or supplying products.
 - 2. Number and title of related Specification Section(s) covered by subcontract.
 - 3. Drawing number and detail references, as appropriate, covered by subcontract.

- B. Key Personnel Names: Within 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 telephone numbers, including home, office, 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.

1.5 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. Prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.
1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.
- C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of subcontractors 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.
- D. Conservation: Coordinate construction activities to ensure that operations are carried out 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.

1.6 REQUESTS FOR INFORMATION (RFIs)

- A. General: Immediately on discovery of the need for additional information or interpretation of the Contract Documents, Contractor shall prepare and submit an RFI in the form specified.
1. MCA will return RFIs submitted to MCA by other entities controlled by Contractor with no response.
 2. Coordinate and submit RFIs in a prompt manner so as to avoid delays in Contractor's work or work of subcontractors.
- B. Content of the RFI: Include a detailed, legible description of item needing information or interpretation and the following:
1. Project name.
 2. Project number.
 3. Date.
 4. Name of Contractor.
 5. Name of Contract
 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.
- C. RFI Forms: AIA Document G716 or Software-generated form with substantially the same content as indicated above, acceptable to MCA.
1. Attachments shall be electronic files in Adobe Acrobat PDF format.
- D. MCA's Action: MCA will review each RFI, determine action required, and respond. Allow seven working days for MCA's response for each RFI. RFIs received 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 MCA's actions on submittals.
 - g. Incomplete RFIs or inaccurately prepared RFIs.
 2. MCA's action may include a request for additional information, in which case MCA's time for response will date from time of receipt of additional information.
- E. RFI Log: Prepare, maintain, and submit a tabular log of RFIs organized by the RFI number. Submit log monthly Use CSI Log Form 13.2B. Include the following:
1. Project name.

2. Name and address of Contractor.
 3. Name and address of MCA.
 4. RFI number including RFIs that were returned without action or withdrawn.
 5. RFI description.
 6. Date the RFI was submitted.
 7. Date MCA's response was received.
- F. On receipt of MCA's action, update the RFI log and immediately distribute the RFI response to affected parties. Review response and notify MCA within seven days if Contractor disagrees with response.
1. Identification of related Minor Change in the Work, Construction Change Directive, and Proposal Request, as appropriate.

1.7 PROJECT MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and MCA of scheduled meeting dates and times.
 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 MCA, within three days of the meeting.
- B. Preconstruction Conference: MCA will schedule and conduct a preconstruction conference before starting construction, at a time convenient to Owner and MCA, but no later than 10 days after a notice to proceed.
1. Conduct the conference to review responsibilities and personnel assignments.
 2. Attendees: Owner, MCA, and their consultants; Contractor and its superintendent. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that could affect progress, including the following:
 - a. Tentative construction schedule.
 - b. Phasing.
 - c. Critical work sequencing and long-lead items.
 - d. Designation of key personnel and their duties.
 - e. Lines of communications.
 - f. Procedures for processing field decisions and Change Orders.
 - g. Procedures for RFIs.
 - h. Procedures for testing and inspecting.
 - i. Procedures for processing Applications for Payment.
 - j. Distribution of the Contract Documents.
 - k. Submittal procedures.
 - l. Preparation of record documents.
 - m. Use of the premises and existing building.
 - n. Work restrictions.
 - o. Working hours.

- p. Owner's occupancy requirements.
 - q. Responsibility for temporary facilities and controls.
 - r. Procedures for moisture and mold control.
 - s. Procedures for disruptions and shutdowns.
 - t. Construction waste management and recycling.
 - u. Parking availability.
 - v. Office, work, and storage areas.
 - w. Equipment deliveries and priorities.
 - x. First aid.
 - y. Security.
 - z. Progress cleaning.
4. Minutes: Entity responsible for conducting meeting will record and distribute meeting minutes.
- C. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and MCA, but no later than 90 days prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to Project closeout.
 2. Attendees: Owner, MCA and its consultants, and their consultants; Contractor and its superintendent. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
 - a. Preparation of record documents.
 - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
 - c. Submittal of written warranties.
 - d. Requirements for preparing operations and maintenance data.
 - e. Preparation of Contractor's punch list.
 - f. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
 - g. Submittal procedures.
 - h. Responsibility for removing temporary facilities and controls.
 4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- D. Progress Meetings: Conduct progress meetings at intervals to be established between MCA, Owner and Contractor at Pre-construction Meeting.
1. Coordinate dates of meetings with preparation of payment requests.
 2. Attendees: In addition to representatives of Owner, Owner's Commissioning Authority and MCA and its consultants, 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) Access.
 - 2) Site utilization.
 - 3) Temporary facilities and controls.
 - 4) Progress cleaning.
 - 5) Quality and work standards.
 - 6) Status of correction of deficient items.
 - 7) Field observations.
 - 8) Status of RFIs.
 - 9) Status of proposal requests.
 - 10) Pending changes.
 - 11) Status of Change Orders.
 - 12) Pending claims and disputes.
 - 13) Documentation of information for payment requests.
4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 01 32 00

CONSTRUCTION PROGRESS DOCUMENTATION

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 documenting the progress of construction during performance of the Work, including the following:
1. Startup construction schedule.
 2. Contractor's construction schedule.
 3. Construction schedule updating reports.
 4. Site condition reports.
 5. Special reports.
- B. Related Requirements:
1. Section 01 33 00 "Submittal Procedures" for submitting schedules and reports.
 2. Section 01 40 00 "Quality Requirements" for submitting a schedule of tests and inspections.

1.3 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
 2. Predecessor Activity: An activity that precedes another activity in the network.
 3. Successor Activity: An activity that follows another activity in the network.
- B. Critical Path: The longest connected chain of interdependent activities through the network schedule that establishes the minimum overall Project duration and contains no float.
- C. Event: The starting or ending point of an activity.
- D. Float: The measure of leeway in starting and completing an activity.

1. Float time is not for the exclusive use or benefit of either Owner or Contractor, but is a jointly owned, expiring Project resource available to both parties as needed to meet schedule milestones and Contract completion date.
2. Free float is the amount of time an activity can be delayed without adversely affecting the early start of the successor activity.
3. Total float is the measure of leeway in starting or completing an activity without adversely affecting the planned Project completion date.

E. Resource Loading: The allocation of manpower and equipment necessary for the completion of an activity as scheduled.

1.4 ACTION SUBMITTALS

A. Format for Submittals: Submit required submittals in the following format:

1. Working electronic copy of schedule file, where indicated.
2. PDF electronic file.

B. Startup construction schedule.

C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.

1. Submit a working electronic copy of schedule, using software indicated, and labeled to comply with requirements for submittals. Include type of schedule (initial or updated) and date on label.

D. Construction Schedule Updating Reports: Submit with Applications for Payment.

E. Site Condition Reports: Submit at time of discovery of differing conditions.

F. Special Reports: Submit at time of unusual event.

1.5 QUALITY ASSURANCE

A. Prescheduling Conference: Conduct conference at Project site to comply with requirements in Section 01 31 00 "Project Management and Coordination." Review methods and procedures related to the preliminary construction schedule and Contractor's construction schedule, including, but not limited to, the following:

1. Review software limitations and content and format for reports.
2. Verify availability of qualified personnel needed to develop and update schedule.
3. Discuss constraints, including phasing work, stages area, separations, interim milestones, and partial Owner occupancy.
4. Review submittal requirements and procedures.
5. Review time required for review of submittals and resubmittals.
6. Review requirements for tests and inspections by independent testing and inspecting agencies.

7. Review time required for Project closeout and Owner startup procedures, including commissioning activities.
8. Review and finalize list of construction activities to be included in schedule.
9. Review procedures for updating schedule.

1.6 COORDINATION

- A. Coordinate Contractor's construction schedule with the schedule of values, list of subcontracts (where applicable), submittal schedule, progress reports, payment requests, and other required schedules and reports.
 1. Secure time commitments for performing critical elements of the Work from entities involved.
 2. Coordinate each construction activity in the network with other activities and schedule them in proper sequence.

PART 2 - PRODUCTS

2.1 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

- A. Time Frame: Extend schedule from date established for the Notice of Award to date of final completion. Contract completion date shall not be changed by submission of a schedule that shows and early or delayed completion date, unless specifically authorized by a Construction Change Directive or Change Order
- B. Activities: Comply with the following:
 1. Activity Duration: Define activities so no activity is longer than 20 days, unless specifically allowed by MCA.
 2. Procurement Activities: Include procurement process activities for the following long lead items and major items as separate activities. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.
 3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's construction schedule with submittal schedule.
 4. Startup and Testing Time: If required for project systems include no fewer than 5 days for startup and testing.
 5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion and allow time for MCA's administrative procedures necessary for certification of Substantial Completion.
 6. Punch List and Final Completion: Include not more than 15 days for completion of punch list items and final completion.
- C. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
 1. Work Restrictions: Show the effect of the following items on the schedule:

- a. Uninterruptible services.
 - b. Partial occupancy before Substantial Completion.
 - c. Use of premises restrictions.
 - d. Seasonal variations.
 - e. Environmental control.
2. Work Stages: Indicate important stages of construction for each major portion of the Work, including, but not limited to, the following:
- a. Submittals.
 - b. Installation.
 - c. Tests and inspections.
 - d. Adjusting.
- D. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and final completion, and the following interim milestones where applicable by project scope:
1. Mobilization
 2. Building Permit Application
 3. Construction Start.
 4. Completion of Superstructure Framing
 5. Completion of Mechanical, Electrical, and Plumbing Installations
- E. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
1. Unresolved issues.
 2. Unanswered Requests for Information.
 3. Rejected or unreturned submittals.
 4. Notations on returned submittals.
 5. Pending modifications affecting the Work and Contract Time.
- F. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule. Indicate changes to working hours, working days, crew sizes, and equipment required to achieve compliance, and date by which recovery will be accomplished.
- G. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.
1. Software shall be Microsoft Project or other software acceptable to MCA.

2.2 STARTUP CONSTRUCTION SCHEDULE

- A. Bar-Chart Schedule: Submit startup, horizontal, bar-chart-type construction schedule within 10 days of date established for the Notice of Award.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line. Outline significant construction activities for first 60

days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.

- C. Format: Submit Microsoft Excel format, latest software version or other software acceptable to MCA.

2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Bar-Chart Schedule: Submit a comprehensive, fully developed, horizontal, bar-chart-type, Contractor's construction schedule within 15 days of date established for the commencement of Work. Base schedule on the startup construction schedule and additional information received since the start of Project.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
 - 1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in 10 percent increments within time bar.
- C. Format: Submit using Microsoft Project file format for Windows Operating Systems or other software acceptable to MCA

2.4 REPORTS

- A. Biweekly Construction Reports: Prepare a biweekly construction report recording the following information concerning events at Project site:
 - 1. List of subcontractors at Project site.
 - 2. Accidents.
 - 3. Meetings and significant decisions.
 - 4. Unusual events (see special reports).
 - 5. Stoppages, delays, shortages, and losses.
 - 6. Meter readings and similar recordings.
 - 7. Emergency procedures.
 - 8. Orders and requests of authorities having jurisdiction.
 - 9. Change Orders received and implemented.
 - 10. Construction Change Directives received and implemented.
 - 11. Services connected and disconnected.
 - 12. Equipment or system tests and startups.
 - 13. Partial completions and occupancies.
 - 14. Substantial Completions authorized.
- B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

2.5 SPECIAL REPORTS

- A. General: Submit special reports directly to MCA within one day(s) of an occurrence. Distribute copies of report to parties affected by the occurrence.
- B. Reporting Unusual Events: When an event of an unusual and significant nature occurs at Project site, whether or not related directly to the Work, prepare and submit a special report. List chain of events, persons participating, response by Contractor's personnel, evaluation of results or effects, and similar pertinent information. Advise Owner in advance when these events are known or predictable.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Contractor's Construction Schedule Updating: At biweekly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
 - 1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
 - 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
 - 3. As the Work progresses, indicate final completion percentage for each activity.
- B. Distribution: Distribute copies of approved schedule to MCA, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.
 - 1. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION

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 requirements for the submittal schedule and administrative and procedural requirements for submitting Shop Drawings, Product Data, Samples, and other submittals.
- B. Related Requirements:
1. Section 012900 "Payment Procedures" for submitting Applications for Payment and the schedule of values.
 2. Section 013200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
 3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

1.3 DEFINITIONS

- A. Action Submittals: Written and graphic information and physical samples that require MCA'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 MCA'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."
- C. Portable Document Format (PDF): An open standard file format licensed by Adobe Systems used for representing documents in a device-independent and display resolution-independent fixed-layout document format.
- D. Martinez Couch & Associates LLC (MCA) is the Project Manager and for this project. MCA will provide technical consultation, review all project materials, and provide project management. All references to MCA in this specification and in all other specifications means Martinez Couch & Associates, LLC of Rocky Hill, Connecticut.

1.4 ACTION SUBMITTALS

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

1.5 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

- A. MCA's Digital Data Files: Electronic digital data files of the Contract Drawings will not be provided by MCA for Contractor's use in preparing submittals.
- 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 different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.
 - a. MCA 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 MCA'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 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. MCA 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 21 days for review of each resubmittal.
 4. Sequential Review: Where sequential review of submittals by MCA's consultants, Owner, or other parties is indicated, allow 21 days for initial review of each submittal.

5. Concurrent Consultant Review: Where the Contract Documents indicate that submittals may be transmitted simultaneously to MCA and to MCA's consultants, allow 21 days for review of each submittal. Submittal will be returned to MCA before being returned to Contractor.
- D. Electronic Submittals: Identify and incorporate information in each electronic submittal file as follows:
1. Assemble complete submittal package into a single indexed file incorporating submittal requirements of a single Specification Section and transmittal form with links enabling navigation to each item.
 2. Name file with submittal number or other unique identifier, including revision identifier.
 - a. File name shall use project identifier and Specification Section number followed by a decimal point and then a sequential number (e.g., LNHS-061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., LNHS-061000.01.A).
 3. Provide means for insertion to permanently record Contractor's review and approval markings and action taken by MCA.
 4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to MCA, containing the following information:
 - a. Project name.
 - b. Date.
 - c. Name and address of MCA.
 - d. Name of Construction Manager.
 - e. Name of Contractor.
 - f. Name of firm or entity that prepared submittal.
 - g. Names of subcontractor, manufacturer, and supplier.
 - h. Category and type of submittal.
 - i. Submittal purpose and description.
 - j. Specification Section number and title.
 - k. Specification paragraph number or drawing designation and generic name for each of multiple items.
 - l. Drawing number and detail references, as appropriate.
 - m. Location(s) where product is to be installed, as appropriate.
 - n. Related physical samples submitted directly.
 - o. Indication of full or partial submittal.
 - p. Transmittal number, numbered consecutively.
 - q. Submittal and transmittal distribution record.
 - r. Other necessary identification.
 - s. Remarks.
- E. Paper Submittals: Place a permanent label or title block on each submittal item for identification.
1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Engineer.
 3. Include the following information for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name of Engineer.
 - d. Name of Construction Manager.

- e. Name of Contractor.
 - f. Name of subcontractor.
 - g. Name of supplier.
 - h. Name of manufacturer.
 - i. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
 - j. Number and title of appropriate Specification Section.
 - k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Other necessary identification.
4. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Engineer observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
5. Transmittal for Paper Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Engineer will discard submittals received from sources other than Contractor.
- a. Transmittal Form for Paper Submittals: Provide locations on form for the following information:
 - 1) Project name.
 - 2) Date.
 - 3) Destination (To:).
 - 4) Source (From:).
 - 5) Name and address of Engineer.
 - 6) Name of Contractor.
 - 7) Name of firm or entity that prepared submittal.
 - 8) Names of subcontractor, manufacturer, and supplier.
 - 9) Category and type of submittal.
 - 10) Submittal purpose and description.
 - 11) Specification Section number and title.
 - 12) Specification paragraph number or drawing designation and generic name for each of multiple items.
 - 13) Drawing number and detail references, as appropriate.
 - 14) Indication of full or partial submittal.
 - 15) Transmittal number numbered consecutively.
 - 16) Submittal and transmittal distribution record.
 - 17) Remarks.
 - 18) Signature of transmitter.
- F. Options: Identify options requiring selection by MCA.
- G. Deviations and Additional Information: On an attached separate sheet, prepared on Contractor's letterhead, record relevant information, requests for data, revisions other than those requested by MCA on previous submittals, and deviations from requirements in the Contract Documents, including minor variations and limitations. Include same identification information as related submittal.

- H. 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 MCA's action stamp.
- I. 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.
- J. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from MCA's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

- A. General Submittal Procedure Requirements: Prepare and submit submittals required by individual Specification Sections. Types of submittals are indicated in individual Specification Sections.
 - 1. Submit electronic submittals via email as PDF electronic files to mranando@martinezcouch.com and couchre@martinezcouch.com
 - a. MCA will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
 - 2. Certificates and Certifications Submittals: Provide 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.
 - a. Provide a digital signature with digital certificate on electronically submitted certificates and certifications where indicated.
 - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.
- B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.
 - 1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
 - 2. Mark each copy of each submittal to show which products and options are applicable.
 - 3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.
 - d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.

- h. Availability and delivery time information.
 4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams showing factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 5. Submit Product Data before or concurrent with Samples.
 6. Submit Product Data in the following format:
 - a. PDF electronic file.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
 1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. 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.
 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches (215 by 280 mm), but no larger than 30 by 42 inches (750 by 1067 mm).
 3. Submit Shop Drawings in the following format:
 - a. PDF electronic file.
- D. Samples: When requested by MCA Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.
 1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
 2. Identification: Attach label on unexposed side of Samples that includes the following:
 - a. Generic description of Sample.
 - b. Product name and name of manufacturer.
 - c. Sample source.
 - d. Number and title of applicable Specification Section.
 - e. Specification paragraph number and generic name of each item.
 3. For projects where electronic submittals are required, provide corresponding electronic submittal of Sample transmittal, digital image file illustrating Sample characteristics, and identification information for record.
 4. Disposition: Maintain sets of approved Samples at Project site, available for quality-control comparisons throughout the course of construction activity. Sample sets may be used to determine final acceptance of construction associated with each set.
 - a. Samples that may be incorporated into the Work are indicated in individual Specification Sections. Such Samples must be in an undamaged condition at time of use.

- b. Samples not incorporated into the Work, or otherwise designated as Owner's property, are the property of Contractor.
 5. Samples for Initial Selection: When requested by MCA Submit manufacturer's color charts consisting of units or sections of units showing the full range of colors, textures, and patterns available.
 - a. Number of Samples: Submit one full set(s) of available choices where color, pattern, texture, or similar characteristics are required to be selected from manufacturer's product line. MCA will return submittal with options selected.
 6. Samples for Verification: When requested by MCA Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.
 - a. Number of Samples: Submit three sets of Samples. MCA will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record sample.
 - 1) Submit a single Sample where assembly details, workmanship, fabrication techniques, connections, operation, and other similar characteristics are to be demonstrated.
- E. 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.
 5. Submit product schedule in the following format:
 - a. PDF electronic file.
- F. Coordination Drawing Submittals: Comply with requirements specified in Section 013100 "Project Management and Coordination."
- G. Contractor's Construction Schedule: Comply with requirements specified in Section 013200 "Construction Progress Documentation."
- H. Application for Payment and Schedule of Values: Comply with requirements specified in Section 012900 "Payment Procedures."
- I. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."
- J. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017700 "Closeout Procedures."

- K. Maintenance Data: Comply with requirements of contract documents
- L. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of MCAs and owners, and other information specified.
- M. 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.
- N. 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.
- O. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- P. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- Q. 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.
- R. 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.
- S. 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:
 - 1. Name of evaluation organization.
 - 2. Date of evaluation.
 - 3. Time period when report is in effect.
 - 4. Product and manufacturers' names.
 - 5. Description of product.
 - 6. Test procedures and results.
 - 7. Limitations of use.
- T. 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.
- U. 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.

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

2.2 DELEGATED-DESIGN SERVICES

- A. Performance and Design Criteria: Where professional design services or certifications by a design professional are specifically required of Contractor by the Contract Documents, provide products and systems complying with specific performance and design criteria indicated.
 - 1. If criteria indicated are not sufficient to perform services or certification required, submit a written request for additional information to MCA.
- B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF electronic file and three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action 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 MCA.
- B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 MCA'S ACTION

- A. Action Submittals: MCA will review each submittal, make marks to indicate corrections or revisions required, and return it. MCA will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action, as follows:
 - 1. Approved
 - 2. Approved As Noted
 - 3. Approved As Noted/Confirm
 - 4. Approved As Noted/Resubmit.
 - 5. Not Approved
 - 6. Comments Attached
 - 7. Receipt Acknowledged
- B. Informational Submittals: MCA will review each submittal and will not return it, or will return it if it does not comply with requirements. MCA 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 MCA.
- D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.
- E. Submittals not required by the Contract Documents may be returned by the MCA without action.

END OF SECTION

SECTION 01 40 00

QUALITY REQUIREMENTS

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 quality assurance and quality control.
- B. Testing and inspecting services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with the Contract Document requirements.
 - 1. Specific quality-assurance and -control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
 - 2. Specified tests, inspections, and related actions do not limit Contractor's other quality-assurance and -control procedures that facilitate compliance with the Contract Document requirements.
 - 3. Requirements for Contractor to provide quality-assurance and -control services required by Construction Manager, or authorities having jurisdiction are not limited by provisions of this Section.
- C. The contractor shall bear sole responsibility for the costs of complying with quality requirements in this Section.

1.3 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. MCA: Where referenced in this section, MCA is defined as Martinez Couch and Associates, LLC.
- C. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed

construction comply with requirements. Services do not include contract enforcement activities performed by MCA or Construction Manager.

- D. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.
- E. Product Testing: Tests and inspections that are performed by an NRTL, an NVLAP, or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- F. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.
- G. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- H. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- I. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
 - 1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- J. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1.4 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements that are different, but apparently equal, to the Construction Manager for a decision before proceeding.
- B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to MCA for a decision before proceeding.

1.5 ACTION SUBMITTALS

1.6 INFORMATIONAL SUBMITTALS

- A. Contractor's Quality-Control Plan: For quality-assurance and quality-control activities and responsibilities.
- B. Qualification Data: For Contractor's quality-control personnel.
- C. Contractor's Statement of Responsibility: When required by authorities having jurisdiction, submit copy of written statement of responsibility sent to authorities having jurisdiction before starting work on the following systems:
 - 1. Seismic-force-resisting system, designated seismic system.
 - 2. Main wind-force-resisting system.
- D. Testing Agency Qualifications: For testing agencies specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include proof of qualifications in the form of a recent report on the inspection of the testing agency by a recognized authority.
- E. Schedule of Tests and Inspections: Prepare in tabular form and include the following:
 - 1. Specification Section number and title.
 - 2. Entity responsible for performing tests and inspections.
 - 3. Description of test and inspection.
 - 4. Identification of applicable standards.
 - 5. Identification of test and inspection methods.
 - 6. Number of tests and inspections required.
 - 7. Time schedule or time span for tests and inspections.
 - 8. Requirements for obtaining samples.
 - 9. Unique characteristics of each quality-control service.

1.7 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan within 15 days of Notice to Proceed, and not less than five days prior to preconstruction conference. Submit in format acceptable to MCA. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.
- B. Quality-Control Personnel Qualifications: Engage qualified full-time personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.
 - 1. Project quality-control manager may also serve as Project superintendent.

- C. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- D. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
 - 1. Contractor-performed tests and inspections including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections.
 - 2. MCA performed tests and inspections indicated in the Contract Documents
- E. Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- F. Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results. Include work MCA has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

1.8 REPORTS AND DOCUMENTS

- A. Test and Inspection Reports: Prepare and submit certified written reports specified in other Sections. Include the following:
 - 1. Date of issue.
 - 2. Project title and number.
 - 3. Name, address, and telephone number of testing agency.
 - 4. Dates and locations of samples and tests or inspections.
 - 5. Names of individuals making tests and inspections.
 - 6. Description of the Work and test and inspection method.
 - 7. Identification of product and Specification Section.
 - 8. Complete test or inspection data.
 - 9. Test and inspection results and an interpretation of test results.
 - 10. Record of temperature and weather conditions at time of sample taking and testing and inspecting.
 - 11. Comments or professional opinion on whether tested or inspected Work complies with the Contract Document requirements.
 - 12. Name and signature of laboratory inspector.
 - 13. Recommendations on retesting and reinspecting.
- B. Manufacturer's Technical Representative's Field Reports: Prepare written information documenting manufacturer's technical representative's tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of technical representative making report.
 2. Statement on condition of substrates and their acceptability for installation of product.
 3. Statement that products at Project site comply with requirements.
 4. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
 5. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 6. Statement whether conditions, products, and installation will affect warranty.
 7. Other required items indicated in individual Specification Sections.
- C. Factory-Authorized Service Representative's Reports: Prepare written information documenting manufacturer's factory-authorized service representative's tests and inspections specified in other Sections. Include the following:
1. Name, address, and telephone number of factory-authorized service representative making report.
 2. Statement that equipment complies with requirements.
 3. Results of operational and other tests and a statement of whether observed performance complies with requirements.
 4. Statement whether conditions, products, and installation will affect warranty.
 5. Other required items indicated in individual Specification Sections.
- D. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.9 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the

system, assembly, or product that are similar in material, design, and extent to those indicated for this Project.

- F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.
1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
1. Contractor responsibilities include the following:
 - a. Provide test specimens representative of proposed products and construction.
 - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
 2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to MCA, the MCA, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

1.10 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.

1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
 2. Payment for these services will be made from testing and inspecting allowances, as authorized by Change Orders.
 3. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor.
- B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
 2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
 - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
 3. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
 4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
 5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Section 013300 "Submittal Procedures."
- D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. Testing Agency Responsibilities: Cooperate with MCA, the MCA, and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify MCA, the MCA, and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 2. Determine the location from which test samples will be taken and in which in-situ tests are conducted.
 3. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
 4. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 5. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.
 6. Do not perform any duties of Contractor.
- G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
1. Access to the Work.
 2. Incidental labor and facilities necessary to facilitate tests and inspections.
 3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
 4. Facilities for storage and field curing of test samples.
 5. Delivery of samples to testing agencies.
 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.
- H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services as required by Martinez Couch and Associates, LLC, the Construction Manager Coordinate and submit concurrently with Contractor's construction schedule. Update as the Work progresses.
1. Distribution: Distribute schedule to Martinez Couch and Associates, LLC the Construction Manager, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 TEST AND INSPECTION LOG

A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:

1. Date test or inspection was conducted.
2. Description of the Work tested or inspected.
3. Date test or inspection results were transmitted to MCA.
4. Identification of testing agency or special inspector conducting test or inspection.

B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for the Construction Manager's reference during normal working hours.

3.2 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.

B. Protect construction exposed by or for quality-control service activities.

C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION

SECTION 01 50 00

TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 DESCRIPTION

- A. General: During the construction period various types of services are necessary to record or support the construction process, which are not an integral part of the final construction. Provide temporary facilities and controls in accordance with the Contract Documents.
- B. Scope of Work includes but is not limited to:
 - 1. Layout and measurements.
 - 2. Staging areas.
 - 3. Rubbish removal.
 - 4. Safety, protection and security.
 - 5. Temporary toilets.
 - 6. Water Service
 - 7. Site Fence
 - 8. Temporary scaffolding, ladders, stairs, hoists, etc.
 - 9. Temporary closures
 - 10. Labor disputes
 - 11. Temporary light and power
 - 12. Temporary heat
 - 13. Ventilation and Humidity Control

1.2 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.
- B. Ladders, scaffolds, planks, hoists and similar items required for a specific item of work shall be part of that Scope of Work

1.3 QUALITY ASSURANCE

- A. Codes: Comply with applicable Building Code and Standards.
- B. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

- C. Standards: Comply with the State and Local Board of Health, Environmental Protection Agency, Fire Department and other applicable standards.
- D. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.
- E. Accessible Temporary Egress: Comply with applicable provisions in the U.S. Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1.

1.4 SUBMITTALS

- A. Refer to Section 01 33 00 or certain individual items of this section.

1.5 PRODUCT HANDLING

- A. Maintain temporary facilities and controls in proper safe condition throughout progress of the Work.

1.6 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.

PART 2 - PRODUCTS AND EXECUTION

2.1 TEMPORARY FACILITIES INSTALLATION

- 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 to use temporary services and facilities without cost, including, but not limited to Martinez Couch and Associates, testing agencies, and authorities having jurisdiction.
- B. Layout and Measurements:
 - 1. Use of Data Furnished: Boring, and survey data made available to the Contractor is for information only, and the Contractor shall use his own judgment as to the actual conditions. He is warned that reliance on the information presented is at his own risk, and neither the Owner, State, nor the MCA and his consultants will be liable for errors relating to such data.
 - 2. Additional Data Required By Contractor: The Contractor may make borings or drive test pits he requires to verify the conditions at the site at his own expense. The location and size of such exploratory holes will be subject to approval by the MCA.

3. Protection of Survey: Land monuments, bench marks, survey points and other such references shall be protected from damage unless and until their removal is authorized. If they are disturbed, they shall be replaced in their proper positions.
 4. Measurements: Take measurements of the work and be responsible for it.
 - a. Discrepancies: Thoroughly examine the drawings and specifications, carefully checking the figured dimensions, before commencing work, and report to the MCA if any discrepancy, error, or defect appears.
 - b. Dimensions: If figured dimensions are lacking on the drawings, the MCA will supply them.
- C. Staging Area:
1. Scope: Access and staging areas for purposes of this Contract shall be confined to areas as directed by MCA within the property boundary.
 2. Location of Apparatus: The locations of material, apparatus, equipment, fixtures, piping outlets, etc., are not specified. The actual location shall be as directed or as required to suit the conditions at the time of installation. Before installation, the Contractor shall consult the MCA and ascertain the actual location.
 3. Provide temporary storage sheds if necessary, and other storage facilities on the job site for the storage of materials that may be subject to weather damage when interior or covered space is not available.
 4. Provide for adequate timber bridging and planking or other suitable means as required for legal egress, and for the safeguarding of existing paving, walks and curbs, structures and utilities from damage due to construction vehicle traffic. Safeguard existing conditions from damage during construction. Repair or replace the damaged existing surroundings within the designated access and staging areas which is needed to remain in place and which is damaged by operations under this Contract.
 5. Do not encumber the premises nor overload the structures beyond their allowable design live load with his/her apparatus, storage of materials and the operation of his/her workmen, and shall be confined within the limits designated by MCA.
- D. Rubbish Removal:
1. Clean-up debris, rubbish and old materials resulting from the Work on a daily basis.
 2. Cleaning Responsibility: Remove from the work area of building and site debris, resulting from the work daily or as often as necessary if it interferes with the work or staging area under the contract or presents a fire hazard. No rubbish or debris shall be dropped from a height of more than 6 feet, or thrown out of windows or openings without a chute. An adequate number of cleaning personnel shall be provided during working hours, who shall keep areas within and adjacent to the building free from dust and loose dirt by sweeping and wet mopping.
 3. Rubbish Disposal: Furnish containers at central collection locations as designated by MCA on the site to receive construction debris. Cost of containers, removal and disposal charges shall be paid by the Contractor. Containers shall be removed as often as necessary to minimize interference with work in progress.
 4. Clean the site around the building and maintain it clean and free from food and beverage containers, waste and other debris. Provide and rigidly enforce the use of waste receptacles by construction personnel. Burning of refuse is not permitted.
 5. Salvage Materials: Construction salvage materials, not indicated items elsewhere to be returned to the Owner, shall become the property of the Contractor and shall be

taken from the premises. Storage of materials and equipment on the site, other than for this project, will not be permitted.

E. Safety, Protection and Security:

1. Provide safety and protection in accordance with Contract Documents.
2. Protection: Protection shall be maintained for the duration of the Project and shall include:
 - a. Weather Protection: Arrange to provide protection against rain, wind, storms, frost, heat and other weather conditions, so as to maintain work, materials, apparatus and fixtures free from injury or damage. At the end of each day's work items likely to be damaged shall be covered. Remove snow and ice for the proper protection and/or execution of the construction work.
 - b. Protection of Finished or Existing Work: Provide protection for the finished work. Finished or Existing floors that will remain shall be protected from traffic or construction work by covering with materials approved by the finish manufacturer. Finished construction and materials shall be protected from rain, snow and windstorm damage throughout the construction period.
 - c. Fire Protection: Maintain fire-fighting equipment for the duration of construction in accordance with the requirements of the Fire Department and the Insurance Underwriters and subject to approval of the Owner's insurance agent. Provide fire extinguishers as required by the local Fire Department and the Building Code. Coordinate with existing firefighting equipment in existing building.
 - d. Volatile Liquids: Bulk storage of volatile liquids shall be outside the building at designated location. Only as much volatile liquid shall be allowed within the building at any given time as is needed for that day's operation.
 - e. Vermin and Rodent Control: Prevent the infestation and multiplication of vermin and rodents, and, if necessary, employ an exterminator to rid the premises of them if there is evidence that they exist.
 - f. Dust Protection: Prevent the nuisance of dust to the surrounding areas, and provide coverings or water sprinkling materials and equipment as required for such dust prevention for the work.
 - g. Structural Alterations: Do not permit endangering work by excavation or otherwise and shall not cut or alter the work without the consent of the Structural MCA. Written instruction shall be obtained from the Structural MCA's representatives before cutting beams or other structural members, arches, lintels, etc.
3. Protection of Adjacent Property:
 - a. Scope: Take necessary precautions to protect public and private property on or adjacent to the job site, including utilities, street signs, light standards, hydrants, pavements and walks, planting and natural features, against damage or injury including settlement or collapse.
 - b. Building Damage: Should damage result to structures or property, the Contractor shall correct or repair it without undue delay and to the complete satisfaction of MCA. No "Waiver of Responsibility" for incomplete,

inadequate or defective adjoining work will be accepted unless otherwise stated by the MCA.

- c. Excavation Damage: Maintain the existing and adjoining structures safety. Concrete or rock excavation in the proximity of the adjoining structures shall be done by line drilling. Existing footings and foundation work exposed shall be underpinned as directed by MCA. Prevent damage to pipes, conduits, wires, cables or structures above or below ground.
 - d. Site Damage: Repair and restoration of existing roads, pavements, walks, curbs, manholes, hydrants, light standards, street signs, catch basins, railings and plantings, and other construction or surfaces required due to the work under this contract shall be included in the work under the Contract even if not specifically called for in the various sections of the Specifications.
Repair and restoration work shall match existing work. Costs incurred in repair work, including permits, bonds and supervision by public authorities, shall be borne by the Contractor causing the damage.
4. Welding & Cutting:
- a. Handling of Welding Materials: The handling and storage of welding materials, acetylene and oxygen tanks, burners, and other equipment required for the execution of welding and cutting work at the job shall be subject to the approval of the Building Department and Fire Marshal.
 - b. Welding Standards: Work shall be performed in accordance with the standard specifications of the American Welding Society.
 - c. Fire Protection: Welders shall take precautions required to prevent fires as a result of his/her operations. When welding tools or torches are in used, the Contractor shall have available, in the immediate vicinity of the work, a fire extinguisher of the CO₂ type. The fire extinguisher shall be provided and maintained by the Installer. Fuel for cutting and heating torches shall be gas only, and shall be contained in Underwriters Laboratory listed containers.
Storage of gas shall be in locations approved by the Fire Department.
Provide fireproofed tarpaulins where applicable at welding and cutting operations.
 - d. Power: The Owner will not provide power for electric welders.
5. Tree Protection: Trees identified by the Owner or MCA to remain must be protected by the Contractor during the construction period. Avoid driving vehicles or storing materials within the tree root area and excavating in the root area unless accepted by the Owner or MCA.
6. Security: The Contractor shall secure his/her tools, materials and assemblies. Claims shall not be made against the Owner or MCA for equipment or tool losses or damage to installed assemblies.
- F. Temporary Toilets:
1. Chemical Toilets: The Contractor shall provide and maintain temporary enclosed and weatherproof chemical toilets located on the site. Use of the owner's toilets by construction personnel within occupied areas of the building is not permitted.

2. Cleaning of Toilets: Toilets shall be maintained in a clean and sanitary condition and shall conform to the requirements of the local Department of Health and Labor requirements. Toilets shall be pumped and cleaned a minimum of once per week.
- G. Water Service:
1. Water shall be available for the various trades as coordinated with the property Owner. Prevent freeze-ups. Have water available for the various trades during the normal working periods and for fire prevention purposes.
 2. Cost: the Contractor shall pay the cost of water.
- H. Temporary Scaffolding, Ladders, Stairs, Hoists, Etc.:
1. Scope: Coordinate the installation and maintenance and safety of temporary stairs, ladders, ramps, scaffolds, runways, sidewalk bridges, fences, derricks, hoists, chutes, and other such operational facilities as may be needed for the proper execution of the work. Apparatus, equipment and construction shall meet the requirements of the Labor Law and other State and local Building Department Requirements.
 2. Scaffolding: Coordinate the location, erection, maintenance and removal of scaffolding and other temporary facilities as required for the proper installation of the work.
 3. Hoists and/or Crane: (for General Use) Coordinate and maintain the use of conventional construction hoists of sufficient size and capacity to raise materials and equipment and give access to construction levels.
- I. Site Fence:
1. Location: A site fence shall be installed by the Contractor at the construction site perimeter and adjacent staging areas if required by the contract documents. New construction work, including trailer and staging shall be contained within the site fence.
 2. Type:
 - a. Woven Wire Mesh: 6'-0" high with gates and required bracing.
 - b. Maintain fence and gates during entire construction period in a neat and orderly way free of graffiti or unauthorized signs.
- J. Temporary Closures:
1. Take special precautions against damage to materials and work installed in cold or freezing weather, by providing adequate special heat and/or covering to prevent damage by the elements.
 2. Temporary Partitions: (adjacent to occupied areas) after relocation of occupancy from spaces requiring access, provide temporary partitions to isolate occupied areas from work areas. Temporary partitions shall be of gypsum board on suitable studs and shall not interfere with the emergency exit requirements of occupied areas.
 3. Exterior partitions shall be suitably weather protected insulated and otherwise sealed off to prevent dirt and weather infiltration.
 4. Interior partitions shall be suitably sealed to limit noise and dirt infiltration.
- K. Temporary Light and Power:
1. Scope: The Contractor shall provide labor, materials, tools, appliances, and equipment and perform operations necessary for the complete execution of a separate

system of temporary electric light and power throughout the project suitable for supplying electrical energy for illumination and for power tools and equipment. Such system shall be installed and maintained in place as needed and removed promptly as its necessity ceases to exist. Maintaining shall and include energizing and de-energizing the electrical systems each working day, and turning on and off of lights daily.

2. Lighting Standards: The minimum temporary lighting to be provided, and maintained in each room and changed as needed when interior walls are being erected as directed by OSHA standards. Temporary lighting must be maintained for twenty-four (24) hours a day, and seven (7) days a week at stairs and corridors below ground. In other spaces, temporary lighting and power shall be energized approximately thirty (30) minutes before the starting time and after the quitting time of the latest stopping unless otherwise directed by code.
3. Wiring Standards: Temporary wiring and equipment shall conform to the requirements of the National Electrical Code, regulations of the Building Code.
4. Energy Costs: The Contractor shall pay the Electric Utility bills, as they become due, for electric energy used for temporary lighting and power to perform work in the building.
5. Other Costs: The Contractor shall be responsible for the other costs in connection with providing and maintaining the temporary electrical power system.

L. Temporary Heat:

1. Scope of Enclosed Building Protection: Prior to the winter weather, protection as required to accomplish the following:
 2. To protect the finish work.
 3. If the heat not available from existing heating plant, the Contractor is responsible to provide sufficient heat so that the work can be accomplish in accordance with the Contract.
 4. Cost: If the other than existing plant used for heat t the Contractor shall pay for temporary heat equipment, safety provisions and fuel charges.
 5. Damage Due to Lack of or Improperly Operated Temporary Heat: Maintain heat to prevent damage due to frost and freezing during the period when temporary heat is needed. Prevent damage due to defective equipment or the use of equipment, including but not limited to damage such a stains, smudges, soot or fire, and repair damage in a manner satisfactory to the Owner and MCA.

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

1. Provide dehumidification systems when required to reduce substrate moisture levels to level required to allow installation or application of finishes.

2.2 SUPPORT FACILITIES INSTALLATION

- A. General: Comply with the following:
 - 1. Maintain support facilities until MCA schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will not be permitted to use permanent facilities.
- B. Traffic Controls: Comply with requirements of authorities having jurisdiction.
 - 1. Protect existing site improvements to remain including curbs, pavement, and utilities.
 - 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- C. Parking: Construction personnel shall park offsite. Vehicle parking onsite shall only be for work vehicles and limited to paved areas. All damage to site surfaces by contractor vehicles shall be repaired at contractors expense and no additional compensation.

2.3 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. 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 011000 "Summary."
- B. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- C. Barricades and Warning Signs: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs.
- D. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
- E. Prohibit smoking in construction areas.
- F. 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.

2.4 MOISTURE AND MOLD CONTROL

- A. Contractor's Moisture-Protection Plan: Avoid trapping water in finished work. Document visible signs of mold that may appear during construction.

- B. Exposed Construction Phase: Before installation of weather barriers, when materials are subject to wetting and exposure and to airborne mold spores, protect as follows:
1. Protect porous materials from water damage.
 2. Protect stored and installed material from flowing or standing water.
 3. Keep porous and organic materials from coming into prolonged contact with concrete.
 4. Remove standing water from decks.
 5. Keep deck openings covered or dammed.
- C. Partially Enclosed Construction Phase: After installation of weather barriers but before full enclosure and conditioning of building, when installed materials are still subject to infiltration of moisture and ambient mold spores, protect as follows:
1. Do not load or install drywall or other porous materials or components, or items with high organic content, into partially enclosed building.
 2. Keep interior spaces reasonably clean and protected from water damage.
 3. Periodically collect and remove waste containing cellulose or other organic matter.
 4. Discard or replace water-damaged material.
 5. Do not install material that is wet.
 6. Discard, replace, or clean stored or installed material that begins to grow mold.
 7. Perform work in a sequence that allows any wet materials adequate time to dry before enclosing the material in drywall or other interior finishes.
- D. Controlled Construction Phase of Construction: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:
1. Control moisture and humidity inside building by maintaining effective dry-in conditions.
 2. Use temporary dehumidifiers or permanent HVAC system, if available to control humidity.
 3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits.
 - a. Hygroscopic materials that may support mold growth, including wood and gypsum-based products, that become wet during the course of construction and remain wet for 48 hours are considered defective.
 - b. Measure moisture content of materials that have been exposed to moisture during construction operations or after installation. Record readings beginning at time of exposure and continuing daily for 48 hours. Identify materials containing moisture levels higher than allowed. Report findings in writing to MCA.
 - c. Remove materials that cannot be completely restored to their manufactured moisture level within 48 hours.

2.5 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.

1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
1. Materials and facilities that constitute temporary facilities are property of Contractor.
 2. 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

SECTION 01 60 00

PRODUCT REQUIREMENTS

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 selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; and comparable products.
- B. Related Requirements:
1. Section 01 21 00 "Allowances" for products selected under an allowance.
 2. Section 01 23 00 "Alternates" for products selected under an alternate.
 3. Section 01 25 00 "Substitution Procedures" for requests for substitutions.

1.3 DEFINITIONS

- A. Products: Items obtained for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.
1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation shown or listed in manufacturer's published product literature, that is current as of date of the Contract Documents.
 2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.
 3. Comparable Product: Product that is demonstrated and approved through submittal process to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.
- B. Basis-of-Design Product Specification: A specification in which a specific manufacturer's product is named and accompanied by the words "basis-of-design product," including make or model number or other designation, to establish the significant qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics for purposes of evaluating comparable products of additional manufacturers named in the specification.

1.4 ACTION SUBMITTALS

- A. Comparable Product Requests: Submit request for consideration of each comparable product. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Include data to indicate compliance with the requirements specified in "Comparable Products" Article.
 - 2. MCA's Action: If necessary, MCA will request additional information or documentation for evaluation within one week of receipt of a comparable product request. MCA will notify Contractor of approval or rejection of proposed comparable product request within 15 days of receipt of request, or 10 days of receipt of additional information or documentation, whichever is later.
 - a. Form of Approval: As specified in Section 01 33 00 "Submittal Procedures."
 - b. Use product specified if MCA does not issue a decision on use of a comparable product request within time allocated.
- B. Basis-of-Design Product Specification Submittal: Comply with requirements in Section 01 33 00 "Submittal Procedures." Show compliance with requirements.

1.5 QUALITY ASSURANCE

- A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project, select product 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, MCA will determine which products shall be used.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

- A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft and vandalism. Comply with manufacturer's written instructions.
- B. Delivery and Handling:
 - 1. Schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.
 - 2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.
 - 3. Deliver products to Project site in an undamaged condition in manufacturer's original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.
 - 4. Inspect products on delivery to determine compliance with the Contract Documents and to determine that products are undamaged and properly protected.
- C. Storage:
 - 1. Store products to allow for inspection and measurement of quantity or counting of units.
 - 2. Store materials in a manner that will not endanger Project structure.

3. Store products that are subject to damage by the elements, under cover in a weather tight enclosure above ground, with ventilation adequate to prevent condensation.
4. Protect foam plastic from exposure to sunlight, except to extent necessary for period of installation and concealment.
5. Comply with product manufacturer's written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.
6. Protect stored products from damage and liquids from freezing.
7. Provide a secure location and enclosure at Project site for storage of materials and equipment by Owner's construction forces. Coordinate location with Owner.

1.7 PRODUCT WARRANTIES

- A. Warranties specified in other Sections shall be in addition to, and run concurrent with, other warranties required by the Contract Documents. Manufacturer's disclaimers and limitations on product warranties do not relieve Contractor of obligations under requirements of the Contract Documents.
 1. Manufacturer's Warranty: Written warranty furnished by individual manufacturer for a particular product and specifically endorsed by manufacturer to Owner.
 2. Special Warranty: Written warranty required by the Contract Documents to provide specific rights for Owner.
- B. Special Warranties: Prepare a written document that contains appropriate terms and identification, ready for execution.
 1. Manufacturer's Standard Form: Modified to include Project-specific information and properly executed.
 2. Specified Form: When specified forms are included with the Specifications, prepare a written document using indicated form properly executed.
 3. See other Sections for specific content requirements and particular requirements for submitting special warranties.
- C. Submittal Time: Comply with requirements in Section 01 77 00 "Closeout Procedures."

PART 2 - PRODUCTS

2.1 PRODUCT SELECTION PROCEDURES

- A. General Product Requirements: Provide products that comply with the Contract Documents, are undamaged and, unless otherwise indicated, are new at time of installation.
 1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.
 2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 3. Owner reserves the right to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
 4. Where products are accompanied by the term "as selected," MCA will make selection.
 5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.

6. Or Equal: For products specified by name and accompanied by the term "or equal," or "or approved equal," or "or approved," comply with requirements in "Comparable Products" Article to obtain approval for use of an unnamed product.
- B. Product Selection Procedures:
1. Product: Where Specifications name a single manufacturer and product, provide the named product that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
 2. Manufacturer/Source: Where Specifications name a single manufacturer or source, provide a product by the named manufacturer or source that complies with requirements. Comparable products or substitutions for Contractor's convenience will not be considered.
 3. Products:
 - a. Nonrestricted List: Where Specifications include a list of names of both available manufacturers and products, provide one of the products listed, or an unnamed product, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product.
 4. Manufacturers:
 - a. Nonrestricted List: Where Specifications include a list of available manufacturers, provide a product by one of the manufacturers listed, or a product by an unnamed manufacturer, that complies with requirements. Comply with requirements in "Comparable Products" Article for consideration of an unnamed manufacturer's product.
 5. Basis-of-Design Product: Where Specifications name a product, or refer to a product indicated on Drawings, and include a list of manufacturers, provide the specified or indicated product or a comparable product by one of the other named manufacturers. Drawings and Specifications indicate sizes, profiles, dimensions, and other characteristics that are based on the product named. Comply with requirements in "Comparable Products" Article for consideration of an unnamed product by one of the other named manufacturers.
- C. Visual Matching Specification: Where Specifications require "match MCA's sample", provide a product that complies with requirements and matches MCA's sample. MCA's decision will be final on whether a proposed product matches.
1. If no product available within specified category matches and complies with other specified requirements, comply with requirements in Section 012500 "Substitution Procedures" for proposal of product.
- D. Visual Selection Specification: Where Specifications include the phrase "as selected by MCA from manufacturer's full range" or similar phrase, select a product that complies with requirements. MCA will select color, gloss, pattern, density, or texture from manufacturer's product line that includes both standard and premium items.

2.2 COMPARABLE PRODUCTS

- A. Conditions for Consideration: MCA will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, MCA may return requests without action, except to record noncompliance with these requirements:
1. Evidence that the proposed product does not require revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.

2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of MCAs and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION

SECTION 01 73 00

EXECUTION

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 general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:

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

- B. Related Requirements:

- 1. Section 011000 "Summary of Work" for limits on use of Project site.
- 2. Section 013300 "Submittal Procedures" for submitting surveys.
- 3. Section 024119 "Selective Demolition" for demolition and removal of selected portions of the building.
- 4. Section 017700 "Closeout Procedures" for submitting final property survey with Project Record Documents, recording of Owner-accepted deviations from indicated lines and levels, and final cleaning.

1.3 DEFINITIONS

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

1.4 ACTION SUBMITTALS

- A. Cutting and Patching Plan: Submit plan describing procedures at least 10 days prior to the time cutting and patching will be performed. Include the following information:
1. Extent: Describe reason for and extent of each occurrence of cutting and patching.
 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building appearance and other significant visual elements.
 3. Products: List products to be used for patching and firms or entities that will perform patching work.
 4. Dates: Indicate when cutting and patching will be performed.
 5. Utilities and Mechanical and Electrical Systems: List services and systems that cutting and patching procedures will disturb or affect. List services and systems that will be relocated and those that will be temporarily out of service. Indicate length of time permanent services and systems will be disrupted.
 - a. Include description of provisions for temporary services and systems during interruption of permanent services and systems.

1.5 QUALITY ASSURANCE

- A. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
1. Structural Elements: When cutting and patching structural elements, notify MCA of locations and details of cutting and await directions from MCA before proceeding. Shore, brace, and support structural elements during cutting and patching. Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
 2. 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. Operational elements include the following:
 - a. Primary operational systems and equipment.
 - b. Mechanical systems piping and ducts.
 - c. Control systems.
 - d. Communication systems.
 - e. Electrical wiring systems.
 - f. Operating systems of special construction.
 3. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction in a manner that would, in MCA's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
- B. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. General: Comply with requirements specified in other Sections.
- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 - 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to MCA for the visual and functional performance of in-place materials.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examination and Acceptance of Conditions: Before proceeding with each component of the Work, examine substrates, areas, and conditions, with Installer or Applicator present where indicated, for compliance with requirements for installation tolerances and other conditions affecting performance. Record observations.
 - 1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
 - 2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
 - 3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.
- B. Written Report: Where a written report listing conditions detrimental to performance of the Work is required by other Sections, include the following:
 - 1. Description of the Work.
 - 2. List of detrimental conditions, including substrates.
 - 3. List of unacceptable installation tolerances.
 - 4. Recommended corrections.
- C. Proceed with installation only after unsatisfactory conditions have been corrected. Proceeding with the Work indicates acceptance of surfaces and conditions.

3.2 PREPARATION

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

- B. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- C. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- D. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to MCA according to requirements in Section 01 31 00 "Project Management and Coordination."
- E. Surface and Substrate Preparation: Comply with manufacturer's written recommendations for preparation of substrates to receive subsequent work.

3.3 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 - 1. Make vertical work plumb and make horizontal work level.
 - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
 - 3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
 - 4. Maintain minimum headroom clearance of 96 inches (2440 mm) in occupied spaces and 90 inches (2300 mm) in unoccupied spaces.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.
- E. Sequence the Work and allow adequate clearances to accommodate movement of construction items on site and placement in permanent locations.
- F. Emergency Vehicle Access - Contractor must maintain emergency vehicle access at all times to all units/residential units.
- G. Disturbances/Repairs - If during the course of installation the Contractor breaks a utility (water, sewer, telephone, cable, electricity), it is the Contractor's responsibility to repair the utility within a period that will not exceed disruption of services for more than 6-hours.
- H. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

- I. Templates: Obtain and distribute to the parties involved templates for work specified to be factory prepared and field installed. Check Shop Drawings of other work to confirm that adequate provisions are made for locating and installing products to comply with indicated requirements.
- J. Attachment: Provide blocking and attachment plates and anchors and fasteners of adequate size and number to securely anchor each component in place, accurately located and aligned with other portions of the Work. Where size and type of attachments are not indicated, verify size and type required for load conditions.
 - 1. Mounting Heights: Where mounting heights are not indicated, mount components at heights directed by MCA.
 - 2. Allow for building movement, including thermal expansion and contraction.
 - 3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.
- K. Joints: Make joints of uniform width. Where joint locations in exposed work are not indicated, arrange joints for the best visual effect. Fit exposed connections together to form hairline joints.
- L. Hazardous Materials: Use products, cleaners, and installation materials that are not considered hazardous.

3.4 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. 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.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Section 01100 "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to minimize interruption to occupied areas.

- G. Cutting: Where authorized by MCA, cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 4. Excavating and Backfilling: Comply with requirements in applicable 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.
- H. 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 practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical 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 minimize evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.5 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
 - 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 - 2. Do not hold waste materials more than seven days during normal weather or three days if the temperature is expected to rise above 80 deg F.
 - 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
 - a. Use containers intended for holding waste materials of type to be stored.
 - 4. Coordinate progress cleaning for joint-use areas where Contractor and other contractors are working concurrently.
- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills promptly.
 - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Section 01500 "Temporary Facilities and Controls." Section 01524 "Construction Waste Management."
- H. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- I. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- J. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.6 STARTING AND ADJUSTING

- A. Coordinate startup and adjusting of equipment and operating components.
- B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- E. Manufacturer's Field Service: Comply with qualification requirements in Section 01400 "Quality Requirements."

3.7 PROTECTION OF INSTALLED CONSTRUCTION

- A. Provide final protection and maintain conditions that ensure installed Work is without damage or deterioration at time of Substantial Completion.
- B. Comply with manufacturer's written instructions for temperature and relative humidity.

END OF SECTION

SECTION 01 74 19

CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL

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 the following:
 - 1. Salvaging nonhazardous demolition and construction waste.
 - 2. Recycling nonhazardous demolition and construction waste.
 - 3. Disposing of nonhazardous demolition and construction waste.
- B. Related Requirements:
 - 1. Section 02 41 19 "Selective Demolition" for disposition of waste resulting from partial demolition of buildings, structures, and site improvements.

1.3 DEFINITIONS

- A. Construction Waste: Building and site improvement materials and other solid waste resulting from construction, remodeling, renovation, or repair operations. Construction waste includes packaging.
- B. Demolition Waste: Building and site improvement materials resulting from demolition or selective demolition operations.
- C. Disposal: Removal off-site of demolition and construction waste and subsequent sale, recycling, reuse, or deposit in landfill or incinerator acceptable to authorities having jurisdiction.
- D. Recycle: Recovery of demolition or construction waste for subsequent processing in preparation for reuse.
- E. Salvage: Recovery of demolition or construction waste and subsequent sale or reuse in another facility.
- F. Salvage and Reuse: Recovery of demolition or construction waste and subsequent incorporation into the Work.

1.4 PERFORMANCE REQUIREMENTS

- A. General: Practice efficient waste management in the use of materials in the course of the Work. Use all reasonable means to divert construction and demolition waste from landfills and incinerators. Facilitate recycling and salvage of materials.

1.5 ACTION SUBMITTALS

- A. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.

1.6 INFORMATIONAL SUBMITTALS

- A. Waste Management Plan: When requested by MCA, Submit plan within 30 days of date established for commencement of the Work.

1.7 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.

1.8 WASTE MANAGEMENT PLAN

- A. General: Develop a waste management plan. Plan shall distinguish between demolition and construction waste.
 - 1. Salvaged Materials for Reuse: For materials that will be salvaged and reused in this Project, describe methods for preparing salvaged materials before incorporation into the Work.
 - 2. Disposed Materials: Indicate how and where materials will be disposed of. Include name, address, and telephone number of each landfill and incinerator facility.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 PLAN IMPLEMENTATION

- A. General: Implement approved waste management plan. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract.
 - 1. Comply with operation, termination, and removal requirements in Section 015000 "Temporary Facilities and Controls."

- B. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 - 1. Designate and label specific areas on Project site necessary for separating materials that are to be salvaged, recycled, and reused.
 - 2. Comply with Section 01 50 00 "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.

3.2 SALVAGING DEMOLITION WASTE

- A. Salvaged Items for Reuse in the Work: Salvage items for reuse and handle as follows:
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers with label indicating elements, date of removal, quantity, and location where removed.
 - 3. Store items in a secure area until installation.
 - 4. Protect items from damage during transport and storage.
 - 5. Install salvaged items to comply with installation requirements for new materials and equipment. Provide connections, supports, and miscellaneous materials necessary to make items functional for use indicated.

3.3 RECYCLING DEMOLITION AND CONSTRUCTION WASTE, GENERAL

- A. General: Recycle paper and beverage containers used by on-site workers.
- B. Preparation of Waste: Prepare and maintain recyclable waste materials according to recycling or reuse facility requirements. Maintain materials free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process.
- C. Procedures: Separate recyclable waste from other waste materials, trash, and debris. Separate recyclable waste by type at Project site to the maximum extent practical according to approved construction waste management plan.
 - 1. Provide appropriately marked containers or bins for controlling recyclable waste until removed from Project site. Include list of acceptable and unacceptable materials at each container and bin.
 - 2. Stockpile processed materials on-site without intermixing with other materials. Place, grade, and shape stockpiles to drain surface water. Cover to prevent windblown dust.
 - 3. Stockpile materials away from construction area. Do not store within drip line of remaining trees.
 - 4. Store components off the ground and protect from the weather.
 - 5. Remove recyclable waste from Owner's property and transport to recycling receiver or processor.

3.4 RECYCLING DEMOLITION WASTE

- A. Wood Materials: Sort and stack members according to size, type, and length. Separate lumber, engineered wood products, panel products, and treated wood materials.

3.5 RECYCLING CONSTRUCTION WASTE

- A. Packaging:
 - 1. Cardboard and Boxes: Break down packaging into flat sheets. Bundle and store in a dry location.
 - 2. Polystyrene Packaging: Separate and bag materials.
 - 3. Pallets: As much as possible, require deliveries using pallets to remove pallets from Project site. For pallets that remain on-site, break down pallets into component wood pieces and comply with requirements for recycling wood.
 - 4. Crates: Break down crates into component wood pieces and comply with requirements for recycling wood.
- B. Wood Materials:
 - 1. Clean Cut-Offs of Lumber: Grind or chip into small pieces.
 - 2. Clean Sawdust: Bag sawdust that does not contain painted or treated wood.

3.6 DISPOSAL OF WASTE

- A. General: Except for items or materials to be salvaged, recycled, or otherwise reused, remove waste materials from Project site and legally dispose of them in a landfill or incinerator acceptable to authorities having jurisdiction.
 - 1. Except as otherwise specified, do not allow waste materials that are to be disposed of accumulate on-site.
 - 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Burning: Do not burn waste materials.
- C. Disposal: Remove waste materials from Owner's property and legally dispose of them.

END OF SECTION

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.
 - 5. Repair of the Work.
- B. Related Requirements:
 - 1. Section 017300 "Execution" for progress cleaning of Project site.
 - 2. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

1.3 ACTION SUBMITTALS

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

1.4 CLOSEOUT SUBMITTALS

- A. Certificates of Release: From authorities having jurisdiction.
- B. Certificate of Insurance: For continuing coverage.

1.5 MAINTENANCE MATERIAL SUBMITTALS

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

- 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 15 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
 - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
 - 3. Submit closeout submittals specified in individual 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 MCA. Label with manufacturer's name and model number where applicable.
 - 5. Submit test/adjust/balance records.
 - 6. Submit changeover information related to Owner's occupancy, use, operation, and maintenance.
- C. Procedures Prior to Substantial Completion: Complete the following a minimum of 15 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.
 - 6. Advise Owner of changeover in heat and other utilities.
 - 7. Participate with Owner and MCA in conducting inspection and walkthrough.
 - 8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 - 9. Complete final cleaning requirements, including touchup painting.
 - 10. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial Completion a minimum of 10 days prior to date the work will be completed and ready for final inspection and tests. On receipt of request, MCA will either proceed with inspection or notify Contractor of unfulfilled requirements. MCA 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 MCA, that must be completed or corrected before certificate will be issued.
 - 1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.
 - 2. Results of completed inspection will form the basis of requirements for final completion.

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
 - 1. Submit a final Application for Payment according to Section 012900 "Payment Procedures."
 - 2. Certified List of Incomplete Items: Submit certified copy of MCA's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by MCA. 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 if applicable.
- 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, MCA will either proceed with inspection or notify Contractor of unfulfilled requirements. MCA will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
 - 1. Reinspection: Request reinspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.8 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. 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. Use an form acceptable to MCA. Present format to be used to MCA for approval.
 - 1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
 - 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
 - 3. Include the following information at the top of each page:
 - a. Project name, Date, Contractor Name, MCA's Name, and Page number.
 - 4. Submit list of incomplete items in the following format:
 - a. MS Excel electronic file. MCA will return annotated file.

1.9 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties on request of MCA for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, 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.
 - 1. Bind warranties and bonds in heavy-duty, three-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
 - 2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or

- installation, including the name of the product and the name, address, and telephone number of Installer.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.
 4. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
- C. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 - PRODUCTS

2.1 MATERIALS

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

PART 3 - EXECUTION

3.1 FINAL CLEANING

- A. General: 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, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.
 - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.

- j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - k. Remove labels that are not permanent.
 - l. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - m. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 - n. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - o. 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 Standard 1992-01. Provide written report on completion of cleaning.
 - p. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
 - q. Leave Project clean and ready for occupancy.
- C. Construction Waste Disposal: Comply with waste disposal requirements in Section 015000 "Temporary Facilities and Controls." And Section 017419 "Construction Waste Management and Disposal."

3.2 REPAIR OF THE WORK

- A. Complete repair and restoration operations before requesting inspection for determination of Substantial Completion.
- B. Repair or remove and replace defective construction. Repairing includes replacing defective parts, refinishing damaged surfaces, touching up with matching materials, and properly adjusting operating equipment. Where damaged or worn items cannot be repaired or restored, provide replacements. Remove and replace operating components that cannot be repaired. Restore damaged construction and permanent facilities used during construction to specified condition.
 - 1. Remove and replace chipped, scratched, and broken glass, reflective surfaces, and other damaged transparent materials.
 - 2. Touch up and otherwise repair and restore marred or exposed finishes and surfaces. Replace finishes and surfaces that already show evidence of repair or restoration.
 - a. Do not paint over "UL" and other required labels and identification, including mechanical and electrical nameplates. Remove paint applied to required labels and identification.
 - 3. Replace parts subject to operating conditions during construction that may impede operation or reduce longevity.
 - 4. Replace burned-out bulbs, bulbs noticeably dimmed by hours of use, and defective and noisy starters in fluorescent and mercury vapor fixtures to comply with requirements for new fixtures.

END OF SECTION

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 017300 "Execution" for final property survey.
 2. Section 017700 "Closeout Procedures" for general closeout procedures.

1.3 CLOSEOUT SUBMITTALS

- A. Record Drawings: Comply with the following:
1. Initial Submittal:
 - 1) Submit marked record prints scanned into PDF electronic format.
 - 2) MCA will indicate whether general scope of changes, additional information recorded, and quality of drafting are acceptable.
 2. Final Submittal:
 - 1) Submit PDF electronic files of scanned marked up record prints and three set(s) of prints.
 - 2) Print each drawing, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit one paper copy and annotated PDF electronic files of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one paper copy and annotated PDF electronic files and directories of each submittal.

1. Where record Product Data are required as part of operation and maintenance manuals, submit duplicate marked-up Product Data as a component of manual.
- D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit one paper copy and annotated PDF electronic files and directories of each submittal.

PART 2 - PRODUCTS

2.1 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 archive 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. Revisions to routing of piping and conduits.
 - d. Revisions to electrical circuitry.
 - e. Actual equipment locations.
 - f. Duct size and routing.
 - g. Locations of concealed internal utilities.
 - h. Changes made by Change Order or Construction Change Directive.
 - i. Changes made following MCA's written orders.
 - j. Details not on the original Contract Drawings.
 - k. Field records for variable and concealed conditions.
 - l. 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.
7. Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location

2.2 RECORD SPECIFICATIONS

- A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Note related Change Orders, record Product Data, and record Drawings where applicable.
- B. Format: Submit record Specifications as annotated PDF electronic file and one paper copy of marked-up paper copy of Specifications.

2.3 RECORD PRODUCT DATA

- A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.
 1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
 3. Note related Change Orders, record Specifications, and record Drawings where applicable.
- B. Format: Submit record Product Data as annotated PDF electronic file and one paper copy of marked-up paper copy of Product Data.
 1. Include record Product Data directory organized by Specification Section number and title.

2.4 MISCELLANEOUS RECORD SUBMITTALS

- A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.
 1. Include the following but not limited to where project appropriate
 - a. Pile Installation Test Reports and Certifications
 - b. Foundation Inspection Reports and Certifications
 - c. Municipal and Building Official Reports and Certifications
 - d. System Commissioning data for all utilities.

B. Format: Submit miscellaneous record submittals as PDF electronic file and paper copy.

1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

- A. Recording: Maintain one copy of each submittal during the construction period for project record document purposes. Post changes and revisions to project record documents as they occur; do not wait until end of Project.
- B. Maintenance of Record Documents and Samples: Store record documents and Samples in the field office apart from the Contract Documents used for construction. Do not use project record documents for construction purposes. Maintain record documents in good order and in a clean, dry, legible condition, protected from deterioration and loss. Provide access to project record documents for MCA's reference during normal working hours.

END OF SECTION

SECTION 02 41 19

SELECTIVE DEMOLITION

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 REFERENCES

- A. American National Standards Institute (ANSI/ASSE)
- B. State of Connecticut Department of Housing (CT DOH)
- C. State of Connecticut Department of Energy and Environmental Protection (CT DEEP)
- D. State of Connecticut Department of Public Health (CT DPH)
- E. Occupational Safety and Health Administration (OSHA)

1.3 SUMMARY

- A. Section Includes:
 - 1. Demolition and removal of selected portions of building or structure.
 - 2. Demolition and removal of selected site elements.
 - 3. Salvage of existing items to be reused or recycled.
- B. Related Requirements:
 - 1. Section 011000 "Summary of Work" for restrictions on use of the premises, Owner-occupancy requirements, and phasing requirements.
 - 2. Section 017300 "Execution" for cutting and patching procedures.
 - 3. Section 311000 "Site Clearing" for site clearing and removal of above- and below-grade improvements not part of selective demolition.

1.4 DEFINITIONS

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

- B. Remove and Salvage: Detach items from existing construction, in a manner to prevent damage, and deliver to Owner ready for reuse or storage.
- C. Remove and Reinstall: Detach items from existing construction, in a manner to prevent damage, prepare for reuse, and reinstall where indicated.
- D. Existing to Remain: Leave existing items that are not to be removed and that are not otherwise indicated to be salvaged or reinstalled.
- E. Dismantle: To remove by disassembling or detaching an item from a surface, using gentle methods and equipment to prevent damage to the item and surfaces; disposing of items unless indicated to be salvaged or reinstalled.

1.5 MATERIALS OWNERSHIP

- A. Unless otherwise indicated, demolition waste becomes property of Contractor.

1.6 PREINSTALLATION MEETINGS

- A. Pre-demolition Conference: Conduct conference at Project site.
 - 1. Inspect and discuss condition of construction to be selectively demolished.
 - 2. Review structural load limitations of existing structure.
 - 3. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
 - 4. Review requirements of work performed by other trades that rely on substrates exposed by selective demolition operations.
 - 5. Review areas where existing construction is to remain and requires protection.

1.7 INFORMATIONAL SUBMITTALS

- A. Proposed Protection Measures: Submit report, including Drawings, that indicates the measures proposed for protecting individuals and property, for environmental protection, for dust control and, for noise control. Indicate proposed locations and construction of barriers.
- B. Schedule of Selective Demolition Activities: Indicate the following:
 - 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity.
 - 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.
- C. Predemolition Photographs or Video: Show existing conditions of adjoining construction, including finish surfaces, that might be misconstrued as damage caused by demolition operations.

- A. Inventory: Submit a list of items that have been removed and salvaged.

1.9 FIELD CONDITIONS

- A. Owner will occupy portions of building immediately adjacent to selective demolition area. Conduct selective demolition so Owner's operations will not be disrupted.
- B. Notify MCA of discrepancies between existing conditions and Drawings before proceeding with selective demolition.
- C. Hazardous Materials: It is not expected that hazardous materials will be encountered in the Work.
 - 1. Hazardous materials will be removed by Owner before start of the Work.
 - 2. If suspected hazardous materials are encountered, do not disturb; immediately notify MCA and Owner. Hazardous materials will be removed by Owner under a separate contract.
- D. Hazardous Materials: Present in buildings and structures to be selectively demolished. A report on the presence of hazardous materials is on file for review and use. Examine report to become aware of locations where hazardous materials are present.
 - 1. Hazardous material remediation is specified elsewhere in the Contract Documents.
 - 2. Do not disturb hazardous materials or items suspected of containing hazardous materials except under procedures specified elsewhere in the Contract Documents.
- E. Storage or sale of removed items or materials on-site is not permitted.
- F. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.
 - 1. Maintain fire-protection facilities in service during selective demolition operations.

1.10 WARRANTY

- A. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during selective demolition, by methods and with materials and using approved contractors so as not to void existing warranties. Notify warrantor before proceeding. Existing warranties include the following:
- B. Notify warrantor on completion of selective demolition, and obtain documentation verifying that existing system has been inspected and warranty remains in effect. Submit documentation at Project closeout.

1.11 COORDINATION

- A. All phasing of selective demolition and new construction activities is the sole responsibility of the contractor.

2.1 PERFORMANCE REQUIREMENTS

- A. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Standards: Comply with ASSE A10.6 and NFPA 241.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that utilities have been disconnected and capped before starting selective demolition operations.
- B. Review Project Record Documents of existing construction or other existing condition and hazardous material information provided by Owner. Owner does not guarantee that existing conditions are same as those indicated in Project Record Documents.
- C. Verify that hazardous materials have been remediated before proceeding with building demolition operations.
- D. Survey of Existing Conditions: Record existing conditions by use of preconstruction photographs or video.
 - 1. Inventory and record the condition of items to be removed and salvaged. Provide photographs or video of conditions that might be misconstrued as damage caused by salvage operations.
 - 2. Before selective demolition or removal of existing building elements that will be reproduced or duplicated in final Work, make permanent record of measurements, materials, and construction details required to make exact reproduction.

3.2 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 properties.
- B. Temporary Facilities – Provide temporary barricades and other protection required to prevent injury to people and damage to adjacent properties.
- 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.

3.3 UTILITY SERVICES AND MECHANICAL/ELECTRICAL SYSTEMS

- A. Existing Services/Systems to Remain: Maintain services/systems indicated to remain and protect them against damage.
- B. Existing Services/Systems to Be Removed, Relocated, or Abandoned: Locate, identify, disconnect, and seal or cap off utility services and mechanical/electrical systems serving areas to be selectively demolished.
 - 1. Contractor will arrange to shut off indicated services/systems.
 - 2. Arrange to shut off utilities with utility companies.
 - 3. If services/systems are required to be removed, relocated, or abandoned, provide temporary services/systems that bypass area of selective demolition and that maintain continuity of services/systems to other parts of building.
 - 4. Disconnect, demolish, and remove fire-suppression systems, plumbing, and HVAC systems, equipment, and components indicated on Drawings to be removed.
 - a. Piping to Be Removed: Remove portion of piping indicated to be removed and cap or plug remaining piping with same or compatible piping material.
 - b. Piping to Be Abandoned in Place: Drain piping and cap or plug piping with same or compatible piping material and leave in place.
 - c. Equipment to Be Removed: Disconnect and cap services and remove equipment.
 - d. Equipment to Be Removed and Reinstalled: Disconnect and cap services and remove, clean, and store equipment; when appropriate, reinstall, reconnect, and make equipment operational.
 - e. Equipment to Be Removed and Salvaged: Disconnect and cap services and remove equipment and deliver to Owner.
 - f. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
 - g. Ducts to Be Abandoned in Place: Cap or plug ducts with same or compatible ductwork material and leave in place.

3.4 PROTECTION

- A. Temporary Protection: 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 Section 015000 "Temporary Facilities and Controls."

- B. Temporary Shoring: Design, 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.
- C. Remove temporary barricades and protections where hazards no longer exist.

3.5 SELECTIVE DEMOLITION, GENERAL

- A. General: Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete the Work within limitations of governing regulations and as follows:
 - 1. Proceed with selective demolition systematically, from higher to lower level. Complete selective demolition operations above each floor or tier before disturbing supporting members on the next lower level.
 - 2. Neatly cut openings and holes plumb, square, and true to dimensions required. Use cutting methods least likely to damage construction to remain or adjoining construction. Use hand tools or small power tools designed for sawing or grinding, not hammering and chopping. Temporarily cover openings to remain.
 - 3. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
 - 4. Do not use cutting torches until work area is cleared of flammable materials. At concealed spaces, such as duct and pipe interiors, verify condition and contents of hidden space before starting flame-cutting operations. Maintain portable fire-suppression devices during flame-cutting operations.
 - 5. Maintain adequate ventilation when using cutting torches.
 - 6. Remove decayed, vermin-infested, or otherwise dangerous or unsuitable materials and promptly dispose of off-site.
 - 7. Remove structural framing members and lower to ground by method suitable to avoid free fall and to prevent ground impact or dust generation.
 - 8. Locate selective demolition equipment and remove debris and materials so as not to impose excessive loads on supporting walls, floors, or framing.
 - 9. Dispose of demolished items and materials promptly. Comply with requirements in Section 017419 "Construction Waste Management and Disposal."
- B. 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.
- C. Work in Historic Areas: Selective demolition may be performed only in areas of Project that are not designated as historic.
- D. Removed and Salvaged Items:
 - 1. Clean salvaged items.
 - 2. Pack or crate items after cleaning. Identify contents of containers.

3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area indicated on Drawings.
5. Protect items from damage during transport and storage.

E. Removed and Reinstalled Items:

1. Clean and repair 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.

F. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition. When permitted by MCA, 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.

3.6 SELECTIVE DEMOLITION PROCEDURES FOR SPECIFIC MATERIALS

- A. Concrete: Demolish in small sections. Using power-driven saw, cut concrete to a depth of at least 3/4 inch (19 mm) at junctures with construction to remain. Dislodge concrete from reinforcement at perimeter of areas being demolished, cut reinforcement, and then remove remainder of concrete. Neatly trim openings to dimensions indicated.
- B. Masonry: Demolish in small sections. Cut masonry at junctures with construction to remain, using power-driven saw, and then remove masonry between saw cuts.
- C. Concrete Slabs-on-Grade: Saw-cut perimeter of area to be demolished, and then break up and remove.
- D. Resilient Floor Coverings: Remove floor coverings and adhesive according to recommendations in RFCI's "Recommended Work Practices for the Removal of Resilient Floor Coverings." Do not use methods requiring solvent-based adhesive strippers.
- E. Roofing: Remove no more existing roofing than what can be covered in one day by new roofing and so that building interior remains watertight and weathertight. See Division 7 for new roofing requirements.
 1. Remove existing roof membrane, flashings, copings, and roof accessories.
 2. Remove existing roofing system down to substrate.

3.7 DISPOSAL OF DEMOLISHED MATERIALS

- A. Remove demolition waste materials from Project site and dispose of them in an EPA-approved construction and demolition waste landfill acceptable to authorities having jurisdiction. and recycle or dispose of them according to Section 017419 "Construction Waste Management and Disposal."

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.
4. Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

B. Burning: Do not burn demolished materials.

3.8 CLEANING

- A. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before selective demolition operations began.

3.9 SELECTIVE DEMOLITION SCHEDULE

- A. Remove: As indicated on drawings.
- B. Remove and Salvage: As indicated on drawings.
- C. Remove and Reinstall: As indicated on drawings.
- D. Existing to Remain: As indicated on drawings.
- E. Dismantle: As indicated on drawings.

END OF SECTION

SECTION 06 10 00

ROUGH CARPENTRY

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. Framing with dimension lumber.
 - 2. Wood blocking and nailers.

1.3 DEFINITIONS

- A. Boards or Strips: Lumber of less than 2 inches nominal (38 mm actual) size in least dimension.
- B. Dimension Lumber: Lumber of 2 inches nominal (38 mm actual) size or greater but less than 5 inches nominal (114 mm actual) size in least dimension.
- C. Exposed Framing: Framing not concealed by other construction.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of process and factory-fabricated product. Indicate component materials and dimensions and include construction and application details.
 - 1. Include data for wood-preservative treatment from chemical treatment manufacturer and certification by treating plant that treated materials comply with requirements. Indicate type of preservative used and net amount of preservative retained.
 - 2. For products receiving a waterborne treatment, include statement that moisture content of treated materials was reduced to levels specified before shipment to Project site.

1.5 INFORMATIONAL SUBMITTALS

- A. Material Certificates: For dimension lumber specified to comply with minimum allowable unit stresses. Indicate species and grade selected for each use and design values approved by the ALSC Board of Review.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Stack wood products flat with spacers beneath and between each bundle to provide air circulation. Protect wood products from weather by covering with waterproof sheeting, securely anchored. Provide for air circulation around stacks and under coverings.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

- A. Lumber: DOC PS 20 and applicable rules of grading agencies indicated. If no grading agency is indicated, comply with the applicable rules of any rules-writing agency certified by the ALSC Board of Review. Grade lumber by an agency certified by the ALSC Board of Review to inspect and grade lumber under the rules indicated.
 - 1. Factory mark each piece of lumber with grade stamp of grading agency.
 - 2. For exposed lumber indicated to receive a stained or natural finish, omit grade stamp and provide certificates of grade compliance issued by grading agency.
 - 3. Dress lumber, S4S, unless otherwise indicated.
- B. Maximum Moisture Content of Lumber: 15 percent for 2-inch nominal (38-mm actual) thickness or less; 19 percent for more than 2-inch nominal (38-mm actual) thickness unless otherwise indicated.

2.2 WOOD-PRESERVATIVE-TREATED LUMBER

- A. Preservative Treatment by Pressure Process: AWWA U1; Use Category UC2 for interior construction not in contact with ground, Use Category UC3b for exterior construction not in contact with ground, and Use Category UC4a for items in contact with ground.
 - 1. Preservative Chemicals: Acceptable to authorities having jurisdiction and containing no arsenic or chromium.
- B. Kiln-dry lumber after treatment to a maximum moisture content of 19 percent. Do not use material that is warped or that does not comply with requirements for untreated material.
- C. Mark lumber with treatment quality mark of an inspection agency approved by the ALSC Board of Review.
 - 1. For exposed lumber indicated to receive a stained or natural finish, omit marking and provide certificates of treatment compliance issued by inspection agency.
- D. Application: Treat items indicated on Drawings, and the following:
 - 1. Wood cants, nailers, curbs, equipment support bases, blocking, stripping, and similar members in connection with roofing, flashing, vapor barriers, and waterproofing.

2. Wood sills, sleepers, blocking, furring, stripping, and similar concealed members in contact with masonry or concrete.
3. Wood framing and furring attached directly to the interior of below-grade exterior masonry or concrete walls.
4. Wood framing members that are less than 18 inches (460 mm) above the ground in crawlspaces or unexcavated areas.
5. Wood floor plates that are installed over concrete slabs-on-grade.

2.3 DIMENSION LUMBER FRAMING

A. Non-Load-Bearing Interior Partitions: No. 2 grade.

1. Application: Interior partitions not indicated as load bearing.
2. Species: Douglas Fir North, NLGA
3. Grade: No. 2
4. Minimum Properties
 - a. Modulus of Elasticity – 1,700,000 PSI
 - b. Extreme Fiber in Bending – 875 PSI
 - c. Horizontal Shear – 95 PSI
 - d. Tension Parallel to Grain – 825 PSI
 - e. Compression Perpendicular to Grain – 385 PSI
 - f. Compression Parallel to Grain – 1,050 PSI

B. Load-Bearing Partitions: Meet requirements of drawing specified Structural Lumber but not less than requirements specified in this paragraph.

1. Application: Exterior walls and interior load-bearing partitions.
2. Species: Douglas Fir North, NLGA
3. Grade: No. 2
4. Minimum Properties
 - a. Modulus of Elasticity – 1,700,000 PSI
 - b. Extreme Fiber in Bending – 875 PSI
 - c. Horizontal Shear – 95 PSI
 - d. Tension Parallel to Grain – 825 PSI
 - e. Compression Perpendicular to Grain – 385 PSI
 - f. Compression Parallel to Grain – 1,050 PSI

C. Joists, Rafters, and Other Framing: Meet requirements of drawing specified Structural Lumber.

2.4 NON-STRUCTURAL PLYWOOD SHEATHING

- ### A. Plywood Sheathing: DOC PS 1, Exposure 1 sheathing
1. Nominal Thickness: As indicated on drawings.
 2. Grade: B-B

2.5 WALL, FLOOR AND ROOF SHEATHING

- A. Sheathing as per local and national governing industry standards
 - 1. Application: Wall Sheathing – DOC PS 1, Exterior Sheathing
 - a. Nominal Thickness: 5/8”
 - b. Number of Inner Plies: 4
 - c. Grade: CDX
 - 2. Application: Roof Decking – DOC PS 1, Exterior Sheathing
 - a. Nominal Thickness: 5/8”
 - b. Number of Inner Plies: 4
 - c. Grade: CDX

2.6 MISCELLANEOUS LUMBER

- A. General: Provide miscellaneous lumber indicated and lumber for support or attachment of other construction, including the following:
 - 1. Blocking.
 - 2. Nailers.
- B. Dimension Lumber Items: Construction or No. 2 grade lumber of any of the following species:
 - 1. Hem-fir (north); NLGA.
 - 2. Mixed southern pine or southern pine; SPIB.
 - 3. Spruce-pine-fir; NLGA.
 - 4. Hem-fir; WCLIB or WWPA.
 - 5. Spruce-pine-fir (south); NeLMA, WCLIB, or WWPA.
- C. For blocking not used for attachment of other construction, Utility, Stud, or No. 3 grade lumber of any species may be used provided that it is cut and selected to eliminate defects that will interfere with its attachment and purpose.
- D. For blocking and nailers used for attachment of other construction, select and cut lumber to eliminate knots and other defects that will interfere with attachment of other work.

2.7 FASTENERS

- A. General: Fasteners shall be of size and type indicated and shall comply with requirements specified in this article for material and manufacture.
 - 1. Where rough carpentry is exposed to weather, in ground contact, pressure-preservative treated, or in area of high relative humidity, provide fasteners of Type 304 stainless steel.
- B. Nails, Brads, and Staples: ASTM F 1667.
- C. Power-Driven Fasteners: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.

2.8 METAL FRAMING ANCHORS

- A. Refer to drawings for requirements of metal framing anchor products.
- B. Galvanized-Steel Sheet: Hot-dip, zinc-coated steel sheet complying with ASTM A 653/A 653M, G60 (Z180) coating designation.
 - 1. Use for interior locations unless otherwise indicated.
- C. Hot-Dip, Heavy-Galvanized Steel Sheet: ASTM A 653/A 653M; structural steel (SS), high-strength low-alloy steel Type A (HSLAS Type A), or high-strength low-alloy steel Type B (HSLAS Type B); G185 (Z550) coating designation; and not less than 0.036 inch (0.9 mm) thick.
 - 1. Use for wood-preserved-treated lumber and where indicated.
- D. Stainless-Steel Sheet: ASTM A 666, Type 316.
 - 1. Use for exterior locations and where indicated.

2.9 MISCELLANEOUS MATERIALS

- A. Sill-Sealer Gaskets: Closed-cell neoprene foam, 1/4 inch (6.4 mm) thick, selected from manufacturer's standard widths to suit width of sill members indicated.
- B. Flexible Flashing: Composite, self-adhesive, flashing product consisting of a pliable, butyl rubber compound, bonded to a high-density polyethylene film, aluminum foil, or spunbonded polyolefin to produce an overall thickness of not less than 0.025 inch (0.6 mm).
- C. Water-Repellent Preservative: NWWDA-tested and -accepted formulation containing 3-iodo-2-propynyl butyl carbamate, combined with an insecticide containing chlorpyrifos as its active ingredient.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Framing Standard: Comply with AF&PA's WCD 1, "Details for Conventional Wood Frame Construction," unless otherwise indicated.
- B. Framing with Engineered Wood Products: Install engineered wood products to comply with manufacturer's written instructions.
- C. Set rough carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Fit rough carpentry accurately to other construction. Locate nailers, blocking, and similar supports to comply with requirements for attaching other construction.

- D. Install metal framing anchors to comply with manufacturer's written instructions. Install fasteners through each fastener hole.
- E. Install sill sealer gasket to form continuous seal between sill plates and foundation walls.
- F. Do not splice structural members between supports unless otherwise indicated.
- G. Provide blocking and framing as indicated and as required to support facing materials, fixtures, specialty items, and trim.
- H. Provide fire blocking in furred spaces, stud spaces, and other concealed cavities as indicated and as follows:
 - 1. Fire block furred spaces of walls, at each floor level, at ceiling, and at not more than 96 inches (2438 mm) o.c. with solid wood blocking or noncombustible materials accurately fitted to close furred spaces.
 - 2. Fire block concealed spaces of wood-framed walls and partitions at each floor level, at ceiling line of top story, and at not more than 96 inches (2438 mm) o.c. Where fire blocking is not inherent in framing system used, provide closely fitted solid wood blocks of same width as framing members and 2-inch nominal (38-mm actual) thickness.
 - 3. Fire block concealed spaces between floor sleepers with same material as sleepers to limit concealed spaces to not more than 100 sq. ft. (9.3 sq. m) and to solidly fill space below partitions.
- I. Sort and select lumber so that natural characteristics do not interfere with installation or with fastening other materials to lumber. Do not use materials with defects that interfere with function of member or pieces that are too small to use with minimum number of joints or optimum joint arrangement.
- J. Comply with AWPAC M4 for applying field treatment to cut surfaces of preservative-treated lumber.
 - 1. Use inorganic boron for items that are continuously protected from liquid water.
 - 2. Use copper naphthenate for items not continuously protected from liquid water.
- K. Where wood-preservative-treated lumber is installed adjacent to metal decking, install continuous flexible flashing separator between wood and metal decking.
- L. Securely attach rough carpentry work to substrate by anchoring and fastening as indicated, complying with the following:
 - 1. Table 2304.9.1, "Fastening Schedule," in ICC's International Building Code (IBC).
- M. Use steel common nails unless otherwise indicated. Select fasteners of size that will not fully penetrate members where opposite side will be exposed to view or will receive finish materials. Make tight connections between members. Install fasteners without splitting wood. Drive nails snug but do not countersink nail heads unless otherwise indicated.

3.2 WOOD BLOCKING, AND NAILER INSTALLATION

- A. Install where indicated and where required for attaching other work. Form to shapes indicated and cut as required for true line and level of attached work. Coordinate locations with other work involved.
- B. Attach items to substrates to support applied loading. Recess bolts and nuts flush with surfaces unless otherwise indicated.

3.3 WALL AND PARTITION FRAMING INSTALLATION

- A. General: Provide double bottom plate and double top plates using members of 2-inch nominal (38-mm actual) thickness whose widths equal that of studs. Fasten plates to supporting construction unless otherwise indicated.
 - 1. For exterior walls, provide wood studs as indicated on drawings spaced as indicated on drawings.
 - 2. For interior partitions and walls, provide wood studs as indicated on drawings spaced as indicated on drawings.
 - 3. Provide continuous horizontal blocking at midheight of partitions more than 96 inches (2438 mm) high, using members of 2-inch nominal (38-mm actual) thickness and of same width as wall or partitions.
- B. Construct corners and intersections with three or more studs.
- C. Frame openings with multiple studs and headers. Provide nailed header members of thickness equal to width of studs. Support headers on jamb studs. Provide double jamb studs and headers with depths as indicated on drawings.

3.4 FLOOR JOIST FRAMING INSTALLATION

- A. General: Install floor joists with crown edge up and support ends of each member with not less than 1-1/2 inches (38 mm) of bearing on wood or metal, or 3 inches (76 mm) on masonry. Attach floor joists as indicated on drawings.
- B. Frame openings with headers and trimmers supported by metal joist hangers; double headers and trimmers where span of header exceeds 48 inches (1200 mm).
- C. Do not notch in middle third of joists; limit notches to one-sixth depth of joist, one-third at ends. Do not bore holes larger than one-third depth of joist; do not locate closer than 2 inches (50 mm) from top or bottom.
- D. Provide solid blocking of 2-inch nominal (38-mm actual) thickness by depth of joist at ends of joists unless nailed to header or band.

- E. Lap members framing from opposite sides of beams, girders, or partitions not less than 4 inches (102 mm) or securely tie opposing members together. Provide solid blocking of 2-inch nominal (38-mm actual) thickness by depth of joist over supports.
- F. Provide solid blocking between joists under jamb studs for openings.
- G. Under non-load-bearing partitions, provide double joists separated by solid blocking equal to depth of studs above.
 - 1. Provide triple joists separated as above, under partitions receiving ceramic tile and similar heavy finishes or fixtures.
- H. Provide bridging of diagonal wood bridging formed from bevel-cut, 1-by-3-inch nominal- (19-by-64-mm actual-) size lumber, double-crossed and nailed at both ends to joists, at intervals of 96 inches (2438 mm) o.c., between joists.

3.5 CEILING JOIST AND RAFTER FRAMING INSTALLATION

- A. Ceiling Joists: Install with crown edge up and complying with requirements specified above for floor joists. Face nail to ends of parallel rafters.
 - 1. Where ceiling joists are at right angles to rafters, provide additional short joists parallel to rafters from wall plate to first joist; nail to ends of rafters and to top plate, and nail to first joist or anchor with framing anchors or metal straps. Provide 1-by-8-inch nominal- (19-by-184-mm actual-) size or 2-by-4-inch nominal- (38-by-89-mm actual-) size stringers spaced 48 inches (1200 mm) o.c. crosswise over main ceiling joists.
- B. Rafters: Notch to fit exterior wall plates and toe nail or use metal framing anchors as indicated on drawings. Double rafters to form headers and trimmers at openings in roof framing, if any, and support with metal hangers. Where rafters abut at ridge, place directly opposite each other and nail to ridge member or use metal ridge hangers.
 - 1. At valleys, provide double-valley rafters of size indicated or, if not indicated, of same thickness as regular rafters and 2 inches (50 mm) deeper. Bevel ends of jack rafters for full bearing against valley rafters.
 - 2. At hips, provide hip rafter of size indicated or, if not indicated, of same thickness as regular rafters and 2 inches (50 mm) deeper. Bevel ends of jack rafters for full bearing against hip rafter.
- C. Provide collar beams (ties) as indicated or, if not indicated, provide 1-by-6-inch nominal- (19-by-140-mm actual-) size boards between every third pair of rafters, but not more than 48 inches (1219 mm) o.c. Locate below ridge member, at third point of rafter span. Cut ends to fit roof slope and nail to rafters.
- D. Provide special framing as indicated for eaves, overhangs, dormers, and similar conditions if any.

3.6 STAIR FRAMING INSTALLATION

- A. Provide stair framing members of size, space, and configuration indicated or, if not indicated, to comply with the following requirements:
 - 1. Size: 2-by-12-inch nominal (38-by-286-mm actual) size, minimum.
 - 2. Material: Solid lumber.
 - 3. Notching: Notch rough carriages to receive treads, risers, and supports; leave at least 5 inches (127 mm) of effective depth.
 - 4. Spacing: At least three framing members for each 36-inch (914-mm) clear width of stair.
- B. Provide stair framing with no more than 3/16-inch (4.7-mm) variation between adjacent treads and risers and no more than 3/8-inch (9.5-mm) variation between largest and smallest treads and risers within each flight.

3.7 PROTECTION

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

END OF SECTION 061000

SECTION 06 20 23

INTERIOR FINISH CARPENTRY

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. Interior trim, including non-fire-rated interior door and sidelight frames.
- 2. Fire-rated interior door and sidelight frames.
- 3. Interior plywood paneling.

- B. Related Requirements:

- 1. Section 06 10 00 "Rough Carpentry" for furring, blocking, and other carpentry work not exposed to view and for framing exposed to view.
- 2. Section 09 90 00 "Paints and Coatings" for priming and painting of interior finish carpentry.

1.3 DEFINITIONS

- A. MDF: Medium-density fiberboard.
- B. MDO: Plywood with a medium-density overlay on the face.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of process and factory-fabricated product. Indicate component materials, dimensions, profiles, textures, and colors and include construction and application details.
 - 1. Include data for wood-preservative treatment from chemical-treatment manufacturer and certification by treating plant that treated materials comply with requirements. Indicate type of preservative used and net amount of preservative retained. Include chemical-treatment manufacturer's written instructions for finishing treated material.

2. Include data for fire-retardant treatment from chemical-treatment manufacturer and certification by treating plant that treated materials comply with requirements.
3. For products receiving a waterborne treatment, include statement that moisture content of treated materials was reduced before shipment to Project site to levels specified.
4. Include copies of warranties from chemical-treatment manufacturers for each type of treatment.

1.5 QUALITY ASSURANCE

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Stack lumber, plywood, and other panels flat with spacers between each bundle to provide air circulation. Protect materials from weather by covering with waterproof sheeting, securely anchored. Provide for air circulation around stacks and under coverings.
- B. Deliver interior finish carpentry materials only when environmental conditions meet requirements specified for installation areas. If interior finish carpentry materials must be stored in other than installation areas, store only where environmental conditions meet requirements specified for installation areas.

1.7 FIELD CONDITIONS

- A. Environmental Limitations: Do not deliver or install interior finish carpentry materials until building is enclosed and weatherproof, wet work in space is completed and nominally dry, and HVAC system is operating and maintaining temperature and relative humidity at occupancy levels during the remainder of the construction period.
- B. Do not install finish carpentry materials that are wet, moisture damaged, or mold damaged.
 1. Indications that materials are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 2. Indications that materials are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

- A. Lumber: DOC PS 20 and the following grading rules:
 1. NeLMA: Northeastern Lumber Manufacturers' Association, "Standard Grading Rules for Northeastern Lumber."
 2. NHLA: National Hardwood Lumber Association, "Rules for the Measurement and Inspection of Hardwood & Cypress."

3. NLGA: National Lumber Grades Authority, "Standard Grading Rules for Canadian Lumber."
 4. SPIB: The Southern Pine Inspection Bureau, "Standard Grading Rules for Southern Pine Lumber."
 5. WCLIB: West Coast Lumber Inspection Bureau, Standard No. 17, "Grading Rules for West Coast Lumber."
 6. WWPA: Western Wood Products Association, "Western Lumber Grading Rules."
- B. Factory mark each piece of lumber with grade stamp of inspection agency indicating grade, species, moisture content at time of surfacing, and mill.
1. For exposed lumber, mark grade stamp on end or back of each piece.
- C. Softwood Plywood: DOC PS 1.
- D. Hardboard: AHA A135.4.
- E. MDF: ANSI A208.2, Grade 130.
- F. Particleboard: ANSI A208.1, Grade M-2.
- G. Melamine-Faced Particleboard: Particleboard complying with ANSI A208.1, Grade M-2, finished on both faces with thermally fused, melamine-impregnated decorative paper and complying with requirements of NEMA LD3, Grade VGL, for test methods 3.3, 3.4, 3.6, 3.8, and 3.10.
1. Color: White.

2.2 INTERIOR TRIM

- A. Softwood Lumber Trim for Transparent Finish (Stain or Clear Finish):
1. Species and Grade: White woods, 2 Common; WWPA.
 2. Species and Grade: Douglas fir-larch or Douglas fir south, Prime or D finish; NLGA, WCLIB, or WWPA.
 3. Maximum Moisture Content: 19 percent.
 4. Finger Jointing: Not allowed.
 5. Face Surface: Surfaced (smooth).
- B. Hardwood Lumber Trim for Transparent Finish (Stain or Clear Finish):
1. Species and Grade: Red oak; A Finish; NHLA.
 2. Maximum Moisture Content: 13 percent.
 3. Finger Jointing: Not allowed.
 4. Gluing for Width: Use for lumber trim wider than 6 inches.
 5. Veneered Material: Use for lumber trim wider than 6 inches.
 6. Face Surface: Surfaced (smooth).
 7. Matching: Selected for compatible grain and color.

- C. Lumber Trim for Opaque Finish (Painted Finish):
1. Species and Grade: White woods, 2 Common; WWPA.
 2. Species and Grade: Spruce-pine-fir, 2 Common; NeLMA, NLGA, WCLIB, or WWPA.
 3. Maximum Moisture Content: 19 percent.
 4. Finger Jointing: Not allowed.
 5. Face Surface: Surfaced (smooth).
- D. Softwood Moldings for Transparent Finish (Stain or Clear Finish): WMMPA WM 4, N-grade wood moldings. Made to patterns included in WMMPA WM 12.
1. Species: Southern pine or Douglas fir.
 2. Maximum Moisture Content: 15 percent with at least 85 percent of shipment at 12 percent or less.
 3. Finger Jointing: Not allowed.
 4. Matching: Selected for compatible grain and color.
 5. Base Pattern: WM 713, 9/16-by-3-1/4-inch ranch base.
 6. Shoe-Mold Pattern: WM 126, 1/2-by-3/4-inch quarter-round shoe mold.
 7. Casing Pattern: WM 327, 11/16-by-2-1/4-inch clamshell casing.
 8. Mull-Casing Pattern: WM 983, 3/8-by-1-3/4-inch featheredge casing.
 9. Stop Pattern: WM 856, 3/8-by-1-3/8-inch ranch stop.
 10. Chair-Rail Pattern: WM 297, 11/16-by-3-inch chair rail.
- E. Hardwood Moldings for Transparent Finish (Stain or Clear Finish): WMMPA HWM 2, N-grade wood moldings made to patterns included in WMMPA HWM 1.
1. Species: Red oak.
 2. Kiln-dried softwood with exposed surfaces veneered with species indicated, may be used in lieu of solid wood.
 3. Maximum Moisture Content: 9 percent.
 4. Finger Jointing: Not allowed.
 5. Matching: Selected for compatible grain and color.
 6. Base Pattern: HWM 633, 7/16-by-3-1/4-inch ogee base.
 7. Shoe-Mold Pattern: HWM 129, 7/16-by-11/16-inch quarter-round shoe mold.
 8. Casing Pattern: HWM 328, 1/2-by-2-1/4-inch clamshell casing.
 9. Mull-Casing Pattern: HWM 989, 3/16-by-2-inch square-edge casing.
 10. Stop Pattern: HWM 856, 3/8-by-1-3/8-inch ranch stop.
 11. Chair-Rail Pattern: HWM 297, 11/16-by-3-inch chair rail.
- F. Moldings for Opaque Finish (Painted Finish): Made to patterns included in WMMPA WM 12.
1. Softwood Moldings: WMMPA WM 4, P grade.
 - a. Species: Eastern white, Idaho white, lodgepole, ponderosa, radiata, or sugar pine.
 - b. Maximum Moisture Content: 15 percent with at least 85 percent of shipment at 12 percent or less.
 2. Hardwood Moldings: WMMPA HWM 2, P-grade.
 - a. Species: Aspen, basswood, cottonwood, gum, magnolia, soft maple, tupelo, or yellow poplar.
 - b. Maximum Moisture Content: 9 percent.
 3. Optional Material: Primed MDF.

4. Finger Jointing: Not allowed.
5. Base Pattern: WM 623, 9/16-by-3-1/4-inch ogee base or as approved by MCA.
6. Shoe-Mold Pattern: WM 131, 1/2-by-3/4-inch ogee shoe mold or as approved by MCA.
7. Casing Pattern: WM 327, 11/16-by-2-1/4-inch clamshell casing or as approved by MCA.
8. Mull-Casing Pattern: WM 957, 3/8-by-1-3/4-inch beaded-edge casing or as approved by MCA.
9. Stop Pattern: WM 886, 3/8-by-1-3/8-inch bullnose stop or as approved by MCA.
10. Chair-Rail Pattern: WM 297, 11/16-by-3-inch chair rail or as approved by MCA.

2.3 FIRE-RATED INTERIOR DOOR FRAMES

- A. Frames, complete with casings, fabricated from fire-retardant particleboard or fire-retardant MDF with veneered exposed surfaces, or from solid fire-retardant-treated wood. Frames shall comply with NFPA 80 and be listed and labeled by a testing and inspecting agency acceptable to authorities having jurisdiction, based on testing according to NFPA 252.
 1. Basis-of-Design Product: Subject to compliance with requirements, Species: Red oak.
 2. Fire Rating: 60 minutes.

2.4 MISCELLANEOUS MATERIALS

- A. Fasteners for Interior Finish Carpentry: Nails, screws, and other anchoring devices of type, size, material, and finish required for application indicated to provide secure attachment, concealed where possible.
- B. Glue: Aliphatic-resin, polyurethane, or resorcinol wood glue recommended by manufacturer for general carpentry use.
- C. Installation Adhesive for Foam Plastic Moldings: Product recommended for indicated use by foam plastic molding manufacturer.
- D. Paneling Adhesive: Comply with paneling manufacturer's written recommendations for adhesives.
- E. Multipurpose Construction Adhesive: Formulation complying with ASTM D 3498 that is recommended for indicated use by adhesive manufacturer.

2.5 FABRICATION

- A. Back out or kerf backs of the following members except those with ends exposed in finished work:
 1. Interior standing and running trim except shoe and crown molds.
 2. Wood-board paneling.
- B. Ease edges of lumber less than 1 inch in nominal thickness to 1/16-inch radius and edges of lumber 1 inch or more in nominal thickness to 1/8-inch radius.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, with Installer present, for compliance with requirements for installation tolerances and other conditions affecting performance.
- B. Examine finish carpentry materials before installation. Reject materials that are wet, moisture damaged, and mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 PREPARATION

- A. Clean substrates of projections and substances detrimental to application.
- B. Before installing interior finish carpentry, condition materials to average prevailing humidity in installation areas for a minimum of 24 hours

3.3 INSTALLATION, GENERAL

- A. Do not use materials that are unsound, warped, improperly treated or finished, inadequately seasoned, too small to fabricate with proper jointing arrangements, or with defective surfaces, sizes, or patterns.
- B. Install interior finish carpentry level, plumb, true, and aligned with adjacent materials. Use concealed shims where necessary for alignment.
 - 1. Scribe and cut interior finish carpentry to fit adjoining work. Refinish and seal cuts as recommended by manufacturer.
 - 2. Where face fastening is unavoidable, countersink fasteners, fill surface flush, and sand unless otherwise indicated.
 - 3. Install to tolerance of 1/8 inch in 96 inches for level and plumb. Install adjoining interior finish carpentry with 1/32-inch maximum offset for flush installation and 1/16-inch maximum offset for reveal installation.
 - 4. Install stairs with no more than 3/16-inch variation between adjacent treads and risers and with no more than 3/8-inch variation between largest and smallest treads and risers within each flight.
 - 5. Coordinate interior finish carpentry with materials and systems in or adjacent to it. Provide cutouts for mechanical and electrical items that penetrate interior finish carpentry.

3.4 STANDING AND RUNNING TRIM INSTALLATION

- A. Install with minimum number of joints practical, using full-length pieces from maximum lengths of lumber available. Do not use pieces less than 24 inches long, except where necessary. Stagger

joints in adjacent and related standing and running trim. Cope at returns, miter at outside corners, and cope at inside corners to produce tight-fitting joints with full-surface contact throughout length of joint. Use scarf joints for end-to-end joints. Plane backs of casings to provide uniform thickness across joints where necessary for alignment.

1. Match color and grain pattern of trim for transparent finish (stain or clear finish) across joints.
2. Install trim after gypsum-board joint finishing operations are completed.
3. Install without splitting; drill pilot holes before fastening where necessary to prevent splitting. Fasten to prevent movement or warping. Countersink fastener heads on exposed carpentry work and fill holes.

3.5 ADJUSTING

- A. Replace interior finish carpentry that is damaged or does not comply with requirements. Interior finish carpentry may be repaired or refinished if work complies with requirements and shows no evidence of repair or refinishing. Adjust joinery for uniform appearance.

3.6 CLEANING

- A. Clean interior finish carpentry on exposed and semiexposed surfaces. Restore damaged or soiled areas and touch up factory-applied finishes, if any.

3.7 PROTECTION

- A. Protect installed products from damage from weather and other causes during construction.
- B. Remove and replace finish carpentry materials that are wet, moisture damaged, and mold damaged.
 1. Indications that materials are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 2. Indications that materials are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

END OF SECTION

SECTION 08 16 00

MOLDED COMPOSITE DOORS

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. Bifold Doors
 - 2. Passage Doors

1.3 REFERENCES

- A. Association (NFPA)
 - 1. NFPA 252: Standard Methods of Fire Tests of Door Assemblies.
- B. Underwriters Laboratories, Inc. (UL)
 - 1. UL10B: Standard for Fire Tests of Door Assemblies (Note: Neutral pressure testing standard)
 - 2. UL 10C: Standard for Positive Pressure Fire Tests of Door Assemblies.
- C. Underwriters' Laboratories of Canada (ULC)
 - 1. CAN4-S104: Standard Method for Fire Tests of Door Assemblies.
- D. Uniform Building Code Standard 7-2 (UBC)
 - 1. UBC 7-2 (1994): Fire Tests of Door Assemblies. (Note: Neutral pressure testing standard).
 - 2. UBC 7-2 (1997): Fire Test of Door Assemblies. (Note: Positive pressure testing standard).

1.4 DESIGN REQUIREMENTS

- A. Fire-Rated Door Assemblies: Fire door assemblies shall meet or exceed fire-protection ratings indicated when tested in accordance with NFPA 252.

1.5 ACTION SUBMITTALS

- A. Refer to Section 01 33 00 "Submittal Procedures".

- B. Product Data: Submit door manufacturer current product literature, including installation instruction.
- C. Quality Assurance Submittals
 - 1. Manufacturer Instructions: Provide manufacturer's written installation instructions.

1.6 DELIVERY, STORAGE AND HANDLING

- A. Refer to Section 01 60 00 "Product Requirements".
- B. Deliver doors, materials and components in manufacturer's original, unopened, undamaged containers with identification labels intact.
- C. Store doors as recommended by manufacturer.
- D. Project Conditions: Environmental limitations: Do not deliver or install doors until spaces are enclosed and weather tight, wet work in spaces is complete and dry, and heating system is operating and maintaining temperature between 60 and 90 degree F and relative humidity between 43 and 70 percent during the remainder of the construction period.

1.7 WARRANTY

- A. Manufacturer standard warranty indicating that the door will be free from material and workmanship defects from the date of substantial completion for the time periods indicated below:
 - 1. Door Unit: 5 years

1.8 QUALITY ASSURANCE

- A. Source Limitations: Obtain composite doors from single manufacturer.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturers: Subject to compliance with requirements, available manufactures offering products that may incorporated into the Work include the following:
 - 1. JELD-WEN® Interior Doors; 3305 Lakeport Blvd; Klamath Falls, OR 97601, USA
- B. Substitutions: or equal.
- C. Requests for substitutions will be considered in accordance with Section 01 60 00.
 - 1. When submitting request for substitution, provide complete product data and MSDS sheet for each substitute product.

2.2 BIFOLD DOORS

- A. Door Design
 - 1. Surface Finish: Painted
 - 2. Panels and Sticking Profile: Match Existing
- B. Core: Hollow core, thickness 1-3/8 inch.
- C. Hardware: Wood Knob
 - 1. Finish: Match Existing
- D. Finish: Prefinished
 - 1. Color: White

2.3 PASSAGE DOORS

- A. Door Design
 - 1. Surface Finish: Textured
 - 2. Panels and Sticking Profile:
 - a. Six panels, with ovolo sticking.
- B. Core and Frame
 - 1. Solid core with combination wood/MDF frame. Thickness: 1-3/8 inch.
 - 2. Jamb
 - a. Jamb Width: 4-9/16 inch or 5-1/4 inch
 - b. Jamb Type: Flat
 - c. Jamb Species: Finger-Jointed Pine
- C. Hardware
 - 1. Finish: As selected by owner from manufacturer's standard finishes.
- D. Finish: Pre-primed

PART 3 - EXECUTION

3.1 GENERAL

- A. Install doors in accordance with manufacturer's installation guidelines and recommendations.

3.2 EXAMINATION

- A. Inspect door prior to installation.
- B. Inspect rough opening for compliance with door manufacturer recommendations. Verify rough opening conditions are within recommended tolerances.

3.3 PREPARATION

- A. Prepare door for installation in accordance with manufacturer's recommendations.
- B. Trim bottom of jamb sides to achieve desired distance between door bottom and finished floor height.

3.4 PASSAGE DOOR INSTALLATION

- A. Place door unit into opening and level hinge side of jamb. Use shims fastened through jamb and stop to level and temporarily secure in place.
- B. Level latch side of jamb. Use shims fastened through jamb and stop to level and temporarily secure in place.
- C. Verify spacing between jamb and door is uniform on all sides. Adjust as necessary.
- D. Shim top of jamb in center of opening and fasten with nail.
 - 1. Re-check for square, level and even spacing around door. Nail securely in place through stop, jamb, shims and into studs every 12 inches.
- E. Set nails.
- F. Install trim on both sides using nails every 12 to 16 inches.

3.5 BIFOLD DOOR INSTALLATION

- A. Attach door hardware to door.
- B. Attach jamb hardware.
 - 1. Fasten overhead track in center of finished opening by inserting screws through pre-drilled holes.
 - 2. Attach jamb brackets flush to finished floor in line with overhead track.
- C. Install door assemblies.
 - 1. Place pivot pin in hole at top corner bracket and place guide wheel in track.
 - 2. Lift door assembly and drop bottom pin into bottom bracket hole.
- D. Check positioning and operation. Adjust hardware if necessary.

END OF SECTION

SECTION 090190.52

MAINTENANCE REPAINTING

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 maintenance repainting as follows:
1. Removing existing paint.
 2. Patching substrates.
 3. Repainting.
- B. Related Requirements:
1. Section 09900 "Paints and Coatings" for paint materials and systems for new construction.

1.3 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.

1.4 SEQUENCING AND SCHEDULING

- A. Perform maintenance repainting in the following sequence, which includes work specified in this and other Sections:
1. Dismantle existing surface-mounted objects and hardware 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 surfaces to be painted.
 4. Remove existing paint to the degree required for each substrate and surface condition of existing paint.
 5. Apply paint system.
 6. Reinstall dismantled surface-mounted objects and hardware unless otherwise indicated.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.
1. Include recommendations for product application and use.
 2. Include test data substantiating that products comply with requirements.

- B. Sustainable Design Submittals:
 - 1. Product Data: For paints and coatings, indicating VOC content.
- C. Samples: For each type of paint system and each pattern, color, and gloss; in sizes indicated below.
 - 1. Include stepped Samples defining each separate coat, including fillers and primers. Resubmit until each required sheen, color, and texture is achieved.
 - 2. For each painted color being matched to a standardized color-coding system, include the color chips from the color-coding-system company with Samples.
 - 3. Include a list of materials for each coat of each Sample.
 - 4. Label each Sample for location and application.
 - 5. Sample Size:
 - a. Painted Surfaces: 4-by-8-inch (100-by-200-mm) Samples for each color and material, on hardboard.
- D. Product List: For each paint product indicated, include the following:
 - 1. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.
 - 2. Printout of current "MPI Approved Products List" for each MPI-product category specified in paint systems, with the proposed product highlighted.
 - 3. VOC content.

1.6 INFORMATIONAL SUBMITTALS

- A. Color Matching Certificate: For computer-matched colors.
- B. Preconstruction Test Reports: For cleaning materials, paint removers and paint coatings and systems.

1.7 MAINTENANCE MATERIAL SUBMITTALS

- A. Furnish extra paint materials, from the same production run, that match products applied and that are packaged with protective covering for storage and identified with labels describing contents, including material, finish, source, and location on building.
 - 1. Quantity: Furnish Owner with an additional 1 gal. (3.8 L) container, as appropriate, of each material and color applied.

1.8 QUALITY ASSURANCE

- A. Color Matching: Custom computer-match paint colors to owner selected colors on adjacent existing surfaces. For colors indicated by a standardized coding system, obtain a color chip for each color indicated from the color-coding-system company; computer match paint colors to the color chips.
- B. Mockups: Prepare mockups of maintenance repainting processes for each type of coating system and substrate indicated and each color and finish required to demonstrate aesthetic effects and to

set quality standards for materials and execution. Duplicate appearance of approved Sample submittals.

1. Locate mockups in locations that enable viewing under same conditions as the completed Work.
2. Coating Mockups: Two surfaces of at least 50 sq. ft. (4.5 sq. m) to represent surfaces and conditions for application of each type of coating system under same conditions as the completed Work.
3. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.9 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 (7 deg C).
 1. Maintain containers in clean condition, free of foreign materials and residue.
 2. Remove rags and waste daily.

1.10 FIELD CONDITIONS

- A. Weather Limitations: Proceed with maintenance repainting only when existing and forecasted weather conditions are within the environmental limits set by each manufacturer's written instructions and specified requirements.
- B. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F (10 and 35 deg C).
- C. Do not apply paint in snow, rain, fog, or mist; when relative humidity exceeds 85 percent; at temperatures less than 5 deg F (3 deg C) above the dew point; or to damp or wet surfaces.
 1. Painting may continue during inclement weather if surfaces and areas to be painted are enclosed and heated within temperature limits specified by manufacturer for surface preparation and during paint application and drying periods.

PART 2 - PRODUCTS

2.1 PREPARATORY CLEANING MATERIALS

- A. Water: Potable.
- B. Detergent Solution: Solution prepared by mixing 2 cups (0.5 L) of tetrasodium pyrophosphate (TSPP), 1/2 cup (125 mL) of laundry detergent that contains no ammonia, 5 quarts (5 L) of 5 percent sodium hypochlorite bleach, and 15 quarts (15 L) of warm water for every 5 gal. (20 L) of solution required.

- C. Mildewcide: Commercial proprietary mildewcide or a job-mixed solution prepared by mixing 1/3 cup (80 mL) of household detergent that contains no ammonia, 1 quart (1 L) of 5 percent sodium hypochlorite bleach, and 3 quarts (3 L) of warm water.

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. Colors: As selected by Owner from full range of industry colors computer matched to existing adjacent colors.

2.3 PAINT MATERIALS, GENERAL

- A. MPI Standards: Provide products that comply with MPI standards indicated and that are listed in its "MPI Approved Products List."
- B. VOC Content: For field applications, paints and coatings shall comply with VOC content limits of authorities having jurisdiction and the following VOC content limits:
 - 1. Flat Paints and Coatings: 50 g/L.
 - 2. Nonflat Paints and Coatings: 50 g/L.
 - 3. Primers, Sealers, and Undercoaters: 100 g/L.
 - 4. Shellacs, Clear: 730 g/L.
- C. Low-Emitting Materials: For field applications that are inside the weatherproofing system, 90 percent of paints and coatings shall comply with the requirements of the California Department of Public Health's "Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources Using Environmental Chambers."
- D. Transition Coat: Paint manufacturer's recommended coating for use where a residual existing coating is incompatible with the paint system.

2.4 PAINT MATERIAL MANUFACTURERS

- A. Basis-of-Design Product: Subject to compliance with requirements, provide Coronado® Paint manufactured by Benjamin Moore & Co.; or comparable products by one of the following:
 - 1. Behr Process Corporation
 - 2. The Sherwin-Williams Company
- B. Substitutions: or equal.
- C. Requests for substitutions will be considered in accordance with Section 01 60 00.

1. When submitting request for substitution, provide complete product data and MSDS sheet for each substitute product.

2.5 PAINT MATERIALS

A. Primers and Sealers:

1. Primer, Stain Blocking, Water Based: KILZ Restoration™ Interior Primer

B. Water-Based Paints:

1. Finish: Gloss, Semi-Gloss, Eggshell, Satin, or Flat to match existing.
2. Coats: Apply quantity of coats to match existing. Finish per manufacturer or industry requirements if not matching.

2.6 PATCHING MATERIALS

A. Wood-Patching Compound: Two-part, epoxy-resin, wood-patching compound; knife-grade formulation as recommended in writing by manufacturer for type of wood repair indicated, tooling time required for the detail of work, and site conditions. Compound shall be designed for filling voids in damaged wood materials that have deteriorated from weathering and decay. Compound shall be capable of filling deep holes and spreading to feather edge.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Abatron, Inc.
 - b. Advanced Repair Technology, Inc.
 - c. ConServ Epoxy LLC.
 - d. Gougeon Brothers, Inc.
 - e. Polymeric Systems, Inc.
 - f. Protective Coating Company.
 - g. System Three Resins, Inc.

B. Gypsum-Plaster Patching Compound: Finish coat plaster and bonding compound according to ASTM C 842 and manufacturer's written instructions.

PART 3 - EXECUTION

3.1 PROTECTION

A. Comply with each manufacturer's written instructions for protecting building and other surfaces against damage from exposure to its products. Prevent chemical solutions from coming into contact with people, motor vehicles, landscaping, buildings, and other surfaces that could be harmed by such contact.

1. Cover adjacent surfaces with materials that are proven to resist chemical solutions being used unless the solutions will not damage adjacent surfaces. Use protective materials that are UV resistant and waterproof. Apply masking agents to comply with manufacturer's

written instructions. Do not apply liquid masking agent to painted or porous surfaces. When no longer needed, promptly remove masking to prevent adhesive staining.

2. Do not apply chemical solutions during winds of sufficient force to spread them to unprotected surfaces.
3. Neutralize and collect alkaline and acid wastes before disposal.
4. Dispose of runoff from operations by legal means and in a manner that prevents soil erosion, undermining of paving and foundations, damage to landscaping, and water penetration into building interiors.

3.2 MAINTENANCE REPAINTING, GENERAL

- A. Maintenance Repainting 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 painted surface.
- B. Execution of the Work: In repainting surfaces, disturb them as minimally as possible and as follows:
 1. Remove failed coatings and corrosion and repaint.
 2. Verify that substrate surface conditions are suitable for repainting.
 3. Allow other trades to repair items in place before repainting.
- C. Mechanical Abrasion: Where mechanical abrasion is needed for the work, use gentle methods, such as scraping and lightly hand sanding, that will not abrade softer substrates, reducing clarity of detail.
- D. Heat Processes: Do not use torches, heat guns, or heat plates.

3.3 EXAMINATION

- A. Examine substrates and conditions, with Installer present, for compliance with requirements for maximum moisture content and other conditions affecting performance of painting work. Comply with paint manufacturer's written instructions for inspection.
- B. Maximum Moisture Content of Substrates: Do not begin application of coatings unless moisture content of exposed surface is below the maximum value recommended in writing by paint manufacturer and not greater than the following maximum values when measured with an electronic moisture meter appropriate to the substrate material:
 1. Gypsum Board: 12 percent.
 2. Portland Cement Plaster: 12 percent.
 3. Wood: 15 percent.
- C. Alkalinity: Do not begin application of coatings unless surface alkalinity is within range recommended in writing by paint manufacturer. Conduct alkali testing with litmus paper on exposed plaster, cementitious, and masonry surfaces.
- D. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.

1. If existing surfaces cannot be prepared to an acceptable condition for proper finishing by using specified surface-preparation methods, notify Architect in writing.
- E. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.
 1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.4 PREPARATORY CLEANING

- A. General: Use the gentlest, appropriate method necessary to clean surfaces in preparation for painting. Clean all surfaces, corners, contours, and interstices.
- B. Detergent Cleaning: Wash surfaces by hand using clean rags, sponges, and bristle brushes. Scrub surface with detergent solution and bristle brush until soil is thoroughly dislodged and can be removed by rinsing. Use small brushes to remove soil from joints and crevices. Dip brush in solution often to ensure that adequate fresh detergent is used and that surface remains wet. Rinse with water applied by clean rags or sponges.
- C. Solvent Cleaning: Use solvent cleaning to remove oil, grease, smoke, tar, and asphalt from painted or unpainted surfaces before other preparation work. Wipe surfaces with solvent using clean rags and sponges. If necessary, spot-solvent cleaning may be employed just prior to commencement of paint application, provided enough time is allowed for complete evaporation. Use clean solvent and clean rags for the final wash to ensure that all foreign materials have been removed. Do not use solvents, including primer thinner and turpentine, that leave residue.
- D. Mildew: Clean off existing mildew, algae, moss, plant material, loose paint, grease, dirt, and other debris by scrubbing with bristle brush or sponge and detergent solution. Scrub mildewed areas with mildewcide. Rinse with water applied by clean rags or sponges.

3.5 PAINT REMOVAL

- A. General: Remove paint where indicated. Where cleaning methods have been attempted and further removal of the paint is required because of incompatible or unsatisfactory surfaces for repainting, remove paint to extent required by conditions.
 1. Application: Apply paint removers according to paint-remover manufacturer's written instructions. Do not allow paint removers to remain on surface for periods longer than those indicated or recommended in writing by manufacturer.
 - a. Apply materials to all surfaces, corners, contours, and interstices, to provide a uniform final appearance without streaks.
 - b. After work is complete, remove protection no longer required. Remove tape and adhesive marks.
 2. Brushes: Use brushes that are resistant to chemicals being used.
 - a. Wood Substrates: Do not use wire brushes.

- B. Paint Removal with Hand Tools: Remove paint manually using hand-held scrapers, wire brushes, sandpaper, and metallic wool as appropriate for the substrate material.

3.6 SUBSTRATE REPAIR

- A. General: Repair substrate surface defects that are inconsistent with the surface appearance of adjacent materials and finishes.
- B. Wood Substrate:
 - 1. Repair wood defects including dents and gouges more than 1/8 inch (3 mm) in size and all holes and cracks by filling with wood-patching compound and sanding smooth. Reset or remove protruding fasteners.
 - 2. Where existing paint is allowed to remain, sand irregular buildup of paint, runs, and sags to achieve a uniformly smooth surface.
- C. Gypsum-Plaster and Gypsum-Board Substrates:
 - 1. Repair defects including dents and chips more than 1/8 inch (3 mm) in size and all holes and cracks by filling with gypsum-plaster patching compound and sanding smooth. Remove protruding fasteners.
 - 2. Rout out surface cracks to remove loose, unsound material; fill with patching compound and sand smooth.

3.7 PAINT APPLICATION, GENERAL

- A. Comply with manufacturers' written instructions for application methods unless otherwise indicated in this Section.
- B. Prepare surfaces to be painted according to the Surface-Preparation Schedule and with manufacturer's written instructions for each substrate condition.
- C. Apply a transition coat over incompatible existing coatings.
- D. Blending Painted Surfaces: When painting new substrates patched into existing surfaces or touching up missing or damaged finishes, apply coating system specified for the specific substrate. Apply final finish coat over entire surface from edge to edge and corner to corner.

3.8 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.

3.9 SURFACE-PREPARATION SCHEDULE

- A. General: Before painting, prepare surfaces for painting according to applicable requirements specified in this schedule.
 - 1. Examine surfaces to evaluate each surface condition according to paragraphs below.
 - 2. Where existing degree of soiling prevents examination, preclean surface and allow it to dry before making an evaluation.
 - 3. Repair substrate defects according to "Substrate Repair" Article.
- B. Surface Preparation for MPI DSD 0 Degree of Surface Degradation:
 - 1. Surface Condition: Existing paint film in good condition and tightly adhered.
 - 2. Paint Removal: Not required.
 - 3. Preparation for Painting: Wash surface by detergent cleaning; use solvent cleaning where needed. Roughen or degloss cleaned surfaces to ensure paint adhesion according to paint manufacturer's written instructions.
- C. Surface Preparation for MPI DSD 1 Degree of Surface Degradation:
 - 1. Surface Condition: Paint film cracked or broken but adhered.
 - 2. Paint Removal: Scrape by hand-tool cleaning methods to remove loose paint until only tightly adhered paint remains.
 - 3. Preparation for Painting: Wash surface by detergent cleaning; use other cleaning methods for small areas of bare substrate if required. Roughen, degloss, and sand the cleaned surfaces to ensure paint adhesion and a smooth finish according to paint manufacturer's written instructions.

END OF SECTION 090190.52

SECTION 09 29 00

GYPSUM BOARD ASSEMBLIES

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. Gypsum Board and Joint Treatments.
 2. Mold and Mildew Resistant Gypsum Board.
 3. Related Accessories.

1.3 REFERENCES

- A. American National Standards Institute (ANSI/ASSE).
- B. ASTM International (ASTM).
- C. Gypsum Association (GA).
- D. Occupational Safety and Health Administration (OSHA).
- E. Underwriters Laboratories (UL).

1.4 SUBMITTALS

- A. Submit under provisions of Section 01 30 00.
- B. Product Data: Manufacturer's data sheets on each product to be used, including:
 1. Preparation instructions and recommendations.
 2. Storage and handling requirements and recommendations.
 3. Installation methods.
- C. Submit Material Safety Data Sheets (MSDS) prior to commencement of work for review and for filing at job site as required.
- D. Manufacturer's Certificates: Certify products meet or exceed specified requirements.

1.5 DELIVERY, STORAGE, AND HANDLING

- A. Store materials inside under cover and keep them dry and protected against weather, condensation, direct sunlight, construction traffic, and other potential causes of damage. Stack panels flat and supported on risers on a flat platform to prevent sagging.
- B. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.
- C. Do not install panels that are wet, those that are moisture damaged, and those that are mold damaged.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturers: Subject to compliance with requirements, available manufactures offering products that may incorporated into the Work include the following:
 - 1. American Gypsum.
 - 2. CertainTeed Gypsum, Inc.
 - 3. Georgia-Pacific Gypsum
 - 4. National Gypsum Co.
 - 5. Pabco Gypsum, Inc.
 - 6. USG Corporation.
- B. Substitutions: or equal.
- C. Requests for substitutions will be considered in accordance with Section 01 60 00.
 - 1. When submitting request for substitution, provide complete product data and MSDS sheet for each substitute product.

2.2 GYPSUM PRODUCTS, GENERAL

- A. Size: Provide maximum lengths and widths available that will minimize joints in each area that correspond with the support system indicated.
- B. Recycled Content: Provide gypsum panel products with recycled content such that post consumer recycled content plus one-half of pre-consumer recycled content constitutes a minimum 50 percent by weight.

2.3 INTERIOR GYPSUM MATERIALS

- A. Gypsum Wall/Ceiling Board: Gypsum core panel surfaced with paper on front and back edges and complying with ASTM C 1396 and ASTM C 36.
 - 1. Thickness: 1/2 inch (12.7 mm) on walls, 5/8" on ceilings, unless otherwise indicated.
 - 2. Width: 48 inches (1219 mm).
 - 3. Length: Use longest length available, avoiding unnecessary joints.
 - 4. Edges: Use square, rounded tapered, or tapered per required application.

- B. Mold Resistant Gypsum Board: Gypsum core panel enhanced with moisture-resistant wax emulsion and chemically treated to resist mold and mildew in the core and surfaced with mold and mildew resistant paper on front, back and long edges and complying with ASTM C 1396 Section 7 and ASTM C 630.
 - 1. Thickness: 1/2 inch (12.7 mm) on walls, 5/8" on ceilings, unless otherwise indicated.
 - 2. Width: 48 inches (1219 mm).
 - 3. Length: Use longest length available, avoiding unnecessary joints.
 - 4. Edges: Use square, rounded tapered, or tapered per required application.
 - 5. Mold and Mildew Resistance: Panel score of 10 when tested in accordance with ASTM D 3273.

2.4 GYPSUM JOINT TREATMENT AND FINISH PRODUCTS

- A. Materials
 - 1. Joint Treatment Tape: Complying with ASTM C 475 and GA-216.
 - 2. Joint Compound: Vinyl type pre-mixed compound; complying with ASTM C 475.
 - 3. Joint Compound: Level Five vinyl type pre-mixed compound; off-white color or tinted gray color; complying with ASTM C 475 and fulfilling ASTM C 840; designed for joint finishing of Level Five gypsum board.

- B. Joint Compound for Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.
 - 1. Prefilling: At open joints, rounded or beveled panel edges, and damaged surface areas, use setting-type taping compound.
 - 2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use drying-type, all-purpose compound.
 - a. Use setting-type compound for installing paper-faced metal trim accessories.
 - 3. Fill Coat: For second coat, use drying-type, all-purpose topping compound.
 - 4. Finish Coat: For third coat, use drying-type, all-purpose compound.
 - 5. Skim Coat: For final coat of Level 5 finish, use Level Five vinyl type pre-mixed compound.

2.5 ACCESSORY MATERIALS

- A. General: Provide auxiliary materials that comply with referenced installation standards and manufacturer's written recommendations.

- B. Corner Bead: Formed galvanized steel angle, min. base steel 0.014 in. thick, and complying with ASTM C 1047.
- C. Casing Bead: Formed galvanized steel or vinyl trim, matching existing application and complying with ASTM C 1047, type(s) as follows:
 - 1. J-shaped U-bead, for face nailing and finishing with joint treatment.
 - 2. J-shaped U-bead, requiring no finishing.
 - 3. L-shaped, for application over edge and finishing with joint treatment.
- D. Control Joint: Extruded vinyl formed with V-shaped slot covered with removable flexible vinyl strip; complying with ASTM C 1047.
- E. Control Joint: Bent zinc sheet formed with V-shaped slot, covered with plastic tape, with perforated flanges; complying with ASTM C 1047.
- F. Screws: ASTM C 954 or ASTM C 1002 or both with heads, threads, points, and finish as recommended by panel manufacturer.
- G. Nails: ASTM C 514 with heads, lengths, configurations, and finish as recommended by panel manufacturer.
- H. Acoustical Sealant: Nondrying, nonhardening, nonskinning, nonstaining, nonbleeding, gunnable type as recommended by panel manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- B. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.
- C. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 APPLYING INTERIOR GYPSUM BOARD

- A. Install interior gypsum board in the following locations:
 - 1. Wallboard Type: Vertical surfaces unless otherwise indicated.
 - 2. Type X: Where required for fire-resistance-rated assembly.
 - 3. Ceiling Type: Ceiling surfaces.
 - 4. Mold-Resistant Type: In Wet locations including bathroom, laundry rooms, and kitchens.

3.3 INSTALLATION

- A. Application: Apply and maintain conditions during installation in accordance with GA-216 and GA-238 and as follows:
1. Keep gypsum board dry throughout application.
 2. Do not use gypsum board that has visible mold growth.
 3. Apply gypsum board on walls with a minimum 1/4 inch (6.4 mm) gap between the gypsum board and the floor.
 4. Do not apply gypsum board over other building materials where conditions exist that are favorable to mold growth.
 5. Maintain a sound weather-tight building envelope including, such elements as the roof, sealants, windows, etc.
 6. Immediate and appropriate remediation measures must be taken as soon as water leaks or condensation sources are identified.
 7. If gypsum board is damaged by water, assess the need for replacement in accordance with GA-231.
- B. Install accordance with GA 216 and the following:
1. Gypsum Sheathing Board: ASTM C 1280 and GA-253.
 2. Gypsum Board and Joint Treatment: ASTM C 840 and GA-214.
 3. Gypsum panel manufacturer's published recommendations.
 4. Install ceiling panels across framing to minimize the number of abutting end joints and to avoid abutting end joints in central area of each ceiling. Stagger abutting end joints of adjacent panels not less than one framing member.
 5. Install panels with face side out. Butt panels together for a light contact at edges and ends with not more than 1/16 inch (1.5 mm) of open space between panels. Do not force into place.
 6. Locate edge and end joints over supports, except in ceiling applications where intermediate supports or gypsum board back-blocking is provided behind end joints. Do not place tapered edges against cut edges or ends. Stagger vertical joints on opposite sides of partitions. Do not make joints other than control joints at corners of framed openings.
 7. Form control and expansion joints with space between edges of adjoining gypsum panels.
 8. Cover both faces of support framing with gypsum panels in concealed spaces (above ceilings, etc.), except in chases braced internally.
 9. Wood Framing: Install gypsum panels over wood framing, with floating internal corner construction. Do not attach gypsum panels across the flat grain of wide-dimension lumber, including floor joists and headers. Float gypsum panels over these members or provide control joints to counteract wood shrinkage.

3.4 INSTALLING TRIM ACCESSORIES

- A. General: For trim with back flanges intended for fasteners, attach to framing with same fasteners used for panels. Otherwise, attach trim according to manufacturer's written instructions.
- B. Control Joints: Install control joints according to ASTM C 840.
- C. Interior Trim: Install in the following locations:

1. Cornerbead: Use at outside corners unless otherwise indicated.
2. U-Bead: Use at exposed panel edges.
3. Curved-Edge Cornerbead: Use at curved openings.

3.5 FINISHING GYPSUM BOARD

- A. General: Treat gypsum board joints, interior angles, edge trim, control joints, penetrations, fastener heads, surface defects, and elsewhere as required to prepare gypsum board surfaces for decoration. Promptly remove residual joint compound from adjacent surfaces.
- B. Prefill open joints, rounded or beveled edges, and damaged surface areas.
- C. Apply joint tape over gypsum board joints, except for trim products specifically indicated as not intended to receive tape.
- D. Tape, fill, sand and finish joints in accordance with ASTM C 840 and GA-214.
 1. Level 2: Water resistant gypsum backing board indicated to receive tile.
 2. Level 4: Gypsum board indicated to receive light textured coatings and light-grade wall coverings.
 3. Level 5: All other gypsum board.

3.6 PROTECTION

- A. Protect adjacent surfaces from drywall compound and promptly remove from floors and other non-drywall surfaces. Repair surfaces stained, marred, or otherwise damaged during drywall application.
- B. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.
- C. Remove and replace panels that are wet, moisture damaged, and mold damaged.
 1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

END OF SECTION

SECTION 09 90 00

PAINTS AND COATINGS

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Interior Paint and Coatings Systems Including Surface Preparation.
- B. Exterior Paint and Coatings Systems Including Surface Preparation.

1.2 REFERENCES

- A. American National Standards Institute (ANSI/ASSE).
- B. ASTM International (ASTM).
- C. Master Painters Institute (MPI)
- D. Occupational Safety and Health Administration (OSHA).
- E. Painting and Decorating Contractors of America (PDCA).
- F. The Society for Protective Coatings (SSPC).
- G. Underwriters Laboratories (UL).

1.3 SUBMITTALS

- A. Product Data: For each paint system indicated, including.
 - 1. Product characteristics.
 - 2. Surface preparation instructions and recommendations.
 - 3. Primer requirements and finish specification.
 - 4. Storage and handling requirements and recommendations.
 - 5. Application methods.
 - 6. Cautions for storage, handling and installation.
- B. Submit Material Safety Data Sheets (MSDS) prior to commencement of work for review and for filing at job site as required.
- C. Selection Samples: Submit a complete set of color chips that represent the full range of manufacturer's products, colors and sheens available.
- D. Coating Maintenance Manual: upon conclusion of the project, the Contractor or paint manufacture/supplier shall furnish a coating maintenance manual. Manual shall include an Area Summary with finish schedule, Area Detail designating where each product/color/finish was used, product data pages, Material Safety Data Sheets, care and cleaning instructions, touch-up procedures, and color samples of each color and finish used.

- E. Field Coating of Vinyl Siding Methods and Procedures:
 - 1. Manufacturer Guarantee: Submit letter from Manufacturer with acceptable product and application methods for coatings used on vinyl siding systems.
 - 2. Quality Assurance Plan: Submit methods and procedure plan for protection of adjacent environmental items, equipment, vehicles, adjacent structures, etc.

1.4 DELIVERY, STORAGE, AND HANDLING

- A. Delivery: Deliver manufacturer's unopened containers to the work site. Packaging shall bear the manufacturer's name, label, and the following list of information.
 - 1. Product name, and type (description).
 - 2. Application and use instructions.
 - 3. Surface preparation.
 - 4. VOC content.
 - 5. Environmental handling.
 - 6. Batch date.
 - 7. Color number.
- B. Storage: Store and dispose of solvent-based materials, and materials used with solvent-based materials, in accordance with requirements of local authorities having jurisdiction.
- C. Store materials in an area that is within the acceptable temperature range, per manufacturer's instructions. Protect from freezing.

1.5 EXTRA MATERIALS

- A. Furnish Owner with any unused materials. Properly seal canisters and label with finish and finish location for proper Owner storage.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturers: Subject to compliance with requirements, available manufactures offering products that may incorporated into the Work include the following:
 - 1. BEHR Process Corporation.
 - 2. Benjamin Moore & Co.
 - 3. The Sherwin-Williams Company.
- B. Substitutions: or equal.
- C. Requests for substitutions will be considered in accordance with Section 01 60 00.
 - 1. When submitting request for substitution, provide complete product data and MSDS sheet for each substitute product.

2.2 PAINT MATERIALS - GENERAL

- A. Paints and Coatings.
 - 1. Unless otherwise indicated, provide factory-mixed coatings. When required, mix coatings to correct consistency in accordance with manufacturer's instructions before

- application. Do not reduce, thin, or dilute coatings or add materials to coatings unless such procedure is specifically described in manufacturer's product instructions.
2. For opaque finishes, tint each coat including primer coat and intermediate coats, one-half shade lighter than succeeding coat, with final finish coat as base color. Or follow manufactures product instructions for optimal color conformance.
- B. Primers: Where the manufacturer offers options on primers for a particular substrate, use primer categorized as "best" by the manufacturer.
- C. Coating Application Accessories: Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required, per manufacturer's specifications.
- D. Application to Materials: Apply paints and coatings manufacturer's specifications for application to Wood, Drywall, Plaster, Metals, etc.
- E. VOC Content: Provide materials that comply with VOC limits of authorities having jurisdiction.
- F. Color: Refer to existing finishes or as selected by Owner.

2.3 INTERIOR PAINT SYSTEMS

- A. Interior Painting:
1. Finish: Gloss, Semi-Gloss, Satin or Flat to match existing. If matching is not required, finish per Manufacturer or industry requirements for interior applications.
 2. Coats: Apply quantity of coats to match existing. If matching is not required, finish per Manufacturer or industry requirements for interior applications.
- B. Interior Primers/Sealers:
1. Interior primers/sealers to be latex or as per Manufacturer/Industry requirements for interior applications.
- C. Interior Wood Sealers:
1. Wood primers to be latex or as per Manufacturer/Industry requirements for interior applications.

2.4 EXTERIOR PAINT SYSTEMS

- A. Exterior Painting:
1. Finish: Gloss, Semi-Gloss, Satin or flat to match existing. If matching is not required, finish per Manufacturer or industry requirements for exterior applications.
 2. Coats: Apply quantity of coats to match existing. If matching is not required, finish per Manufacturer or industry requirements for exterior applications.
- B. Exterior Primers/Sealers:
1. Water based primers/sealers to be alkali resistant and/or bonding or as per Manufacturer or industry requirements for exterior applications.
- C. Exterior Wood Sealers:
1. Wood primers to be alkyd and/or latex or as per Manufacturer or industry

requirements for exterior applications.

- D. Vinyl Siding:
 - 1. Primers and finishes as per manufacturer or industry requirements for vinyl application.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Do not begin installation until substrates have been properly prepared; notify MCA of unsatisfactory conditions before proceeding. If substrate preparation is the responsibility of another installer, notify MCA of unsatisfactory preparation before proceeding.
- B. Proceed with work only after conditions have been corrected and approved by all parties, otherwise application of coatings will be considered as an acceptance of surface conditions.
 - 1. Previously Painted Surfaces: Verify that existing painted surfaces do not contain lead based paints, notify MCA immediately if lead based paints are encountered.

3.2 SURFACE PREPARATION

- A. General: Surfaces shall be dry and in sound condition. Remove oil, dust, dirt, loose rust, peeling paint or other contamination to ensure good adhesion.
 - 1. Remove mildew before painting by washing with a solution of 1 part liquid household bleach and 3 parts of warm water. Apply the solution and scrub the mildewed area. Allow the solution to remain on the surface for 10 minutes. Rinse thoroughly with clean water and allow the surface to dry a minimum of 48 hours before painting. Wear protective glasses or goggles, waterproof gloves, and protective clothing. Quickly wash off any of the mixture that comes in contact with your skin. Do not add detergents or ammonia to the bleach/water solution.
 - 2. Remove items including but not limited to thermostats, electrical outlets, switch covers and similar items prior to painting. After completing painting operations in each space or area, reinstall items removed using workers skilled in the trades involved.
 - 3. No exterior painting should be done immediately after a rain, during foggy weather, when rain is predicted, or when the temperature is below 50 degrees F (10 degrees C), unless products are designed specifically for these conditions. On large expanses of metal siding, the air, surface and material temperatures must be 50 degrees F (10 degrees F) or higher to use low temperature products.
- B. Drywall - Interior: Must be clean and dry. All nail heads must be set and spackled. Joints must be taped and covered with a joint compound. Spackled nail heads and tape joints must be sanded smooth and all dust removed prior to painting.
- C. Plaster: Must be allowed to dry thoroughly for at least 30 days before painting, unless the products are designed to be used in high pH environments. Room must be ventilated while drying; in cold, damp weather, rooms must be heated. Damaged areas must be repaired with an appropriate patching material. Bare plaster must be cured and hard. Textured, soft, porous, or powdery plaster should be treated with a solution of 1 pint household vinegar to 1

gallon of water. Repeat until the surface is hard, rinse with clear water and allow to dry.

- D. Vinyl Siding, Architectural Plastics, EIFS and Fiberglass: Clean vinyl siding thoroughly by scrubbing with a warm, soapy water solution. Rinse thoroughly. Do not paint vinyl siding with any color darker than the original color unless approved by Manufacturer.
- E. Wood: Must be clean and dry. Prime and paint as soon as possible. Knots and pitch streaks must be scraped, sanded, and spot primed before a full priming coat is applied. Patch all nail holes and imperfections with a wood filler or putty and sand smooth.

3.3 INSTALLATION

- A. Apply all coatings and materials with the manufacturer's specifications in mind. Mix and thin coatings according to manufacturer's recommendations.
- B. Apply primer to all materials receiving a finish coat of paint.
- C. Do not apply to wet or damp surfaces. Wait at least 30 days before applying to new concrete or masonry. Or follow manufacturer's procedures to apply appropriate coatings prior to 30 days. Test new concrete for moisture content. Wait until wood is fully dry after rain or morning fog or dew.
- D. Apply coatings using methods recommended by manufacturer and uniformly apply coatings without runs, drips, or sags, without brush marks, and with consistent sheen.
- E. Apply coatings at spreading rate required to achieve the manufacturers recommended dry film thickness. Regardless of number of coats specified, apply as many coats as necessary for complete hide, and uniform appearance.
- F. Touch-up damaged coatings after substantial completion, following manufacturer's recommendation for touch up or repair of damaged coatings. Repair any defects that will hinder the performance of the coatings.
- G. Comply with the manufacturer's instructions, specified industry standards and recommendations for cleaning, traffic, furnishings installation and equipment installation.

END OF SECTION

SECTION 22 05 33

HEAT TRACING FOR PLUMBING PIPING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

- A. Section includes plumbing piping heat tracing for freeze prevention where indicated on drawings. The plumbing piping heat tracing system shall be a self-regulating parallel resistance type

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Include rated capacities, operating characteristics, and furnished specialties and accessories.
 - 2. Schedule heating capacity, length of cable, spacing, and electrical power requirement for each electric heating cable required.
- B. Shop Drawings: For electric heating cable.
 - 1. Include plans, elevations, sections, and attachment details.
 - 2. Include diagrams for power, signal, and control wiring.

1.4 INFORMATIONAL SUBMITTALS

- A. Field quality-control reports.

1.5 CLOSEOUT SUBMITTALS

- A. Operation and Maintenance Data: For electric heating cables to include in operation and maintenance manuals.

1.6 WARRANTY

- A. Special Warranty: Manufacturer agrees to repair or replace electric heating cable that fails in materials or workmanship within specified warranty period.
1. Warranty Period: Three years from date of Substantial Completion.

PART 2 - PRODUCTS

2.1 SELF-REGULATING, PARALLEL-RESISTANCE HEATING CABLES

- A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
1. Chromalox, Inc.
 2. Delta-Therm Corporation.
 3. Nelson Heat Trace.
 4. Raychem; Tyco Thermal Controls.
 5. Thermon Americas Inc.
 6. Trasor Corp.
- B. Comply with IEEE 515.1.
- C. Heating Element: Pair of parallel No. 16 AWG, tinned or nickel-coated, stranded copper bus wires embedded in crosslinked conductive polymer core, which varies heat output in response to temperature along its length. Terminate with waterproof, factory-assembled, nonheating leads with connectors at one end, and seal the opposite end watertight. Cable shall be capable of crossing over itself once without overheating. Self-regulating heating cable shall be designed for a useful life of 20 years or more with "power on" continuously
- D. Electrical Insulating Jacket: Flame-retardant polyolefin.
- E. Cable Cover: Tinned-copper braid and polyolefin outer jacket with ultraviolet inhibitor.
- F. Maximum Operating Temperature (Power On): 150 deg F.
- G. Maximum Exposure Temperature (Power Off): 185 deg F.
- H. 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.
- I. Capacities and Characteristics for Water Service:
1. Maximum Heat Output: 10 W/ft.
 2. Piping Diameter: Copper Water Service Piping
 3. Number of Parallel Cables: 2.
 4. Spiral Wrap Pitch: Pitch sufficient to encase one revolution of pipe per one vertical/linear foot rise/run.

5. Electrical Characteristics for Single-Circuit Connection:

- a. Volts: 120.
- b. Phase: Single.
- c. Hertz: 60.

J. Capacities and Characteristics for Sanitary Service:

1. Maximum Heat Output: 10 W/ft.
2. Piping Diameter: Sanitary Service Piping
3. Number of Parallel Cables: 2.
4. Spiral Wrap Pitch: Pitch sufficient to encase one revolution of pipe per one vertical/linear foot rise/run.
5. Electrical Characteristics for Single-Circuit Connection:
 - a. Volts: 120.
 - b. Phase: Single.
 - c. Hertz: 60.

2.2 CONTROLS

A. Pipe-Mounted Thermostats for Freeze Protection:

1. Remote bulb unit with adjustable temperature range from 30 to 50 deg F.
2. Snap action; open-on-rise, single-pole switch with minimum current rating adequate for connected cable.
3. Remote bulb on capillary, resistance temperature device, or thermistor for directly sensing pipe-wall temperature.
4. Corrosion-resistant, waterproof control enclosure.

B. Programmable Timer for Domestic Hot-Water-Temperature Maintenance:

1. Microprocessor based.
2. Minimum of four separate schedules.
3. Minimum 24-hour battery carryover.
4. On-off-auto switch.
5. 365-day calendar with 20 programmable holidays.
6. Relays with contacts to indicate operational status, on or off, and for interface with central HVAC control-system workstation.

2.3 ACCESSORIES

- A. Cable Installation Accessories: Fiberglass tape, heat-conductive putty, cable ties, silicone end seals and splice kits, and installation clips all furnished by manufacturer, or as recommended in writing by manufacturer.

- B. Warning Tape: Continuously printed "Electrical Tracing"; vinyl, at least 3 mils thick, and with pressure-sensitive, permanent, waterproof, self-adhesive back.
 - 1. Width for Markers on Pipes with OD, including insulation, less than 6 inches: 3/4 inch minimum.
 - 2. Width for Markers on Pipes with OD, including insulation, 6 inches or larger: 1-1/2 inches minimum.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine surfaces and substrates to receive electric heating cables for compliance with requirements for installation tolerances and other conditions affecting performance.
 - 1. Ensure surfaces and pipes in contact with electric heating cables are free of burrs and sharp protrusions.
- B. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 APPLICATIONS

- A. Install the following types of electric heating cable for the applications described:
 - 1. Freeze Protection for Piping: Self-regulating, parallel-resistance heating cable.
 - 2. Temperature Maintenance for Domestic Hot Water: Self-regulating, parallel-resistance heating cable.

3.3 INSTALLATION

- A. Install electric heating cable across expansion, construction, and control joints according to manufacturer's written instructions; use cable-protection conduit and slack cable to allow movement without damage to cable.
- B. Electric Heating-Cable Installation for Freeze Protection for Piping:
 - 1. Install electric heating cables after piping has been tested and before insulation is installed.
 - 2. Install electric heating cables according to IEEE 515.1.
 - 3. Install insulation over piping with electric cables according to Section 22 07 19 "Plumbing Piping Insulation."
 - 4. Install warning tape on piping insulation where piping is equipped with electric heating cables.
- C. Electric Heating-Cable Installation for Temperature Maintenance for Domestic Hot Water:
 - 1. Install electric heating cables after piping has been tested and before insulation is installed.

2. Install insulation over piping with electric heating cables according to Section 22 07 19 "Plumbing Piping Insulation."
3. Install warning tape on piping insulation where piping is equipped with electric heating cables.

D. Set field-adjustable switches and circuit-breaker trip ranges.

3.4 CONNECTIONS

A. Connect wiring according to the Current State of Connecticut Building Code and NFPA 70.

3.5 FIELD QUALITY CONTROL

A. Testing Agency: Engage a qualified testing agency to perform tests and inspections.

B. Manufacturer's Field Service: Engage a factory-authorized service representative to test and inspect components, assemblies, and equipment installations, including connections.

C. Perform the following tests and inspections:

1. Perform tests after cable installation but before application of coverings such as insulation, wall or ceiling construction, or concrete.
2. Test cables for electrical continuity and insulation integrity before energizing.
3. Test cables to verify rating and power input. Energize and measure voltage and current simultaneously.

D. Repeat tests for continuity, insulation resistance, and input power after applying thermal insulation on pipe-mounted cables.

E. Cables will be considered defective if they do not pass tests and inspections.

F. Prepare test and inspection reports.

3.6 PROTECTION

A. Protect installed heating cables, including nonheating leads, from damage during construction.

B. Remove and replace damaged heat-tracing cables.

END OF SECTION

SECTION 22 07 19

PLUMBING PIPING INSULATION

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 insulating the following plumbing piping services:
 - 1. Domestic cold-water piping.
 - 2. Domestic hot-water piping.
 - 3. Domestic recirculating hot-water piping.
 - 4. Sanitary waste piping.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated. Include thermal conductivity, water-vapor permeance thickness, and jackets (both factory- and field-applied, if any).
- B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.
 - 1. Detail application of protective shields, saddles, and inserts at hangers for each type of insulation and hanger.
 - 2. Detail attachment and covering of heat tracing inside insulation.
 - 3. Detail application of field-applied jackets.

1.4 INFORMATIONAL SUBMITTALS

- A. Material Test Reports: From a qualified testing agency acceptable to authorities having jurisdiction indicating, interpreting, and certifying test results for compliance of insulation materials, sealers, attachments, cements, and jackets, with requirements indicated. Include dates of tests and test methods employed.

1.5 QUALITY ASSURANCE

- A. Installer Qualifications: Skilled mechanics who have successfully completed an apprenticeship program or another craft training program certified by the 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. Insulation Installed Indoors: Flame-spread index of 25 or less, and smoke-developed index of 50 or less.
 - 2. Insulation Installed Outdoors: Flame-spread index of 75 or less, and smoke-developed index of 150 or less.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Packaging: Insulation material containers shall be marked by manufacturer with appropriate ASTM standard designation, type and grade, and maximum use temperature.

1.7 COORDINATION

- A. Coordinate sizes and locations of supports, hangers, and insulation shields specified in Section 220529 "Hangers and Supports for Plumbing Piping and Equipment."
- B. Coordinate clearance requirements with piping Installer for piping insulation application. Before preparing piping Shop Drawings, establish and maintain clearance requirements for installation of insulation and field-applied jackets and finishes and for space required for maintenance.
- C. Coordinate installation and testing of heat tracing.

1.8 SCHEDULING

- A. Schedule insulation application after pressure testing systems and, where required, after installing and testing heat tracing. Insulation application may begin on segments that have satisfactory test results.
- B. Complete installation and concealment of plastic materials as rapidly as possible in each area of construction.

PART 2 - PRODUCTS

2.1 INSULATION MATERIALS

- A. Comply with requirements in "Piping Insulation Schedule, General," "Indoor Piping Insulation Schedule," "Outdoor, Aboveground Piping Insulation Schedule," and "Outdoor, Underground Piping Insulation Schedule" articles for where insulating materials shall be applied.

- B. Products shall not contain asbestos, lead, mercury, or mercury compounds.
- C. Products that come in contact with stainless steel shall have a leachable chloride content of less than 50 ppm when tested according to ASTM C 871.
- D. Insulation materials for use on austenitic stainless steel shall be qualified as acceptable according to ASTM C 795.
- E. Foam insulation materials shall not use CFC or HCFC blowing agents in the manufacturing process.
- F. Cellular Glass: Inorganic, incombustible, foamed or cellulated glass with annealed, rigid, hermetically sealed cells. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. Pittsburgh Corning Corporation.
 - 2. Preformed Pipe Insulation with Factory-Applied ASJ: Comply with ASTM C 552, Type II, Class 2.
- G. Flexible Elastomeric Insulation: Closed-cell, sponge- or expanded-rubber materials. Comply with ASTM C 534, Type I for tubular materials.
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. Aeroflex USA, Inc.
 - b. Armacell LLC.
 - c. K-Flex USA.
- H. Mineral-Fiber, Preformed Pipe Insulation:
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. Knauf Insulation.
 - b. Manson Insulation Inc.
 - c. Owens Corning.
 - 2. Type I, 850 Deg F Materials: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C 547, Type I, Grade A, with factory-applied ASJ. Factory-applied jacket requirements are specified in "Factory-Applied Jackets" Article.

2.2 INSULATING CEMENTS

- A. Mineral-Fiber Insulating Cement: Comply with ASTM C 195.
- B. Expanded or Exfoliated Vermiculite Insulating Cement: Comply with ASTM C 196.

- C. Mineral-Fiber, Hydraulic-Setting Insulating and Finishing Cement: Comply with ASTM C 449.

2.3 ADHESIVES

- A. Materials shall be compatible with insulation materials, jackets, and substrates and for bonding insulation to itself and to surfaces to be insulated, unless otherwise indicated.
 - 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).
- B. Cellular-Glass Adhesive: Two-component, thermosetting urethane adhesive containing no flammable solvents, with a service temperature range of minus 100 to plus 200 deg F.
- C. Flexible Elastomeric and Polyolefin Adhesive: Comply with MIL-A-24179A, Type II, Class I.
- D. Mineral-Fiber Adhesive: Comply with MIL-A-3316C, Class 2, Grade A.
- E. Phenolic Adhesive: Solvent-based resin adhesive, with a service temperature range of minus 75 to plus 300 deg F.
- F. ASJ Adhesive, and FSK Jacket Adhesive: Comply with MIL-A-3316C, Class 2, Grade A for bonding insulation jacket lap seams and joints.
- G. PVC Jacket Adhesive: Compatible with PVC jacket.

2.4 MASTICS

- A. Materials shall be compatible with insulation materials, jackets, and substrates; comply with MIL-PRF-19565C, Type II.
 - 1. For indoor applications, use mastics that have a VOC content of 50 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
- B. Vapor-Barrier Mastic: Water based; suitable for indoor use on below-ambient services.
 - 1. Water-Vapor Permeance: ASTM E 96/E 96M, Procedure B, 0.013 perm at 43-mil dry film thickness.
 - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
 - 3. Solids Content: ASTM D 1644, 58 percent by volume and 70 percent by weight.
 - 4. Color: White.
- C. Breather Mastic: Water based; suitable for indoor and outdoor use on above-ambient services.
 - 1. Water-Vapor Permeance: ASTM F 1249, 1.8 perms at 0.0625-inch dry film thickness.
 - 2. Service Temperature Range: Minus 20 to plus 180 deg F.
 - 3. Solids Content: 60 percent by volume and 66 percent by weight.
 - 4. Color: White.

2.5 SEALANTS

A. Sealant Manufacturers

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. Childers Brand; H. B. Fuller Construction Products.
 - b. Eagle Bridges - Marathon Industries.
 - c. Foster Brand; H. B. Fuller Construction Products.
 - d. Mon-Eco Industries, Inc.
 - e. Pittsburgh Corning Corporation.

B. Joint Sealants:

1. Materials shall be compatible with insulation materials, jackets, and substrates.
2. Permanently flexible, elastomeric sealant.
3. Service Temperature Range: Minus 100 to plus 300 deg F.
4. Color: White or gray.
5. For indoor applications, sealants shall have a VOC content of 420 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

C. FSK and Metal Jacket Flashing Sealants:

1. Materials shall be compatible with insulation materials, jackets, and substrates.
2. Fire- and water-resistant, flexible, elastomeric sealant.
3. Service Temperature Range: Minus 40 to plus 250 deg F.
4. Color: Aluminum.
5. For indoor applications, sealants shall have a VOC content of 420 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

D. ASJ Flashing Sealants, and Vinyl, PVDC, and PVC Jacket Flashing Sealants:

1. Materials shall be compatible with insulation materials, jackets, and substrates.
2. Fire- and water-resistant, flexible, elastomeric sealant.
3. Service Temperature Range: Minus 40 to plus 250 deg F.
4. Color: White.
5. For indoor applications, sealants shall have a VOC content of 420 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).

2.6 FACTORY-APPLIED JACKETS

A. Insulation system schedules indicate factory-applied jackets on various applications. When factory-applied jackets are indicated, comply with the following:

1. ASJ: White, kraft-paper, fiberglass-reinforced scrim with aluminum-foil backing; complying with ASTM C 1136, Type I.
2. ASJ-SSL: ASJ with self-sealing, pressure-sensitive, acrylic-based adhesive covered by a removable protective strip; complying with ASTM C 1136, Type I.

3. FSK Jacket: Aluminum-foil, fiberglass-reinforced scrim with kraft-paper backing; complying with ASTM C 1136, Type II.

2.7 FIELD-APPLIED FABRIC-REINFORCING MESH

- A. Woven Glass-Fiber Fabric: Approximately 2 oz./sq. yd. with a thread count of 10 strands by 10 strands/sq. in. for covering pipe and pipe fittings.

2.8 FIELD-APPLIED JACKETS

- A. Field-applied jackets shall comply with ASTM C 921, Type I, unless otherwise indicated.
- B. PVC Jacket: High-impact-resistant, UV-resistant PVC complying with ASTM D 1784, Class 16354-C; thickness as scheduled; roll stock ready for shop or field cutting and forming. Thickness is indicated in field-applied jacket schedules.
 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Johns Manville; a Berkshire Hathaway company.
 - b. P.I.C. Plastics, Inc.
 - c. Proto Corporation.
 - d. Speedline Corporation.
 2. Adhesive: As recommended by jacket material manufacturer.
 3. Color: White.
 4. Factory-fabricated fitting covers to match jacket if available; otherwise, field fabricate.
 - a. Shapes: 45- and 90-degree, short- and long-radius elbows, tees, valves, flanges, unions, reducers, end caps, soil-pipe hubs, traps, mechanical joints, and P-trap and supply covers for lavatories.
- C. Underground Direct-Buried Jacket: 125-mil-thick vapor barrier and waterproofing membrane consisting of a rubberized bituminous resin reinforced with a woven-glass fiber or polyester scrim and laminated aluminum foil.
 1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - a. Pittsburgh Corning Corporation.
 - b. Polyguard Products, Inc.

2.9 TAPES

- A. Manufacturers of tapes may include the following
 1. Subject to compliance with requirements, provide products by one of the following:
 - a. Avery Dennison Corporation, Specialty Tapes Division.
 - b. Compac Corporation.
 - c. Ideal Tape Co., Inc.; an American Biltrite company.
 - d. Knauf Insulation.
 - e. Venture Tape.

- B. ASJ Tape: White vapor-retarder tape matching factory-applied jacket with acrylic adhesive, complying with ASTM C 1136.
 - 1. Width: 3 inches.
 - 2. Thickness: 11.5 mils.
 - 3. Adhesion: 90 ounces force/inch in width.
 - 4. Elongation: 2 percent.
 - 5. Tensile Strength: 40 lbf/inch in width.
 - 6. ASJ Tape Disks and Squares: Precut disks or squares of ASJ tape.

- C. FSK Tape: Foil-face, vapor-retarder tape matching factory-applied jacket with acrylic adhesive; complying with ASTM C 1136.
 - 1. Width: 3 inches.
 - 2. Thickness: 6.5 mils.
 - 3. Adhesion: 90 ounces force/inch in width.
 - 4. Elongation: 2 percent.
 - 5. Tensile Strength: 40 lbf/inch in width.
 - 6. FSK Tape Disks and Squares: Precut disks or squares of FSK tape.

- D. PVC Tape: White vapor-retarder tape matching field-applied PVC jacket with acrylic adhesive; suitable for indoor and outdoor applications.
 - 1. Width: 2 inches.
 - 2. Thickness: 6 mils.
 - 3. Adhesion: 64 ounces force/inch in width.
 - 4. Elongation: 500 percent.
 - 5. Tensile Strength: 18 lbf/inch in width.

- E. Aluminum-Foil Tape: Vapor-retarder tape with acrylic adhesive.
 - 1. Width: 2 inches.
 - 2. Thickness: 3.7 mils.
 - 3. Adhesion: 100 ounces force/inch in width.
 - 4. Elongation: 5 percent.
 - 5. Tensile Strength: 34 lbf/inch in width.

2.10 SECUREMENTS

- A. Bands:
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. ITW Insulation Systems; Illinois Tool Works, Inc.
 - b. RPR Products, Inc.
 - 2. Stainless Steel: ASTM A 167 or ASTM A 240/A 240M, Type 304 or Type 316; 0.015 inch thick, 1/2 inch wide with wing seal or closed seal.
 - 3. Aluminum: ASTM B 209, Alloy 3003, 3005, 3105, or 5005; Temper H-14, 0.020 inch thick, 1/2 inch wide with wing seal or closed seal.
- B. Staples: Outward-clinching insulation staples, nominal 3/4-inch-wide, stainless steel or Monel.
- C. Wire: 0.062-inch soft-annealed, galvanized steel.

1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. C & F Wire.

PART 3 - EXECUTION

3.1 EXAMINATION

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

3.2 PREPARATION

- A. Surface Preparation: Clean and dry surfaces to receive insulation. Remove materials that will adversely affect insulation application.
- B. Surface Preparation: Clean and prepare surfaces to be insulated. Before insulating, apply a corrosion coating to insulated surfaces as follows:
 1. Stainless Steel: Coat 300 series stainless steel with an epoxy primer 5 mils thick and an epoxy finish 5 mils thick if operating in a temperature range between 140 and 300 deg F. Consult coating manufacturer for appropriate coating materials and application methods for operating temperature range.
 2. Carbon Steel: Coat carbon steel operating at a service temperature between 32 and 300 deg F with an epoxy coating. Consult coating manufacturer for appropriate coating materials and application methods for operating temperature range.
- C. Coordinate insulation installation with the trade installing heat tracing. Comply with requirements for heat tracing that apply to insulation.
- D. Mix insulating cements with clean potable water; if insulating cements are to be in contact with stainless-steel surfaces, use demineralized water.

3.3 GENERAL INSTALLATION REQUIREMENTS

- A. Install insulation materials, accessories, and finishes with smooth, straight, and even surfaces; free of voids throughout the length of piping including fittings, valves, and specialties.

- B. Install insulation materials, forms, vapor barriers or retarders, jackets, and thicknesses required for each item of pipe system as specified in insulation system schedules.
- C. Install accessories compatible with insulation materials and suitable for the service. Install accessories that do not corrode, soften, or otherwise attack insulation or jacket in either wet or dry state.
- D. Install insulation with longitudinal seams at top and bottom of horizontal runs.
- E. Install 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. Keep insulation materials dry during application and finishing.
- H. Install insulation with tight longitudinal seams and end joints. Bond seams and joints with adhesive recommended by insulation material manufacturer.
- I. Install insulation with least number of joints practical.
- J. 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 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.
 - 4. Cover inserts with jacket material matching adjacent pipe insulation. Install shields over jacket, arranged to protect jacket from tear or puncture by hanger, support, and shield.
- K. Apply adhesives, mastics, and sealants at manufacturer's recommended coverage rate and wet and dry film thicknesses.
- L. Install 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. Install insulation with longitudinal seams at bottom of pipe. Clean and dry surface to receive self-sealing lap. Staple laps with outward clinching staples along edge at 4 inches o.c.
 - a. 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 pipe flanges and fittings.
- M. Cut insulation in a manner to avoid compressing insulation more than 75 percent of its nominal thickness.
- N. Finish installation with systems at operating conditions. Repair joint separations and cracking due to thermal movement.
- O. 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.
- P. For above-ambient services, do not install insulation to the following:
1. Vibration-control devices.
 2. Testing agency labels and stamps.
 3. Nameplates and data plates.
 4. Cleanouts.

3.4 PENETRATIONS

- A. Insulation Installation at Roof Penetrations: Install insulation continuously through roof penetrations.
1. Seal penetrations with flashing sealant.
 2. For applications requiring only indoor insulation, terminate insulation above roof 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 flashing at least 2 inches below top of roof flashing.
 4. Seal jacket to roof flashing with flashing sealant.
- B. Insulation Installation at Underground Exterior Wall Penetrations: Terminate insulation flush with sleeve seal. Seal terminations with flashing sealant.
- C. Insulation Installation at Aboveground Exterior Wall Penetrations: Install insulation continuously through wall penetrations.
1. Seal penetrations with flashing sealant.
 2. For applications requiring only indoor insulation, terminate insulation inside 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 wall flashing and overlap wall flashing at least 2 inches.
 4. Seal jacket to wall flashing with flashing sealant.
- D. Insulation Installation at Interior Wall and Partition Penetrations (That Are Not Fire Rated): Install insulation continuously through walls and partitions.
- E. Insulation Installation at Fire-Rated Wall and Partition Penetrations: Install insulation continuously through penetrations of fire-rated walls and partitions.
1. Comply with requirements in Section 078413 "Penetration Firestopping" for firestopping and fire-resistive joint sealers.
- F. Insulation Installation at Floor Penetrations:
1. Pipe: Install insulation continuously through floor penetrations.
 2. Seal penetrations through fire-rated assemblies. Comply with requirements in Section 078413 "Penetration Firestopping."

3.5 GENERAL PIPE INSULATION INSTALLATION

- A. Requirements in this article generally apply to all insulation materials except where more specific requirements are specified in various pipe insulation material installation articles.
- 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 and polyolefin, 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.
 9. Stencil or label the outside insulation jacket of each union with the word "union." Match size and color of pipe labels.
- C. Insulate instrument connections for thermometers, pressure gages, pressure temperature taps, test connections, flow meters, sensors, switches, and transmitters 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 locations indicated. Installation shall conform to the following:
1. Make removable flange and union insulation from sectional pipe insulation of same thickness as that on adjoining pipe. Install same insulation jacket as adjoining pipe insulation.
 2. When flange and union covers are made from sectional pipe insulation, extend insulation from flanges or union long at least two times the insulation thickness over adjacent pipe insulation on each side of flange or union. Secure flange cover in place with stainless-steel or aluminum bands. Select band material compatible with insulation and jacket.
 3. Construct removable valve insulation covers in same manner as for flanges, except divide the two-part section on the vertical center line of valve body.
 4. When covers are made from block insulation, make two halves, each consisting of mitered blocks wired to stainless-steel fabric. Secure this wire frame, with its attached insulation, to flanges with tie wire. Extend insulation at least 2 inches over adjacent pipe insulation on each side of valve. Fill space between flange or union cover and pipe insulation with insulating cement. Finish cover assembly with insulating cement applied in two coats. After first coat is dry, apply and trowel second coat to a smooth finish.
 5. Unless a PVC jacket is indicated in field-applied jacket schedules, finish exposed surfaces with a metal jacket.

3.6 INSTALLATION OF CELLULAR-GLASS INSULATION

A. Insulation Installation on Straight Pipes and Tubes:

1. Secure each layer of insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.

3. For insulation with factory-applied jackets on above-ambient services, secure laps with outward clinched staples at 6 inches o.c.
4. For insulation with factory-applied jackets on below-ambient services, do not staple longitudinal tabs. Instead, secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.

B. Insulation Installation on Pipe Flanges, Fittings, Elbows, Valves and Pipe Specialties:

1. Install preformed pipe insulation to outer diameter of pipe flange, as straight segments of pipe insulation when available over pipe fittings and elbows, and preformed sections to valve bodies. Use mitered sections of insulation if preformed sections are not available. Secure according to manufacturer's written instructions.
2. Make width of insulation section same as overall width of flange and bolts, fittings, elbows, valves and pipe specialties, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with cut sections of cellular-glass block insulation of same thickness as pipe insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.
5. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.

3.7 INSTALLATION OF FLEXIBLE ELASTOMERIC INSULATION

- A. Seal longitudinal seams and end joints with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

B. Insulation Installation on Pipe Flanges, Pipe Fittings, Elbows, Valves, and Pipe Specialties:

1. Install pipe insulation to outer diameter of piping component where appropriate.
2. Install mitered sections of pipe insulation where preformed sections are not available.
3. Where preformed sections are not available for valves; 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.
4. Make width of insulation section same as overall width of flange and bolts, fittings, elbows, valves and pipe specialties, plus twice the thickness of pipe insulation.
5. 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.
6. Secure insulation to flanges, fittings, elbows, valves, and pipe specialties. Seal seams with manufacturer's recommended adhesive to eliminate openings in insulation that allow passage of air to surface being insulated.

3.8 INSTALLATION OF MINERAL-FIBER INSULATION

A. Insulation Installation on Straight Pipes and Tubes:

1. Secure each layer of preformed pipe insulation to pipe with wire or bands and tighten bands without deforming insulation materials.
2. Where vapor barriers are indicated, seal longitudinal seams, end joints, and protrusions with vapor-barrier mastic and joint sealant.
3. For insulation with factory-applied jackets on above-ambient surfaces, secure laps with outward clinched staples at 6 inches o.c.
4. For insulation with factory-applied jackets on below-ambient surfaces, do not staple longitudinal tabs. Instead, secure tabs with additional adhesive as recommended by insulation material manufacturer and seal with vapor-barrier mastic and flashing sealant.

B. Insulation Installation on Pipe Flanges, Pipe Fittings, Elbows, Valves, and Pipe Specialties:

1. Install preformed pipe insulation to outer diameter of pipe flange, as straight segments of pipe insulation when available over pipe fittings and elbows, and preformed sections to valve bodies.
2. Make width of insulation section same as overall width of flange and bolts, plus twice the thickness of pipe insulation.
3. Fill voids between inner circumference of flange insulation and outer circumference of adjacent straight pipe segments with mineral-fiber blanket insulation.
4. Install jacket material with manufacturer's recommended adhesive, overlap seams at least 1 inch, and seal joints with flashing sealant.
5. Arrange insulation to permit access to packing and to allow valve operation without disturbing insulation.
6. When preformed insulation for elbows, fittings, valves, and pipe specialties are not available, install mitered sections of pipe insulation, to a thickness equal to adjoining pipe insulation. Secure insulation materials with wire or bands.

3.9 FIELD-APPLIED JACKET INSTALLATION

A. Where glass-cloth jackets are indicated, install directly over bare insulation or insulation with factory-applied jackets.

1. Draw jacket smooth and tight to surface with 2-inch overlap at seams and joints.
2. Embed glass cloth between two 0.062-inch-thick coats of lagging adhesive.
3. Completely encapsulate insulation with coating, leaving no exposed insulation.

B. Where FSK jackets are indicated, install as follows:

1. Draw jacket material smooth and tight.
2. Install lap or joint strips with same material as jacket.
3. Secure jacket to insulation with manufacturer's recommended adhesive.
4. Install jacket with 1-1/2-inch laps at longitudinal seams and 3-inch-wide joint strips at end joints.
5. Seal openings, punctures, and breaks in vapor-retarder jackets and exposed insulation with vapor-barrier mastic.

C. Where PVC jackets are indicated, install with 1-inch overlap at longitudinal seams and end joints. Seal with manufacturer's recommended adhesive.

1. Apply two continuous beads of adhesive to seams and joints, one bead under lap and the finish bead along seam and joint edge.

3.10 FINISHES

- A. Insulation with ASJ, Glass-Cloth, or Other Paintable Jacket Material: Paint jacket with paint system identified below.
 1. Flat Acrylic Finish: Two finish coats over a primer that is compatible with jacket material and finish coat paint. Add fungicidal agent to render fabric mildew proof.
 - a. Finish Coat Material: Interior, flat, latex-emulsion size.
- B. Flexible Elastomeric Thermal Insulation: After adhesive has fully cured, apply two coats of insulation manufacturer's recommended protective coating.
- C. Color: Final color as selected by MCA. Vary first and second coats to allow visual inspection of the completed Work.

3.11 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Tests and Inspections:
 1. Inspect pipe, fittings, strainers, and valves, randomly selected by MCA, by removing field-applied jacket and insulation in layers in reverse order of their installation.
- C. All insulation applications will be considered defective Work if sample inspection reveals noncompliance with requirements.

3.12 PIPING INSULATION SCHEDULE, GENERAL

- A. Acceptable preformed pipe and tubular insulation materials and thicknesses are identified for each piping system and pipe size range. If more than one material is listed for a piping system, selection from materials listed is Contractor's option.
- B. Items Not Insulated: Unless otherwise indicated, do not install insulation on the following:
 1. Drainage piping located in crawl spaces.
 2. Underground piping.

3.13 INDOOR PIPING INSULATION SCHEDULE

- A. Domestic Cold Water:

1. All Pipe Sizes: Insulation shall be one of the following:
 - a. Cellular Glass: 1-1/2 inches thick.
 - b. Flexible Elastomeric: 1 inch thick.
 - c. Mineral-Fiber, Preformed Pipe Insulation, Type I: 1 inch thick.

B. Domestic Hot and Recirculated Hot Water:

1. All Pipe Sizes: Insulation shall be one of the following:
 - a. Cellular Glass: 1-1/2 inches thick.
 - b. Flexible Elastomeric: 1 inch thick.
 - c. Mineral-Fiber, Preformed Pipe Insulation, Type I: 1 inch thick.

C. Sanitary Waste Piping Where Heat Tracing Is Not Installed:

1. All Pipe Sizes: Insulation shall be one of the following:
 - a. Cellular Glass: 2 inches thick.
 - b. Mineral-Fiber, Preformed Pipe Insulation, Type I: 2 inches thick.

3.14 OUTDOOR, ABOVEGROUND PIPING INSULATION SCHEDULE

A. Domestic Water Piping Where Heat Tracing Is or Is not Installed:

1. All Pipe Sizes: Insulation shall be one of the following:
 - a. Cellular Glass: 2 inches thick.
 - b. Flexible Elastomeric: 2 inches thick.
 - c. Mineral-Fiber, Preformed Pipe Insulation, Type I: 2 inches thick.

B. Sanitary Waste Piping Where Heat Tracing Is or Is not Installed:

1. All Pipe Sizes: Insulation shall be one of the following:
 - a. Cellular Glass: 2 inches thick.
 - b. Mineral-Fiber, Preformed Pipe Insulation, Type I: 2 inches thick.

3.15 OUTDOOR, UNDERGROUND PIPING INSULATION SCHEDULE

A. Sanitary Waste Piping, All Sizes, Where Heat Tracing Is Installed:

1. All Pipe Sizes:
 - a. Cellular glass, 2 inches thick.
 - b. Flexible Elastomeric: 2 inches thick.

3.16 INDOOR, FIELD-APPLIED JACKET SCHEDULE

- A. Install jacket over insulation material. For insulation with factory-applied jacket, install the field-applied jacket over the factory-applied jacket.
- B. If more than one material is listed, selection from materials listed is Contractor's option.
- C. Piping, Concealed:
 - 1. No Jacket Required.
- D. Piping, Exposed:
 - 1. PVC: 20 mils thick.

3.17 OUTDOOR, FIELD-APPLIED JACKET SCHEDULE

- A. Install jacket over insulation material. For insulation with factory-applied jacket, install the field-applied jacket over the factory-applied jacket.
- B. If more than one material is listed, selection from materials listed is Contractor's option.
- C. Piping, Concealed:
 - 1. PVC: 30 mils thick.
 - 2. Other Jacket Type acceptable to MCA.
- D. Piping, Exposed:
 - 1. PVC: 30 mils thick.
 - 2. Other Jacket Type acceptable to MCA.

3.18 UNDERGROUND, FIELD-INSTALLED INSULATION JACKET

- A. For underground direct-buried piping applications, install underground direct-buried jacket over insulation material.

END OF SECTION

SECTION 230593
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:
1. Component check
 2. System balancing
 3. Training.

1.3 REFERENCES

- A. General:
1. The following documents form part of the Specifications to the extent stated. Where differences exist between codes and standards, the one affording the greatest protection shall apply.
 2. Unless otherwise noted, the referenced standard edition is the current one at the time of commencement of the Work.
 3. Refer to Division 01 Section "General Requirements" for the list of applicable regulatory requirements.
 4. Refer to Division 23 Section "Common Results for HVAC" for codes and standards, and other general requirements.
- B. Associated Air Balance Council (AABC)
1. AABC 12173 National Standards for Field Measurements and Instrumentation — Total System Balance

1.4 DEFINITIONS

- A. AABC: Associated Air Balance Council.
- B. T&B: Testing, adjusting, and balancing
- C. T&B Agency: An independent entity certified by AABC to perform testing and balancing work.
- D. TBE: AABC certified test and balance engineer.

- E. TBT: AABC certified test and balance technician.
- F. HVAC: Heating, ventilating, and air conditioning.

1.5 SUBMITTALS

- A. Submit under provisions of Division 01 Section "Submittal Procedures."
- B. Submit test, adjust and balance (TAB) report.
- C. LEED Submittals:
 - 1. Air Balance Report for Prerequisite EQ 1: Documentation of work performed for ASHRAE 62.1-2004, Section 7.2.2 - "Air Balancing."
 - 2. TAB Report for Prerequisite EQ 1: Documentation of work performed for ASHRAE/IESNA 90.1-2004, Section 6.7.2.3 - "System Balancing."
- D. Balancing Organization: Submit for approval, the name of the balancing organization selected prior to commencing work.
- E. Testing and Balancing Report: All test forms shall be standard 8-1/2 x 11-inch (A4 size), good-quality paper, bound to form a complete report. All forms shall be computer printed, typewritten, or legibly hand lettered; hand-made forms are not acceptable. Submit draft copies prior to final acceptance of the project. Refer to subpart 3.08 "Balancing Report" for specific requirements.

1.6 QUALITY ASSURANCE

- A. T&B Agency Qualifications: Engage a T&B entity certified by AABC.
 - 1. T&B Field Supervisor: Employee of the T&B Agency who is certified by AABC.
 - 2. T&B Technician: Employee of the T&B Agency and who is certified by AABC as a TBT.
- B. TBT shall perform the following:
 - 1. Review field data reports to validate accuracy of data and to prepare certified T&B reports.
 - 2. Certify that the T&B team complied with the approved T&B plan and the procedures specified and referenced in this Specification.
 - 3. Certify the T&B report.
- C. Perform testing, balancing, and component check.
- D. Perform checks before testing and balancing.
- E. Perform balancing in accordance with AABC 12173.
- F. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1-2004, Section 7.2.2 - "Air Balancing."

- G. ASHRAE/IESNA 90.1-2004 Compliance: Applicable requirements in ASHRAE/IESNA 90.1-2004, Section 6.7.2.3 - "System Balancing."

PART 2 - PRODUCTS NOT USED

PART 3 - EXECUTION

3.1 GENERAL PROCEDURES FOR TESTING AND BALANCING

- A. Perform testing and balancing procedures on each system according to the procedures contained in this section and one of the following as selected by MCA
1. ASHRAE 111
 2. AABC's "National Standards for Testing and Balancing Heating, Ventilating, and Air Conditioning Systems"
 3. NEBB's "Procedural Standards for Testing, Adjusting, and Balancing of Environmental Systems"
 4. SMACNA's TABB "HVAC Systems - Testing, Adjusting, and Balancing".
 5. Comply with requirements in ASHRAE 62.1-2004, Section 7.2.2 - "Air Balancing."

3.2 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. Determine the best locations in main and branch ducts for accurate duct-airflow measurements.
- D. Locate start-stop and disconnect switches, electrical interlocks, and motor starters.
- E. Verify that motor starters are equipped with properly sized thermal protection.
- F. Check condensate drains for proper connections and functioning.
- G. Check for proper sealing of air-handling-unit components.

3.3 COMPONENT CHECK PRIOR TO BALANCING

- A. Check all components such as fans, pumps, boilers, chillers, unitary equipment, and like items, prior to system balancing.
- B. Check all equipment according to the manufacturer's instructions and the following checklist:
1. Pre-Startup Inspection:
 - a. Verify proper equipment mounting and setting.
 - b. Verify that control, interlock, and power wiring is complete.

- c. Verify alignment of motors and drives.
 - d. Verify proper piping connections and accessories.
 - e. Verify that lubrication is completed.
 2. First Run Observations:
 - a. Verify direction of rotation.
 - b. Verify setting of safety controls.
 - c. Monitor heat buildup in bearings.
 - d. Check motor loads against nameplate.
 3. Equipment Check:
 - a. Verify proper overload heater sizes.
 - b. Verify function of safety and operating controls.
 - c. Verify proper operation of equipment.
 - d. Report on inspection, observation, and checking procedures.
- C. Check all subsystems prior to system balancing according to the following checklist, where applicable:
 1. Air distribution products installation is completed.
 2. Filter installation is completed.
 3. Refrigeration systems have been leak tested, evacuated, and filled with refrigerant and fresh oil.
 4. Equipment check completed.
 5. Installation has been cleaned-up and temporary coverings, stickers, and tags removed.
 6. Painted finishes have been touched-up where damaged.

3.4 AIR-SYSTEM BALANCE PROCEDURE

- A. Execute air systems balancing for each air system in accordance with AABC specifications and as described herein.
- B. Make tests with supply, return and exhaust systems operating and doors and windows closed, or in their normal operation condition.
- C. Test and adjust blower speed to design requirements.
- D. Test and record motor full-load amps.
- E. Traverse main supply-air ducts, using a pitot tube and manometer. Calibrate the manometer to read two significant figures in velocity pressure ranges. Take a minimum of 16 readings per traverse to measure the total air quantity supplied by the fan, and to verify air distribution per zone. A main duct is defined as any of the following:
 1. A duct serving 5 or more outlets
 2. A duct serving 3 or more branch ducts
 3. A duct serving a heating coil
 4. A zone duct from a terminal variable-air-volume (VAV) box
 5. A duct emanating from a fan discharge or plenum, and terminating at one or more outlets
- F. Obtain data in support of supply-fan air delivery by the following four methods. For return and exhaust fans, methods 1 and 4 alone are sufficient.

1. By summation of the air-quantity readings at outlets.
 2. By duct traverses of main supply ducts.
 3. By rotating vane traverse across the filter or coil bank.
 4. By plotting revolutions per minute and static pressure readings on the fan curve. Air density corrections shall be indicated.
- G. Test and record required and measured system static pressures; filter differential, coil differential, and fan total static pressure.
- H. Test and adjust systems for design recirculated airflow rates.
- I. Test and adjust system for design volume flow rate of outside air (cfm or L/s).
- J. Test and record entering-air temperatures.
- K. Test and record leaving-air temperatures.
- L. Adjust main supply and return ducts to proper design flow rates.
- M. Adjust zones to proper design, supply and return flow rates.
- N. Test and adjust each diffuser, grille and register to within 10% of design requirements.
- O. Identify each diffuser, grille and register as to location and area.
- P. Identify and list size, type and manufacturer of diffusers, grilles, registers and testing equipment. Use manufacturer's rating on equipment to make required calculations.
- Q. In readings and tests of diffusers, grilles and registers, include required velocity and test velocity (fpm or m/s) and required flow rate (cfm or L/s). Test after adjustment.
- R. Control manufacturer shall set adjustments of automatically operated dampers to operate as indicated in cooperation with balancing firms.
- S. Adjust diffusers, grilles and registers to minimize drafts and to prevent "short circuiting" between supply and return outlets.
- T. Use volume control devices to regulate air quantities only to extent that adjustments do not create objectionable air motion or sound levels. Effect volume control by duct internal devices such as dampers and splitters. Remove air slots on return air troffers to achieve adequate relief to ceiling space.
- U. Vary total system air flow rates by adjustment of fan speeds. Vary branch air quantities by damper regulation.
- V. Record installed fan drive assemblies; fan sheaves, motor sheaves and belts.
- W. Record each installed motor manufacturer.

- X. The final balanced condition of each area shall include testing and adjusting of pressure conditions. Test and record building pressurization levels in variable volume systems through full range of fan delivery rates, under both heating and cooling conditions for multi-story building test pressure conditions at ground, intermediate and upper levels. Front doors, exits and shafts should be checked for air flow so that exterior conditions do not cause excessive or abnormal pressure conditions. Document abnormal building leakage conditions noted.

3.5 BALANCING REPORT

- A. Include types, serial numbers and dates of calibration of instruments.
- B. Record test data on a sepiamade from the latest available revised set of mechanical drawings, and submit copies upon completion of balancing.
- C. Submit fan and pump curves with operating conditions plotted. Submit grille and diffuser shop drawings and diffusion factors.
- D. Index report as follows:
 - 1. Air:
 - a. Summary
 - b. Procedure
 - c. Instrumentation
 - d. Drawings
 - e. Equipment Summary
 - f. Fan Sheets
 - g. Fan Curves
 - h. Fan Profile Data
 - i. Static Data
 - j. Air Monitoring Station Data
 - k. Traverse Data and Schedule
 - l. Terminal Unit Summary
 - m. Outlet Data Summary and Schematics (per system)
 - n. Building Pressurization Data
- E. Air-Handling Equipment:
 - 1. Installation Data:
 - a. Manufacturer
 - b. Size
 - c. Arrangement, discharge and class
 - d. Motor type, power (hp or W), rpm, voltage, phase, cycles and full-load amps
 - e. Location and final identification
 - 2. Design Data:
 - a. Total airflow rate
 - b. Static pressure
 - c. Motor power (hp or W), rpm and amps
 - d. Fan rpm
 - e. Fan power (hp or W)
 - f. Inlet and outlet dry-bulb temperatures

3. Recorded Data:
 - a. Airflow rate
 - b. Static pressure
 - c. Fan rpm
 - d. Fan power (hp or W)
 - e. Motor operating amps
 - f. Inlet and outlet dry-bulb temperatures

- F. Duct Air Quantities: Maximums and minimums for mains, branches, outside air, and exhausts:
 1. Duct sizes
 2. Number of pressure readings
 3. Sum of velocity measurements
 4. Average velocity
 5. Duct recorded airflow rate
 6. Duct design airflow rates

- G. Air Inlets and Outlets:
 1. Outlet identification location and designation
 2. Manufacturer's catalogue identification and type
 3. Application factors
 4. Design and recorded velocities
 5. Design and recorded airflow rates
 6. Deflector-vane or diffuser-cone settings

- H. Building Pressurization Data:
 1. Outside air temperatures
 2. Outside wind velocity
 3. Building pressures plotted with respect to systems
 4. Supply-air, return-air and exhaust-airflow rates
 5. Locations of pressure measuring points inside and outside building

- I. Heating Equipment:
 1. Design Data:
 - a. Heat-transfer rate
 - b. Water-flow rate
 - c. Entering and leaving water temperature
 - d. Water pressure drop
 2. Recorded Data:
 - a. Element type and identification (location and designation)
 - b. Entering and leaving water temperatures
 - c. Water pressure drop
 - d. Water-flow rate

- J. Air Heating and Cooling Equipment:
 1. Design Data:
 - a. Heat-transfer rate
 - b. Water pressure-drop across coil
 - c. Air static-pressure drop
 - d. Entering and leaving water temperatures

- e. Entering and leaving air dry-bulb and wet-bulb temperatures
- 2. Recorded Data:
 - a. Element type and identification
 - b. Entering and leaving air dry-bulb and wet-bulb temperatures
 - c. Entering and leaving water temperatures
 - d. Water pressure-drop across coil
 - e. Water pressure-drop across bypass valve
 - f. Air static-pressure drop
 - g. Airflow and water-flow rates
 - h. Adjusted temperature rise or drop

3.6 TRAINING

- A. Conduct a training session during the operating test. Instruct owner in the proper operation and maintenance of all controls and operating equipment installed on the job.
- B. Operate the equipment from startup through every step, phase or condition the equipment will normally see. Where possible, demonstrate out-of-season operation by false loading or by adjustment of control devices.
- C. Fully describe all operations required for the routine and special maintenance of all equipment. Explain such items as cleaning, adjusting and lubrication. Reference operations and maintenance manuals during this session.
- D. On occasions where a factory representative must be on hand for the initial startup of a piece of equipment in advance of the operations training session, conduct training for that equipment then.

END OF SECTION 230593

SECTION 233113

METAL DUCTS

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. Single-wall rectangular ducts and fittings.
 - 2. Single-wall round ducts and fittings.
 - 3. Sheet metal materials.
 - 4. Sealants and gaskets.
 - 5. Hangers and supports.

1.3 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 shall withstand the effects of gravity loads and stresses within limits and under conditions described in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible".
- C. Airstream Surfaces: Surfaces in contact with the airstream shall comply with requirements in ASHRAE 62.1.

1.4 ACTION SUBMITTALS

- A. Product Data: For each type of the following products:
 - 1. Liners and adhesives.
 - 2. Sealants and gaskets.
- B. 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.

1.5 INFORMATIONAL SUBMITTALS

- A. Coordination Drawings: Plans, drawn to scale, on which the following items are shown and coordinated with each other, using input from installers of the items involved:
 - 1. Duct installation in congested spaces, indicating coordination with general construction, building components, and other building services. Indicate proposed changes to duct layout.
- B. Welding certificates.
- C. Field quality-control reports.

1.6 QUALITY ASSURANCE

- A. Welding Qualifications: Qualify procedures and personnel according to the following:
 - 1. AWS D1.1/D1.1M, "Structural Welding Code - Steel," for hangers and supports.
 - 2. AWS D1.2/D1.2M, "Structural Welding Code - Aluminum," for aluminum supports.
 - 3. AWS D9.1M/D9.1, "Sheet Metal Welding Code," for duct joint and seam welding.
- B. ASHRAE Compliance: Applicable requirements in ASHRAE 62.1, Section 5 - "Systems and Equipment" and Section 7 - "Construction and System Start-up."
- C. ASHRAE/IESNA Compliance: Applicable requirements in ASHRAE/IESNA 90.1, Section 6.4.4 - "HVAC System Construction and Insulation."

PART 2 - PRODUCTS

2.1 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. 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."

2.2 SINGLE-WALL ROUND DUCTS AND FITTINGS

- A. General Fabrication Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 3, "Round, Oval, and Flexible Duct," 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 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."
- C. 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."
- D. Tees and Laterals: Select types and fabricate according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees," 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."

2.3 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.
 - 1. Galvanized Coating Designation: G60 (Z180).
- C. Aluminum Sheets: Comply with ASTM B 209 (ASTM B 209M) Alloy 3003, H14 temper; with mill finish for concealed ducts, and standard, one-side bright finish for duct surfaces exposed to view.
- D. Reinforcement Shapes and Plates: ASTM A 36/A 36M, steel plates, shapes, and bars; black and galvanized.
 - 1. Where black- and galvanized-steel shapes and plates are used to reinforce aluminum ducts, isolate the different metals with butyl rubber, neoprene, or EPDM gasket materials.
- E. Tie Rods: Galvanized steel, 1/4-inch (6-mm) minimum diameter for lengths 36 inches (900 mm) or less; 3/8-inch (10-mm) minimum diameter for lengths longer than 36 inches (900 mm).

2.4 SEALANT AND GASKETS

- A. General Sealant and Gasket Requirements: Surface-burning characteristics for sealants and gaskets shall be a maximum flame-spread index of 25 and a maximum smoke-developed index of 50 when tested according to UL 723; certified by an NRTL.
- B. Water-Based Joint and Seam Sealant:
 - 1. Application Method: Brush on.
 - 2. Solids Content: Minimum 65 percent.
 - 3. Shore A Hardness: Minimum 20.
 - 4. Water resistant.

5. Mold and mildew resistant.
 6. VOC: Maximum 75 g/L (less water).
 7. Maximum Static-Pressure Class: 10-inch wg (2500 Pa), positive and negative.
 8. Service: Indoor or outdoor.
 9. Substrate: Compatible with galvanized sheet steel (both PVC coated and bare), stainless steel, or aluminum sheets.
- C. Flanged Joint Sealant: Comply with ASTM C 920.
1. General: Single-component, acid-curing, silicone, elastomeric.
 2. Type: S.
 3. Grade: NS.
 4. Class: 25.
 5. Use: O.
 6. For indoor applications, sealant shall have a VOC content of 250 g/L or less when calculated according to 40 CFR 59, Subpart D (EPA Method 24).
- D. Flange Gaskets: Butyl rubber, neoprene, or EPDM polymer with polyisobutylene plasticizer.
- E. Round Duct Joint O-Ring Seals:
1. Seal shall provide maximum leakage class of 3 cfm/100 sq. ft. at 1-inch wg (0.14 L/s per sq. m at 250 Pa) and shall be rated for 10-inch wg (2500-Pa) static-pressure class, positive or negative.

2.5 HANGERS AND SUPPORTS

- A. Hanger Rods: Electrogalvanized, all-thread rods or galvanized rods with threads painted with zinc-chromate primer after installation.
- B. Strap and Rod Sizes: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1 (Table 5-1M), "Rectangular Duct Hangers Minimum Size," and Table 5-2, "Minimum Hanger Sizes for Round Duct."
- C. Steel Cables for Galvanized-Steel Ducts: Galvanized steel complying with ASTM A 603.
- D. 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.

PART 3 - EXECUTION

3.1 DUCT INSTALLATION

- A. Drawing plans, schematics, and diagrams indicate general location and arrangement of duct system. Indicated duct locations, configurations, and arrangements were used to size ducts and calculate friction loss for air-handling equipment sizing and for other design considerations. Install duct systems as indicated unless deviations to layout are approved on Shop Drawings and Coordination Drawings.

- B. Install ducts according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" unless otherwise indicated.
- C. Install round ducts in maximum practical lengths.
- D. Install ducts with fewest possible joints.
- E. Install factory- or shop-fabricated fittings for changes in direction, size, and shape and for branch connections.
- F. Unless otherwise indicated, install ducts vertically and horizontally, and parallel and perpendicular to building lines.
- G. Install ducts close to walls, overhead construction, columns, and other structural and permanent enclosure elements of building.
- H. Install ducts with a clearance of 1 inch (25 mm), plus allowance for insulation thickness.
- I. 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."

3.2 DUCT SEALING

- A. Seal ducts for duct static-pressure, seal classes, and leakage classes specified in "Duct Schedule" Article according to SMACNA's "HVAC Duct Construction Standards - Metal and Flexible."

3.3 HANGER AND SUPPORT INSTALLATION

- A. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Chapter 5, "Hangers and Supports."
- B. Building Attachments: Use appropriate fasteners for construction materials to which hangers are being attached.
- C. Hanger Spacing: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 5-1 (Table 5-1M), "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 (610 mm) of each elbow and within 48 inches (1200 mm) of each branch intersection.
- D. Hangers Exposed to View: Threaded rod and angle or channel supports.
- E. 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 (5 m).
- F. Install upper attachments to structures. Select and size upper attachments with pull-out, tension, and shear capacities appropriate for supported loads and building materials where used.

3.4 CONNECTIONS

- A. Make connections to equipment with flexible connectors complying with Section 233300 "Air Duct Accessories."
- B. Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for branch, outlet and inlet, and terminal unit connections.

3.5 FIELD QUALITY CONTROL

- A. Perform tests and inspections.
- B. Leakage Tests:
 - 1. Comply with SMACNA's "HVAC Air Duct Leakage Test Manual." Submit a test report for each test.
 - 2. Disassemble, reassemble, and seal segments of systems to accommodate leakage testing and for compliance with test requirements.
 - 3. Test for leaks before applying external insulation.
 - 4. Conduct tests at static pressures equal to maximum design pressure of system or section being tested. If static-pressure classes are not indicated, test system at maximum system design pressure. Do not pressurize systems above maximum design operating pressure.
- C. Duct System Cleanliness Tests:
 - 1. Visually inspect duct system to ensure that no visible contaminants are present.
- D. Duct system will be considered defective if it does not pass tests and inspections.
- E. Prepare test and inspection reports.

3.6 DUCT CLEANING

- A. Clean new and existing duct system(s) before testing, adjusting, and balancing.
- B. Use service openings for entry and inspection.
 - 1. Create new openings and install access panels appropriate for duct static-pressure class if required for cleaning access. Provide insulated panels for insulated or lined duct. Patch insulation and liner as recommended by duct liner manufacturer. Comply with Section 233300 "Air Duct Accessories" for access panels and doors.
 - 2. Disconnect and reconnect flexible ducts as needed for cleaning and inspection.
 - 3. Remove and reinstall ceiling to gain access during the cleaning process.
- C. Clean the following components by removing surface contaminants and deposits:
 - 1. Air outlets and inlets (registers, grilles, and diffusers).
 - 2. Supply, return, and exhaust fans including fan housings, plenums (except ceiling supply and return plenums), scrolls, blades or vanes, shafts, baffles, dampers, and drive assemblies.
 - 3. Air-handling unit internal surfaces and components including mixing box, coil section, air wash systems, spray eliminators, condensate drain pans, humidifiers and dehumidifiers, filters and filter sections, and condensate collectors and drains.
 - 4. Coils and related components.
 - 5. Return-air ducts, dampers, actuators, and turning vanes except in ceiling plenums and mechanical equipment rooms.
 - 6. Supply-air ducts, dampers, actuators, and turning vanes.
- D. Mechanical Cleaning Methodology:
 - 1. Clean metal duct systems using mechanical cleaning methods that extract contaminants from within duct systems and remove contaminants from building.
 - 2. Use vacuum-collection devices that are operated continuously during cleaning. Connect vacuum device to downstream end of duct sections so areas being cleaned are under negative pressure.
 - 3. Use mechanical agitation to dislodge debris adhered to interior duct surfaces without damaging integrity of metal ducts, duct liner, or duct accessories.

4. Clean coils and coil drain pans according to NADCA 1992. Keep drain pan operational. Rinse coils with clean water to remove latent residues and cleaning materials; comb and straighten fins.
5. Provide drainage and cleanup for wash-down procedures.

3.7 START UP

- A. Air Balance: Comply with manufacturer requirements and industry standards.

3.8 DUCT SCHEDULE

- A. Fabricate ducts with galvanized sheet steel except as otherwise indicated and as follows:
- B. Supply Ducts and Return Ducts:
 1. Minimum sizes are indicated on drawings.
- C. Intermediate Reinforcement:
 1. Galvanized-Steel Ducts: Galvanized steel.
- D. Elbow Configuration:
 1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-2, "Rectangular Elbows."
 - a. Radius Type RE 1 with minimum 1.5 radius-to-diameter ratio.
 - b. Radius Type RE 3 with minimum 1.0 radius-to-diameter ratio and two vanes.
 - c. Mitered Type RE 2 with vanes complying with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-3, "Vanes and Vane Runners," and Figure 4-4, "Vane Support in Elbows."
 2. Round Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-4, "Round Duct Elbows."
 - a. Minimum Radius-to-Diameter Ratio and Elbow Segments: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Table 3-1, "Mitered Elbows." Elbows with less than 90-degree change of direction have proportionately fewer segments.
 - 1) Radius-to Diameter Ratio: 1.5.
 - b. Round Elbows, 12 Inches (305 mm) and Smaller in Diameter: Stamped or pleated.
 - c. Round Elbows, 14 Inches (356 mm) and Larger in Diameter: Standing seam.
- E. Branch Configuration:
 1. Rectangular Duct: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 4-6, "Branch Connection."
 - a. Rectangular Main to Rectangular Branch: 45-degree entry.
 - b. Rectangular Main to Round Branch: Spin in.
 2. Round and Flat Oval: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible," Figure 3-5, "90 Degree Tees and Laterals," and Figure 3-6, "Conical Tees." Saddle taps are permitted in existing duct.
 - a. Velocity 1000 fpm (5 m/s) or Lower: 90-degree tap.
 - b. Velocity 1000 to 1500 fpm (5 to 7.6 m/s): Conical tap.
 - c. Velocity 1500 fpm (7.6 m/s) or Higher: 45-degree lateral.

END OF SECTION 233113

SECTION 233300

AIR DUCT ACCESSORIES

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. Manual volume dampers.
 - 2. Flange connectors.
 - 3. Turning vanes.
 - 4. Flexible connectors.
 - 5. Flexible ducts.
 - 6. Duct accessory hardware.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. For duct silencers, include pressure drop and dynamic insertion loss data. Include breakout noise calculations for high transmission loss casings.
- B. Shop Drawings: For duct accessories. Include plans, elevations, sections, details and attachments to other work.
 - 1. Detail duct accessories fabrication and installation in ducts and other construction. Include dimensions, weights, loads, and required clearances; and method of field assembly into duct systems and other construction. Include the following:
 - a. Special fittings.
 - b. Manual volume damper installations.

1.4 CLOSEOUT SUBMITTALS

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

PART 2 - PRODUCTS

2.1 ASSEMBLY DESCRIPTION

- A. Comply with NFPA 90A, "Installation of Air Conditioning and Ventilating Systems," and with NFPA 90B, "Installation of Warm Air Heating and Air Conditioning Systems."
- B. 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.

2.2 MATERIALS

- A. Galvanized Sheet Steel: Comply with ASTM A 653/A 653M.
 - 1. Galvanized Coating Designation: G60 (Z180).
- B. Aluminum Sheets: Comply with ASTM B 209 (ASTM B 209M), Alloy 3003, Temper H14; with mill finish for concealed ducts and standard, 1-side bright finish for exposed ducts.
- C. Extruded Aluminum: Comply with ASTM B 221 (ASTM B 221M), Alloy 6063, Temper T6.
- D. Reinforcement Shapes and Plates: Galvanized-steel reinforcement where installed on galvanized sheet metal ducts; compatible materials for aluminum and stainless-steel ducts.
- E. Tie Rods: Galvanized steel, 1/4-inch (6-mm) minimum diameter for lengths 36 inches (900 mm) or less; 3/8-inch (10-mm) minimum diameter for lengths longer than 36 inches (900 mm).

2.3 MANUAL VOLUME DAMPERS

- A. Low-Leakage, Steel, Manual Volume Dampers:
 - 1. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 - a. McGill AirFlow LLC.
 - b. Trox USA Inc.
 - c. Vent Products Co., Inc.
 - 2. Comply with AMCA 500-D testing for damper rating.
 - 3. Low-leakage rating, with linkage outside airstream, and bearing AMCA's Certified Ratings Seal for both air performance and air leakage.
 - 4. Suitable for horizontal or vertical applications.
 - 5. Frames:
 - a. 0.094-inch- (2.4-mm-) thick, galvanized sheet steel.
 - b. Mitered and welded corners.
 - c. Flanges for attaching to walls and flangeless frames for installing in ducts.
 - 6. Blades:
 - a. Multiple or single blade.
 - b. Parallel- or opposed-blade design.
 - c. Stiffen damper blades for stability.
 - d. Galvanized, roll-formed steel, 0.064 inch (1.62 mm) thick.
 - 7. Blade Axles: Galvanized steel.

8. Bearings:
 - a. Oil-impregnated stainless-steel sleeve or Stainless-steel sleeve.
 - b. Dampers in ducts with pressure classes of 3-inch wg (750 Pa) or less shall have axles full length of damper blades and bearings at both ends of operating shaft.
9. Blade Seals: Vinyl or Neoprene.
10. Jamb Seals: Cambered stainless steel.
11. Tie Bars and Brackets: Galvanized steel.
- B. Jackshaft:
 1. Size: 0.5-inch (13-mm) diameter.
 2. Material: Galvanized-steel pipe rotating within pipe-bearing assembly mounted on supports at each mullion and at each end of multiple-damper assemblies.
- C. Damper Hardware:
 1. Zinc-plated, die-cast core with dial and handle made of 3/32-inch- (2.4-mm-) thick zinc-plated steel, and a 3/4-inch (19-mm) hexagon locking nut.
 2. Include center hole to suit damper operating-rod size.
 3. Include elevated platform for insulated duct mounting.

2.4 FLANGE CONNECTORS, TURNING VANES, AND FLEXIBLE CONNECTORS MANUFACTURERS

- A. Manufacturers: Subject to compliance with requirements, available manufacturers offering products that may be incorporated into the Work include, but are not limited to the following:
 1. CL WARD & Family Inc.
 2. Ductmate Industries, Inc.
 3. Hardcast, Inc.
 4. Nexus PDQ.
 5. Ward Industries; a brand of Hart & Cooley, Inc.
 6. Aero-Dyne Sound Control Co.
 7. Duro Dyne Inc.
 8. Elgen Manufacturing.
 9. METALAIRE, Inc.
 10. SEMCO LLC.
 11. JP Lamborn Co.
 12. Ventfabrics, Inc.

2.5 FLANGE CONNECTORS

- A. Description: Add-on or roll-formed, factory-fabricated, slide-on transverse flange connectors, gaskets, and components.
- B. Material: Galvanized steel.
- C. Gage and Shape: Match connecting ductwork.

2.6 TURNING VANES

- A. Manufactured Turning Vanes for Metal Ducts: Curved blades of galvanized sheet steel; support with bars perpendicular to blades set; set into vane runners suitable for duct mounting.

- B. General Requirements: Comply with SMACNA's "HVAC Duct Construction Standards - Metal and Flexible"; Figures 4-3, "Vaness and Vane Runners," and 4-4, "Vane Support in Elbows."
- C. Vane Construction: Single wall.

2.7 FLEXIBLE CONNECTORS

- A. Materials: Flame-retardant or noncombustible fabrics.
- B. Coatings and Adhesives: Comply with UL 181, Class 1.
- C. Metal-Edged Connectors: Factory fabricated with a fabric strip 3-1/2 inches (89 mm) wide attached to two strips of 2-3/4-inch- (70-mm-) wide, 0.028-inch- (0.7-mm-) thick, galvanized sheet steel or 0.032-inch- (0.8-mm-) thick aluminum sheets. Provide metal compatible with connected ducts.
- D. Indoor System, Flexible Connector Fabric: Glass fabric double coated with neoprene.
 - 1. Minimum Weight: 26 oz./sq. yd. (880 g/sq. m).
 - 2. Tensile Strength: 480 lbf/inch (84 N/mm) in the warp and 360 lbf/inch (63 N/mm) in the filling.
 - 3. Service Temperature: Minus 40 to plus 200 deg F (Minus 40 to plus 93 deg C).

2.8 FLEXIBLE DUCTS

- A. Manufacturers: Subject to compliance with requirements, provide products by one of the following:
 - 1. ATCO Rubber Products, Inc.
 - 2. Flexmaster U.S.A., Inc.
 - 3. JP Lamborn Co.
- B. Insulated, Flexible Duct: UL 181, Class 1, film supported by helically wound, spring-steel wire; fibrous-glass insulation; with vapor-barrier film/jacked.
 - 1. Pressure Rating: 10-inch wg (2500 Pa) positive and 1.0-inch wg (250 Pa) negative.
 - 2. Maximum Air Velocity: 4000 fpm (20 m/s).
 - 3. Temperature Range: Minus 20 to plus 210 deg F (Minus 29 to plus 99 deg C).
 - 4. Insulation R-value: R-8, or R-6.
 - 5. Core Film Materials:
 - a. 2 ply vinyl/polyester
 - b. Black polymer
 - c. Chlorinated Polyethylene (CPE)
 - 6. External Vapor Barrier Jacket: Bid directional reinforced aluminized material.
- C. Flexible Duct Accessory Materials: Provide accessories per flexible duct system manufacturers recommendations, including the following,
 - 1. Air connectors: Non-insulated UL-181 air connector, polyester and aluminum foil
 - 2. Tape: UL 181B-FX
 - 3. Clamps: Stainless-steel band with cadmium-plated hex screw to tighten band with a worm-gear action in sizes 3 through 18 inches (75 through 460 mm), to suit duct size.
 - 4. Non-Clamp Connectors: Adhesive plus sheet metal screws.
 - 5. Mastics: UL 181B-M

2.9 DUCT ACCESSORY HARDWARE

- A. Instrument Test Holes: Cast iron or cast aluminum to suit duct material, including screw cap and gasket. Size to allow insertion of pitot tube and other testing instruments and of length to suit duct-insulation thickness.
- B. Adhesives: High strength, quick setting, neoprene based, waterproof, and resistant to gasoline and grease.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install duct accessories according to applicable details in SMACNA's "HVAC Duct Construction Standards - Metal and Flexible" for metal ducts and in NAIMA AH116, "Fibrous Glass Duct Construction Standards," for fibrous-glass ducts.
- B. Install duct accessories of materials suited to duct materials; use galvanized-steel accessories in galvanized-steel and fibrous-glass ducts, stainless-steel accessories in stainless-steel ducts, and aluminum accessories in aluminum ducts.
- C. Install control dampers at inlet of exhaust fans or exhaust ducts as close as possible to exhaust fan unless otherwise indicated.
- D. Install volume dampers at points on supply, return, and exhaust systems where branches extend from larger ducts. Where dampers are installed in ducts having duct liner, install dampers with hat channels of same depth as liner, and terminate liner with nosing at hat channel.
 - 1. Install steel volume dampers in steel ducts.
- E. Set dampers to fully open position before testing, adjusting, and balancing.
- F. Install test holes at fan inlets and outlets and elsewhere as indicated.
- G. Install fire and smoke dampers according to UL listing.
- H. Install duct access doors on sides of ducts to allow for inspecting, adjusting, and maintaining accessories and equipment at the following locations:
 - 1. Downstream from manual volume dampers, control dampers, backdraft dampers, and equipment.
 - 2. Control devices requiring inspection.
 - 3. Elsewhere as indicated.
- I. Install access doors with swing against duct static pressure.
- J. Access Door Sizes:
 - 1. One-Hand or Inspection Access: 8 by 5 inches (200 by 125 mm).
- K. Install flexible connectors to connect ducts to equipment.
- L. For fans developing static pressures of 5-inch wg (1250 Pa) and more, cover flexible connectors with loaded vinyl sheet held in place with metal straps.
- M. Connect terminal units to supply ducts directly or with maximum 12-inch (300-mm) lengths of flexible duct. Do not use flexible ducts to change directions.
- N. Connect diffusers or light troffer boots to ducts directly or with maximum 24-inch (600-mm) lengths of flexible duct clamped or strapped in place.
- O. Connect flexible ducts to metal ducts with liquid adhesive plus sheet metal screws.
- P. Install duct test holes where required for testing and balancing purposes.

3.2 FLEXIBLE DUCT INSTALLATION

- A. General
 - 1. Use the minimum length of flexible ducting needed to make the connections, install sections fully extended where possible.
 - 2. Keep bend greater than or equal to 1 duct diameter.
 - 3. Do not 'snake' duct runs.
 - 4. Properly seal flexible duct connections.
 - 5. Properly support flexible ducting.
- B. Install flexible duct systems, including connections and joints, in accordance with manufacturer's installation instructions, ADC Flexible Duct Performance and Installation Standards Chapter 4 "Installation Requirements", and with UL 181, Class 1 Air Duct.B.
- C. Support flexible ducts at manufacturer's recommended intervals, but not greater than 5 ft., by use of hanging devices, approved by local authorities having jurisdiction. Do not allow sag of greater than 1/2 in per foot of spacing between supports.
- D. Install flexible connectors to connect ducts to equipment.
- E. Seal penetrations and tears in vapor barrier with tape.

3.3 FIELD QUALITY CONTROL

- A. Tests and Inspections:
 - 1. Operate dampers to verify full range of movement.
 - 2. Inspect locations of access doors and verify that purpose of access door can be performed.
 - 3. Operate fire, smoke, and combination fire and smoke dampers to verify full range of movement and verify that proper heat-response device is installed.
 - 4. Inspect turning vanes for proper and secure installation.
 - 5. Operate remote damper operators to verify full range of movement of operator and damper.

END OF SECTION 233300

SECTION 233713

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 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. Louver face diffusers.
 - 2. Fixed face registers.
- B. Related Sections:
 - 1. Section 233300 "Air Duct Accessories" for fire and smoke dampers and volume-control dampers not integral to diffusers, registers, and grilles.

1.3 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated, include the following:
 - 1. Data Sheet: Indicate materials of construction, finish, and mounting details; and performance data including throw and drop, static-pressure drop, and noise ratings.

PART 2 - PRODUCTS

2.1 CEILING DIFFUSERS

- A. Louver Face Diffuser: See drawing designation.
 - 1. Devices shall be specifically designed for variable-air-volume flows.
 - 2. Material: Aluminum.
 - 3. Finish: Baked enamel, white.
 - 4. Face Size: See Drawings.
 - 5. Mounting: Surface with beveled frame.
 - 6. Pattern: As indicated on drawings core style.
 - 7. Accessories:
 - a. Square to round neck adaptor.
 - b. Adjustable pattern vanes.
 - c. Throw reducing vanes.
 - d. Equalizing grid.

- e. Plaster ring.
- f. Wire guard.
- g. Sectorizing baffles.

2.2 REGISTERS AND GRILLES

A. Fixed Face Register:

- 1. Material: Aluminum.
- 2. Finish: Baked enamel, white.
- 3. Face Arrangement: 1/2-by-1/2-by-1/2-inch (13-by-13-by-13-mm) grid core.
- 4. Core Construction: Integral.
- 5. Frame: 1 inch (25 mm) wide.
- 6. Mounting Frame: Filter.
- 7. Mounting: Countersunk screw.
- 8. Damper Type: Adjustable opposed blade.
- 9. Accessory: Filter.

B. Aluminum Supply Grilles

- 1. Material: Aluminum
- 2. Model Description: 301FL
- 3. Construction: Aluminum supply grilles shall be TITUS Model 301F (single deflection) of the sizes and mounting types shown on the plans and outlet schedule. The deflection blades shall be available parallel to the long dimension of the grille or register.
- 4. Frame: Construction shall be of aluminum with a 1¼-inch wide border on all sides.
- 5. Mounting: Screw holes shall be countersunk for a neat appearance.
- 6. Deflection blades: Contoured to a specifically designed and tested cross-section to meet published test performance data. Blades shall be spaced on 3/4-inch centers. Blades shall have friction pivots on both sides to allow individual blade adjustment without loosening or rattling or be inserted through the frame and held tight with steel friction wire interlocked to the frame on both ends of each side. Plastic blade pivots are not acceptable.
- 7. Damper: Opposed blade volume damper constructed of heavy gauge steel or aluminum. Damper must be operable from the face of the grille.
- 8. Finish: The grille finish shall be #26 white. The finish shall be an anodic acrylic paint, baked at 315° F for 30 minutes. The pencil hardness must be HB to H. The paint must pass a 100-hour ASTM B117 Corrosive Environments Salt Spray Test without creepage, blistering or deterioration of film. The paint must pass a 250-hour ASTM D870 Water Immersion Test. The paint must also pass the ASTM D2794 Reverse Impact Cracking Test with a 50-inch pound force applied.
- 9. The manufacturer shall provide published performance data for the grille. The grille shall be tested in accordance with ANSI/ASHRAE Standard 70-1991.

2.3 SOURCE QUALITY CONTROL

- A. Verification of Performance: Rate diffusers, registers, and grilles according to ASHRAE 70, "Method of Testing for Rating the Performance of Air Outlets and Inlets."

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. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 INSTALLATION

- A. Install diffusers, registers, and grilles level and plumb.
- B. Ceiling-Mounted Outlets and Inlets: 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 practical. For units installed in lay-in ceiling panels, locate units in the center of panel. Where architectural features or other items conflict with installation, notify MCA for a determination of final location.
- C. Install diffusers, registers, and grilles with airtight connections to ducts and to allow service and maintenance of dampers, air extractors, and fire dampers.

3.3 ADJUSTING

- A. After installation, adjust diffusers, registers, and grilles to air patterns indicated, or as directed, before starting air balancing.

END OF SECTION 233713