Worcester County Administration
1 West Market Street, Room 1103
Snow Hill, Maryland 21863

INVITATION FOR BID

PROJECT:	**Isle of Wight Facility Renovation**
DEPARTMENT:	**Public Works - Maintenance**

VENDOR:

NAME:	
ADDRESS:	

BID OPENING:

DATE:	**Wednesday, October 8, 2025**
TIME:	**2:30 PM**

Building Specifications
Isle of Wight Facility Renovation

Bishopville, Maryland

Davis Bowen & Friedel, Inc.
601 East Main Street, Suite 100
Salisbury, Maryland 21804
DBF #0085B055.B01

8/6/2025

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DIVISION 09-FINISHES

DIVISION 10-SPECIALTIES

DIVISION 12-FURNISHINGS

DOCUMENT 001116 - INVITATION TO BID

1.1 PROJECT INFORMATION

A. Notice to Bidders: Qualified bidders are invited to submit bids for Project as described in this Document according to the Instructions to Bidders.

B. The County will serve as the general contractor for this project. They will submit invitations to bid to interested subcontractors and contract with each individually.

C. Project Identification: Isle of Wight Facility Renovation.

1. Project Location: 13070 St Martin's Neck Road, Bishopville, MD.

D. Owner: Worcester County Commissioners.

E. Architect: Davis Bowen & Friedel, Inc., 601 East Main Street, Salisbury, MD, phone 410-543-9091.
1. Project Description: Interior renovations of a 5,710 square foot office building including plumbing, mechanical and electrical. Demolition and replacement including but not limited to flooring, doors and frames, toilet rooms, cabinetry, and ceilings. Limited partition demo and new partition construction. Concrete floor demolition and repair to accommodate 4 new ADA accessible toilets and breakroom plumbing.

F. Construction Contract: Bids will be received for the following Work:

1. General Contract (all trades).

1.2 BID SUBMITTAL AND OPENING

A. Owner will receive sealed bids until the bid time and date at the location indicated below. Owner will consider bids prepared in compliance with the Instructions to Bidders issued by Owner, and delivered as follows:

1. Bid Date: Wednesday, October 8, 2025
2. Bid Time: 2:30 PM
3. Location: Worcester County Administration Office, 1 West Market Street, Room 1103, Snow Hill, MD 21863

B. Bids will be thereafter publicly opened and read aloud.

1.3 BID SECURITY

A. Bid security shall be submitted with each bid in the amount of 5 percent of the bid amount. No bids may be withdrawn for a period of 60 days after opening of bids. Owner reserves the right to reject any and all bids and to waive informalities and irregularities.

1.4 PREBID CONFERENCE

A. A prebid conference for all bidders will be held by County Public Works, on site at 10:30 am on Thursday, September 18, 2025. Prospective bidders are encouraged to attend. Last day for questions is noon on Tuesday, September 30, 2025

1.5 DOCUMENTS

A. Drawings in pdf format will be supplied at no charge at www.co.worcester.md.us/commissioners/bids . Drawings may be viewed at the Architect's office at any time during normal business hours.

1.6 BIDDER'S QUALIFICATIONS

A. Bidders must be properly licensed under the laws governing their respective trades and be able to obtain insurance and bonds required for the Work. A Performance Bond, a separate Labor and Material Payment Bond, and Insurance in a form acceptable to Owner will be required of the successful Bidder.

END OF DOCUMENT 001116

DOCUMENT 001116 A – INVITATION TO BID
WORCESTER COUNTY PROVIDED REQUIREMENTS

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SECTION 1.1: INTRODUCTION

A. **PURPOSE**

1. The purpose of this Invitation for Bid Document is for Worcester County ("County") to contract for the Isle of Wight Building Facility Renovation in conformity with the requirements contained herein ("Bid Document(s)").

B. **CLARIFICATION OF TERMS**

1. Firms or individuals that submit a bid for award of a contract ("Contract") are referred to as vendors ("Vendors") in this document. The Vendor that is awarded the Contract is herein referred to as the ("Successful Vendor").

C. **QUESTIONS AND INQUIRES**

1. Questions must be addressed in writing to the Worcester County Procurement Officer at nrice@co.worcester.md.us.
2. The last date to submit questions for clarification will be noted in the bid package information .
3. Addenda are posted on the County website at https://www.co.worcester.md.us/ under County Info: Bid Board: at https://www.co.worcester.md.us/commissioners/bids at least five calendar days before bid opening.
4. It is the Vendors responsibly to make sure all addenda are acknowledged in their bid. Failure to do so could result in the bid being disqualified.

D. **FILLING OUT BID DOCUMENTS**

1. Use only forms supplied by the County.
2. One unbound original and two bound copies of the bid form and any required attachments must be submitted in the solicitation and can be submitted in the same envelope unless otherwise instructed.
3. Bid Documents should be complied as follows: (1) Cover letter, (2) Form of Bid, (3) References, (4) Exceptions Document and Signed addenda, if necessary (5) Individual Principal Document, (6) Vendor's Affidavit of Qualification to Bid, and (7) Non-Collusive Affidavit
4. Where so indicated by the make-up of the Bid Documents, sums will be expressed in both words and figures, and in the case of a discrepancy between the two, the amount written in words will govern. In the event there is a discrepancy between the unit price and the extended totals, the unit prices will govern.
5. Any interlineation, alteration, or erasure will be initialed by the signer of the Bid Documents.
6. Each copy of the Bid Documents will be signed by the person(s) legally authorized to bind the Vendor to a contract, using the legal name of the signer. Bid Documents submitted by an agent will have a current Power of Attorney attached certifying the agent's authority to bind the Vendor.
7. Vendor will supply all information and submittals required by the Bid Documents to constitute a proper and responsible completed Bid Document package.
8. Any ambiguity in the Bid Documents as a result of omission, error, lack of clarity or non-compliance by the Vendor with specifications, instructions, and/or all conditions of bidding will be construed in the light most favorable to the County.

E. **SUBMISSION OF BID DOCUMENTS**

1. All copies of the Bid Documents and any other documents required to be submitted with the Bid Documents will be enclosed in a sealed envelope. The envelope will be addressed to the

Worcester County Commissioners and will be identified with the project name: Isle of Wight Facility Renovations and the Vendor's name and address. If the Bid Documents are sent by mail, the sealed envelope will be enclosed in a separate mailing envelope with the notation "SEALED BID DOCUMENTS ENCLOSED" on the face thereof.

2. Bids must be mailed or hand carried to the **Worcester County Administration Office, 1 West Market Street, Room 1103, Snow Hill, MD 21863**, in order to be received **prior** to the announced bid deadline. *Bids received after said time or delivered to the wrong location will be returned to the Vendor unopened.*
3. **Bids are due and will be opened at the time listed on the front of this Bid Document.**
4. If you are delivering a bid in person please keep in mind to allow time to get through security and into the Administration Office. It is fully the responsibility of the Vendor to ensure that the bid is received on time.
5. The County will not speculate as to reasonableness of the postmark, nor comment on the apparent failure of a public carrier to have made prompt delivery of the bid.
6. Vendors, or their authorized agents, are expected to fully inform themselves as to the conditions, requirements, and specifications before submitting Bid Documents; failure to do so will be at the Vendor's own risk.
7. A fully executed Affidavit of Qualification to Bid will be attached to each Bid Document.
8. Minority vendors are encouraged to participate.
9. All Vendor submitted Bid Documents will be valid for a minimum of sixty days from the date of Bid Document opening.
10. Electronically mailed bids are **not** considered sealed bids and will **not** be accepted.

F. **OPENING OF BIDS**

1. Bid Documents received on time will be opened publicly and Vendor's names and total costs will be read aloud for the record.
2. The Contract will be awarded or all Bid Documents will be rejected within sixty days from the date of the Bid Document opening.

G. **ACCEPTANCE OR REJECTION OF BIDS**

1. Unless otherwise specified, the Contract will be awarded to the most responsible and responsive Vendor complying with the provisions of the Bid Documents, provided the bid does not exceed the funds available, and it is in the best interest of the County to accept it. The County reserves the right to reject the Bid Documents of any Vendor who has previously failed to perform properly in any way or complete on time contracts of a similar nature; or a Bid Document from a Vendor who, investigation shows, is not in a position to perform the Contract; or Bid Documents from any person, firm, or corporation which is in arrears or in default to the County for any debt or contract.
2. Completed Bid Documents from Vendors debarred from doing business with the State of Maryland or the Federal Government will not be accepted.
3. In determining a Vendor's responsibility, the County may consider the following qualifications, in addition to price:
    a. Ability, capacity, and skill to provide the commodities or services required within the specified time, including future maintenance and service, and including current financial statement or other evidence of pecuniary resources and necessary facilities.
    b. Character, integrity, reputation, experience and efficiency.

c. Quality of past performance on previous or existing contracts, including a list of current and past contracts and other evidence of performance ability.
d. Previous and existing compliance with laws and ordinances relating to contracts with the County and to the Vendor's employment practices.
e. Evidence of adequate insurance to comply with Contract terms and conditions.
f. Statement of current work load and capacity to perform/provide the Goods and/or Services.
g. Explanation of methods to be used in fulfilling the Contract.
h. The Vendor, if requested, will be prepared to supply evidence of its qualifications, listed above, and its capacity to provide/perform the Goods and/or Services; such evidence to be supplied within a specified time and to the satisfaction of the County.

4. In determining a Vendor's responsiveness, the County will consider whether the Bid Document conforms in all material respects to the Bid Documents. The County reserves the right to waive any irregularities that may be in its best interest to do so.
5. The County will have the right to reject any and all Bid Documents, where applicable to accept in whole or in part, to add or delete quantities, to waive any informalities or irregularities in the Bid Document received, to reject a Bid Document not accompanied by required Bid security or other data required by the Bid Documents, and to accept or reject any Bid Document which deviates from specifications when in the best interest of the County. Irrespective of any of the foregoing, the County will have the right to award the Contract in its own best interests.

H. **QUALIFICATIONS**

1. The Vendor must be in compliance with the laws regarding conducting business in the State of Maryland.
   All Vendors shall provide a copy Certificate of Status from the Maryland Department of Assessments and Taxation, evidencing the Vendor is in good standing with the State of Maryland. See https://sdatcert1.resiusa.org/certificate_net/ for information on obtaining the Certificate of Status. *Certificates of status are not available for trade names, name reservations, government agencies, sole proprietorships, and some other accounts as these are not legal entities and thus are not required for these categories of Vendors*. For more information on the Certificate of Status please see http://www.dat.state.md.us/sdatweb/COSinfo.html .
2. Worcester County reserves the right, at its sole discretion, to extend the date this documentation must be provided. The Vendor's inability to provide this documentation could result in the bid being rejected.

I. **DESCRIPTIVE LITERATURE**

1. The proposed descriptive literature fully describing the product bid is what is intended to be included as the price. Failure to do so may be cause for rejection of the bid.
2. Any items, systems or devices supplied in this bid that are proprietary in nature relative to maintenance, repair, servicing or updating must be disclosed on the bid form.

J. **NOTICE TO VENDORS**

1. Before a Vendor submits the Bid Documents it will need to become fully informed as to the extent and character of the Goods and/or Services required and are expected to completely familiarize themselves with the requirements of this Bid Document's specifications. Failure to do so will not relieve the Vendor of the responsibility to fully perform in accordance therewith. No consideration will be granted for any alleged misunderstanding of the material to be furnished or

the Services to be performed, it being understood that the submission of a Bid Document is an agreement with all of the items and conditions referred to herein.

K. **GENERAL REQUIREMENTS**

1. The successful vendor must be licensed to perform work in the state of Maryland.

L. **PAYMENT**

1. The county will make payment(s) to the Successful Vendor within thirty (30) calendar days from the receipt of a proper invoice for approved and accepted work performed.
2. The vendor shall submit for review and approval a schedule of values for the project including work breakdown for material and labor billing based on percent complete.
3. Monthly invoices shall be submitted on AIA 702 application format.
4. A 5% retention will be applied to each invoice and held to completion of the contracted work including final punch list. A reduction in retention of to 2.5% may be considered by the owner when contracted work is substantially complete as certified by the architect.

M. **QUESTIONS**

1. The last day for questions is listed under Section I, Subsection C.2.

N. **AWARD**

1. The county intends to award to the lowest responsive and responsible vendor meeting the specifications.

O. **PIGGYBACKING**

1. Worcester County may authorize, upon request, any governmental entity (hereafter Authorized User) within the County to purchase items under the contract awarded pursuant to this bid solicitation.
2. All purchase orders issued against the contract by an authorized User shall be honored by the Successful Vendor in accordance with all terms and conditions of this contract.
3. The issuance of a purchase order by an Authorized User pursuant to this provision shall constitute an express assumption of all contractual obligations, covenants, conditions and terms of the contract. A breach of the contract by any particular Authorized User shall neither constitute nor be deemed a breach of the contract as a whole which shall remain in full force and effect, and shall not affect the validity of the contract nor the obligations of the Successful Vendor thereunder respecting the County.
4. The County specifically and expressly disclaims any and all liability for any breach by an Authorized User other than the County and agrees that such Authorized User and Successful Vendor guarantee to save the County, its officers, agents and employees harmless from any liability that may be or is imposed by the Authorized User's failure to perform in accordance with its obligations under the contract.

END OF SECTION

SECTION 1.2: GENERAL INFORMATION

A. **ECONOMY OF BID**

1. Bid Documents will be prepared simply and economically, providing straightforward and concise description of the Vendor's capabilities to satisfy the requirements of the Bid Documents. Emphasis should be on completeness and clarity of content. Elaborate brochures and other representations beyond that sufficient to present a complete and effective Bid Document are neither required nor desired.

B. **PUBLIC INFORMATION ACT (PIA)**

1. Worcester County is subject to the Maryland Public Information Act and may be required to release bid submissions in accordance with the Act.
2. Any materials the Vendor deems to be proprietary or copyrighted must be marked as such; however, the material may still be subject to analysis under the Maryland Public Information Act.
    a. The Vendor may invoke proprietary information or trade secret protection for submission of any data/material by (1) identifying the data/material in a written description, (2) clearly marking the data/material as proprietary, and (3) providing a written statement detailing the reasons why protection is necessary. The County reserves the right to ask for additional clarification prior to establishing protection.

C. **CONTRACT AWARD**

1. A written award by the County to the Successful Vendor in the form of a Purchase Order or other contract document will result in a binding Contract without further action by either party. If the Successful Vendor fails or refuses to sign and deliver the Contract and the required insurance documentation, the County will have the right to award to the next responsible and responsive Vendor. Contract will be executed by the Successful Vendor within fourteen calendar days of receipt of the Contract.
2. Bid Documents and Contracts issued by the County will bind the Vendor to applicable conditions and requirements herein set forth, unless otherwise specified in the Bid Documents, and are subject to all federal, state, and municipal laws, rules, regulations, and limitations.
3. County personal property taxes ("Taxes") must be on a current basis; if any such Taxes are delinquent, they must be paid before award of Contract. Failure to pay will result in the award of Contract to another Vendor.
4. The County reserves the right to engage in individual discussions and interviews with those Vendors deemed fully qualified, responsible, suitable and professionally competent to provide the required Goods and/or Services should the project size warrant it. Vendors will be encouraged to elaborate on their qualifications, performance data, and staff expertise.

D. **AUDIT**

1. The Successful Vendor agrees to retain all books, records, and other documents relative to the awarded Contract for five years after final payment, or until audited. The County, its authorized agents, and/or State auditors will have full access to and the right to examine any of said materials during said period.

E. **NONPERFORMANCE**

1. The County reserves the right to inspect all operations and to withhold payment for any goods not performed or not performed in accordance with the specifications in this Bid Document. Errors, omissions or mistakes in performance will be corrected at no cost to the County. Failure to do so

will be cause for withholding of payment for that Goods and/or Services. In addition, if deficiencies are not corrected in a timely manner, the County may characterize the Successful Vendor as uncooperative, which may jeopardize future project order solicitations.

F. **MODIFICATION OR WITHDRAWL OF BID**

1. A Bid Document may not be modified, withdrawn, or cancelled by the Vendor during the stipulated time period following the time and date designated for the receipt of Bid Documents, and each Vendor so agrees in submitting Bid Documents.

G. **DEFAULT**

1. The Contract may be cancelled or annulled by the County in whole or in part by written notice of default to the Successful Vendor upon non-performance, violation of Contract terms, delivery failure, bankruptcy or insolvency, any violation of state or local laws, or the making of an assignment for the benefit of creditors. An award may then be made to the next most highly rated Vendor, or when time is of the essence, similar commodities and/or service may be purchased on the open market. In either event, the defaulting Vendor (or his surety) will be liable to the County for cost to the County in excess of the defaulted Contract price.
2. If a representative or warranty of either Party to the Contract is false or misleading in any material respect, or if either Party breaches a material provision of the Contract ("Cause"), the non-breaching Party will give the other Party written notice of such cause. If such Cause is not remedied within fifteen calendar days ("Cure Period") after receipt of such notice, (unless, with respect to those Causes which cannot be reasonably corrected or remedied within the Cure Period, the breaching Party will have commenced to correct or remedy the same within such Cure Period and thereafter will proceed with all due diligence to correct or remedy the same), the Party giving notice will have the right to terminate this Contract upon the expiration of the Cure Period.

H. **COLLUSION/FINANCIAL BENEFIT**

1. The Vendor certifies that his/her Bid is made without any previous understanding, agreement, or connection with any person, firm, or corporation making a Bid Document for the same project; without prior knowledge of competitive prices; and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action.
2. Upon signing the Bid Document, Vendor certifies that no member of the governing body of the County, or members of his/her immediate family, including spouse, parents or children, or any other officer or employee of the County, or any member or employee of a Commission, Board, or Corporation controlled or appointed by the County Commissioners has received or has been promised, directly or indirectly, any financial benefit, related to this Bid Document and subsequent Contract.

I. **TAX EXEMPTION**

1. In buying products directly from a Vendor, Worcester County is exempt from being *directly* charged Federal excise and Maryland sales tax. A copy of an exemption certificate shall be furnished upon request.
2. According to the Office of the Comptroller of Maryland, a *Contractor is responsible for paying sales tax* on his/her purchases relating to any projects or services and should incorporate it into their bid.
3. Successful Vendors **cannot** use the County tax exemption to buy materials or products used on County projects.

J. **CONTRACT CHANGES**

1. No claims may be made by anyone that the scope of the project or that the Vendor's Goods and/or Services have been changed (requiring changes to the amount of compensation to the Vendor or other adjustments to the Contract) unless such changes or adjustments have been made by an approved written amendment (Change Order) to the Contract signed by the Chief Administrative Officer (and the County Commissioners, if required), prior to additional Goods and/or Services being initiated. Extra Goods and/or Services performed without prior, approved, written authority will be considered as unauthorized and at the expense of the Vendor. Payment will not be made by the County.
2. No oral conversations, agreements, discussions, or suggestions, which involve changes to the scope of the Contract, made by anyone including any County employee, will be honored or valid. No written agreements or changes to the scope of the Contract made by anyone other than the Procurement Officer (with the Chief Administrative Officer and/or County Commissioners approval, if required) will be honored or valid.
3. If any Change Order in the Goods and/or Services results in a reduction in the Goods and/or Services, the Vendor will neither have, nor assert any claim for, nor be entitled to any additional compensation for damages or for loss of anticipated profits on Goods and/or Services that are eliminated.

K. **ADDENDUM**

1. No oral statements of any person will modify or otherwise affect or interpret the meaning of the Contract specifications, or the terms, conditions, or other portions of the Contract. All modifications and every request for any interpretation must be addressed to Worcester County's Procurement Officer and to be given consideration, must be received no later than the last day for questions listed in Section I, Subsection C.2.
2. Any and all interpretations, corrections, revisions, and amendments will be issued by the Procurement Officer to all holders of Bid Documents in the form of written addenda. Vendors are cautioned that any oral statements made by any County employee that materially change any portion of the Bid Documents cannot be relied upon unless subsequently ratified by a formal written amendment to the Bid Document.
3. All addenda will be issued so as to be received at least five days prior to the time set for receipt of Bid Documents, and will become part of the Contract and will be acknowledged in the Bid Document form. Failure of any Vendor to receive any such addenda will not relieve said Vendor from any obligation under the Bid Document as submitted.
4. Vendors are cautioned to refrain from including in their Bid Document any substitutions which are not confirmed by written addenda. To find out whether the County intends to issue an amendment reflecting an oral statement made by any employee, contact Worcester County's Procurement Officer during normal business hours.
5. The Worcester County Procurement Officer reserves the right to postpone the Bid Document opening for any major changes occurring in the five-day interim which would otherwise necessitate an Addendum.
6. Successful Vendor will provide adequate labor to install phase of work in allotted time as shown on schedule provided with bid package.

L. **EXCEPTIONS/ SUBSTITUTIONS**

1. Any exceptions or substitutions to the specifications requested should be marked on the bid form and listed on a separate sheet of paper attached to the bid.

2. An exception to the specifications may disqualify the bid. The County will determine if the exception is an essential deviation or a minor item.
3. In the case of a minor deviation, the County maintains the option to award to that Vendor if it determines the performance is not adversely affected by the exception.

M. **APPROVED EQUALS**

1. In all specifications where a material or article is defined by describing a proprietary product or by using the name of a Vendor or manufacturer, it can be assumed that an approved equal can be substituted.
2. The use of a named product is an attempt to set a particular standard of quality and type that is familiar to the County. Such references are not intended to be restrictive.
3. However, the County shall decide if a product does in fact meet or exceed the quality of the specifications listed in the solicitation. It shall be the responsibility of the Vendor that claims his product is an equal to provide documentation to support such a claim.

N. **DELIVERY**

1. All items shall be delivered F.O.B. destination and delivery costs and charges included in the bid unless otherwise stated in the specifications or bid form.

O. **INSURANCE**

1. If required by the General Conditions or Terms and Conditions, the Successful Vendor shall provide the County with Certificates of Insurance within ten calendar days of bid award notification evidencing the required coverage.
2. Successful Vendor must provide Certificates of Insurance before commencing work in connection with the Contract.

P. **BID EVALUATION**

1. Bid tabulations will be posted on the County website at https://www.co.worcester.md.us/commissioners/bids. Click on the Expired Bids & Results tab and find the bid tabulation for the bid you are interested in. Bid tabulations will be posted as soon as reasonably possible after the Bid opening.

END OF SECTION

SECTION 1.3: GENERAL CONDITIONS

A. **DRAWINGS AND SPECIFICATIONS**

1. Should any detail be omitted from the drawings or specifications, or should any errors appear in either, it shall be the duty of the Successful Vendor to notify the County's designated construction inspector.
2. In no case shall the Successful Vendor proceed with the work without notifying and receiving definite instructions from the County. Work wrongly constructed without such notification shall be corrected by the Successful Vendor at his own cost.

B. **MATERIALS, SERVICES AND FACILITIES**

1. It is understood that, except as otherwise specifically stated in the Bid Documents, the Successful Vendor will provide and pay for all materials, labor, tools, equipment, water, light, power and transportation, supervision, temporary construction of any nature, and all other services and facilities of any nature whatsoever necessary to execute, complete, and deliver the Work within the specified time.
2. Materials and equipment will be so stored as to insure the preservation of their quality and fitness for the Work. Stored materials and equipment to be incorporated in the Work will be located so as to facilitate prompt inspection.
3. Manufactured articles, materials, and equipment will be applied, installed, connected, erected, used, cleaned and conditioned as directed by the manufacturer.
4. Materials, supplies and equipment will be in accordance with samples submitted by the Successful Vendor and approved by the County.

C. **INSPECTION AND TESTING**

1. All materials and equipment used in the construction of the Work will be subject to adequate inspection and testing in accordance with generally accepted standards, as required and defined in the Bid Documents.
2. The County or its representatives may, at any time, enter upon the work and the premises used by the Successful Vendor, and the Successful Vendor shall provide proper and safe facilities to secure convenient access to all parts of the work, and all other facilities necessary for inspection, as may be required.
3. The County will appoint such persons as deemed necessary to properly inspect the materials furnished or to be furnished, and the work done under the contract and to see that the same strictly corresponds with the drawings and specifications. All such materials and workmanship shall be subject to approval of the County. Approval or acceptance of payment shall not be misconstrued as approval of items or work not in conformance with specifications and drawings nor shall it prevent the rejection of said work or materials at any time thereafter during the existence of the contract, should said work or materials be found to be defective, or not in accordance with the requirements of the contract.
4. Work and material will be inspected promptly, but if for any reason should a delay occur, the Successful Vendor shall have no claim for damages or extra compensation.
5. The Successful Vendor shall pay for all inspection costs necessary to complete the work which may be incurred to comply with the requirements of any agency other than the County, such as a railroad, public service utility company, or any other governmental agency or any other agency whose jurisdiction affects the work in any manner unless otherwise specified herein.

D. **APPROVAL OF SUBSTITUTION OF MATERIALS**

1. Samples of materials shall be submitted by the Successful Vendor for approval before such materials are ordered from the manufacturers or distributors and shall be approved by the County before actual work is begun.
2. It is the intention of these specifications to permit all vendors bidding on this work to secure the fullest amount of competition on the various materials and specialties names herein. Wherever a material or article is defined by describing a proprietary product or by using the name of a vendor or manufacturer, the term or approved equal shall be presumed to be implied unless otherwise stated.

E. **PROTECTION OF WORK, PROPERTY AND PERSONS**

1. Successful Vendor will be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the Work. Successful Vendor will take all necessary precautions and programs in connection with the Work. Successful Vendor will take all necessary precautions for the safety of, and will provide the necessary protection to prevent damage, injury or loss to, all employees on the Work and other persons who may be affected thereby, all the Work and all materials or equipment to be incorporated therein, whether in storage on off the site, and other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation or replacement in the course of construction.
2. Successful Vendor will comply with all applicable laws, ordinances, rules, regulations and orders of any public body having jurisdiction. Successful Vendor will erect and maintain, as required by the conditions and progress of the Work, all necessary safeguards for safety and protection. Successful Vendor will notify owners of adjacent utilities when progress of the Work may affect them. The Successful Vendor will remedy all damage, injury or loss to any property caused, directly or indirectly, in whole or in part, by Successful Vendor, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them be liable.
3. In emergencies affecting the safety of persons or the Work or property at the site or adjacent thereto, the Successful Vendor, without special instruction or authorization from the County, will act to prevent threatened damage, injury or loss. Successful Vendor will give the County prompt Written Notice of any significant changes in the Work or deviations from the Bid Documents caused thereby, and a Change Order will thereupon be issued covering the changes and deviations involved.

F. **BARRICADES, DANGER, WARNING AND DETOUR SIGNS**

1. The Successful Vendor shall provide, erect and maintain all necessary barricades, sufficient red lights, flares, danger signals and signs, provide a sufficient number of watchmen and take all necessary precautions for the protection of the work and safety of the public.

G. **LICENSES AND PERMITS**

1. The Successful Vendor shall have all necessary licenses required to do the work and give all notices and obtain and pay all necessary permits required by local laws and regulations for building.
2. State and Federal permits (if applicable) to undertake work have been obtained by the County and accompany these specifications.

H. **SUPERVISION**

1. The Successful Vendor shall maintain, at all times during the progress of work, a competent and experienced supervisor who shall represent the Successful Vendor, and all directions given to him shall be binding. Important decisions regarding directions, if requested by the supervisor, shall be confirmed in writing.
2. Supervision by the County or its representative does not relieve the Successful Vendor of responsibility for defective work executed under the direct control of the Successful Vendor. Responsibility for defective work rests upon the Successful Vendor, whether discovered by the County prior to final payment or subsequent thereto.

I. **CLEAN UP**

1. Upon completion of the items within a given location as specified and before monthly estimates will be paid, the construction area and all other areas occupied by the Successful Vendor during the construction of said Contract shall be cleaned of all surplus and discarded materials, bracing, forms, rubbish and temporary structures that were placed there by the Successful Vendor.
2. Disposal of the aforementioned shall be the responsibility of the Successful Vendor.

J. **CHANGES IN WORK**

1. The County, without invalidating the contract, may order extra work or make changes by altering, adding or deducting from the work with the contract sum being adjusted accordingly.
2. All such work shall be executed under the conditions of the original contract, except that any claim for the extension of time caused thereby shall be adjusted at the time of ordering such change.
3. The value of any such extra work or change shall be determined in one or more of the following ways:
    a. By estimate and acceptance of lump sum.
    b. By unit prices named in the contract or subsequently agreed upon.

K. **TIME FOR COMPLETION**

1. The Work contemplated under this Contract shall be considered as continuous and be completed within the timeframe(s) stated in Section IV of this Bid Document.
2. The Successful Vendor will be allowed to work eight hours per day, Monday through Friday, except for holidays, fifty-two weeks per year.
3. The Successful Vendor will not be permitted to work on holidays observed by Worcester County or the State of Maryland or on Sundays unless otherwise authorized in writing.
4. In case of an emergency which may require that work be done on Saturdays, Sundays, and Holidays, the Successful Vendor shall request permission of the County to do so. If, in the opinion of the County, the emergency is bonafide, permission may be granted to the Successful Vendor to work such hours as may be determined are necessary by the County. Also, if in the opinion of the County a bonafide emergency exists, the Successful Vendor may be directed to work such hours as may be necessary whether or not the Successful Vendor requests permission to do so.
5. The Successful Vendor shall pay the County for all costs incurred for inspection services required for work permitted during holidays, weekends or in excess of eight hours per day.

L. **CORRECTION OF WORK**

1. The Successful Vendor will promptly remove from the premises all Work rejected by the County for failure to comply with the Bid Documents, whether incorporated in the construction or not, and the Successful Vendor will promptly replace and re-execute the Work in accordance with the

Bid Documents and without expense to the County and will bear the expense of making good all Work of other Vendors destroyed or damaged by such removal or replacement.

2. All removal and replacement Work will be done at the Successful Vendor's expense. If the Successful Vendor does not act to remove such rejected Work within ten days after receipt of Written Notice, the County may remove such Work and store the materials at the expense of the Successful Vendor.

M. **CONSTRUCTION SAFETY AND HEALTH STANDARDS**

1. It is a condition of this contract, and shall be made a condition of each sub-contract entered into pursuant to this contract, that the Successful Vendor and any sub-contractor shall not require any laborer or mechanic employed in performance of the contract to work in surroundings or under working conditions which are unsanitary, hazardous, or dangerous to his health or safety, as determined under construction safety and health standards (Title 29, Code of Federal Regulations, Part 1926, formerly Part 1518, as revised from time to time, promulgated by the United States Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standard Act.) (83 Stat. 96).
2. Failure of Worcester County to inform the Successful Vendor of safety violations will not release the Successful Vendor of his responsibilities.

N. **BID BOND**

1. Bid Documents must be accompanied by a Bid Bond if the Vendor's total Bid amount exceeds $100,000, payable to the County for five percent of the total amount of the bid. After the analysis of the Bid Documents the County will return Bid Bonds to all Vendors except the three lowest Responsive and Responsible Vendors. After execution of the Contract, and receipt, execution, and approval of the Successful Vendor's Payment and Performance bond, the Bid Bonds will be returned. A certified check may be used in lieu of a Bid Bond.
2. The County, at its discretion, may consider a Vendor in default if the Vendor fails to execute the Contract, in which the County will retain said Bid Bond.

O. **PERFORMANCE AND PAYMENT BONDS**

1. The Successful Vendor will be required to provide the County with a Performance Bond and Payment Bond if the total Contract amount exceeds $100,000, each in the amount of one hundred percent of the Contract Price, with a corporate surety approved by the County for the faithful performance of the Contract.
2. The Successful Vendor will within fourteen calendar days after the receipt of the Contract furnish the County with a Performance Bond and Payment Bond in penal sums equal to the amount of the Contract Price, conditioned upon the performance by the Successful Vendor of all undertakings, covenants, terms, conditions and agreements of the Bid Documents, and upon the prompt payment by the Successful Vendor to all persons supplying labor and materials in the prosecution of the Work provided by the Bid Document. Such Bonds will be executed by the Successful Vendor and corporate bonding company licensed to transact such business in the state in which the Work is to be performed and named on the current list of "Surety Companies Acceptable on Federal Bonds" as published in the Circular Number 570. The expense of these Bonds will be borne by the Successful Vendor. If at any time a surety on any such Bond is declared bankrupt or loses its right to do business in the State of Maryland or is removed from the list of surety companies accepted on federal bonds, Successful Vendor will within ten calendar days after notice from the County to do so, substitute an acceptable Bond(s) in such form and sum and signed by such other surety or sureties as may be satisfactory to the County.

P. **GUARANTEE**

1. The Successful Vendor shall furnish the County with a one-year guarantee of workmanship and materials, dating from time of acceptance of the project and shall make good any defects which may occur during that period.
2. If any special guarantees in excess of the one-year period are specified by the manufacturer, these guarantees shall take precedence over the one-year period guarantee.
3. Upon completion of work, and before final payment or release of retainage, the Successful Vendor shall submit, and obtain from each subcontractor, material supplier and equipment manufacture general warranties and a notarized asbestos free guarantee.

END OF SECTION

SECTION 1.4: REFERENCES

List three references for which the Vendor has provided Goods/Services similar to those requested in the Bid Document within the last 12-36 months. Include contact name, address, telephone number, email address and services provided.

Company Name:		Company Name:	
Type of Project:		Type of Project:	
Address:		Address:	
Town, State, Zip Code:		Town, State, Zip Code:	
Contact Person:		Contact Person:	
Telephone Number:		Telephone Number:	
Email:		Email:	
Date of Service:		Date of Service:	
Company Name:			
Type of Project:			
Address:			
Town, State, Zip Code:			
Contact Person:			
Telephone Number:			
Email:			
Date of Service:			

_____ _____

Sign for Identification Printed Name

SECTION 1.5: EXCEPTIONS

The undersigned hereby certifies that, except as listed below, or on separate sheets attached hereto, the enclosed Completed Bid Document covers all items as specified.

EXCEPTIONS:

(If none, write none) _____

How did you hear about this solicitation?

- ☐ Worcester County's Website
- ☐ eMaryland Marketplace Advantage (eMMA)
- ☐ Newspaper Advertisement
- ☐ Direct email
- ☐ Other _____

The vendor hereby acknowledges receipt of the following addenda.

Number	**Date**	**Initials**
_____	_____	_____
_____	_____	_____
_____	_____	_____

_____ _____

Sign for Identification Printed Name

SECTION 1.6: INDIVIDUAL PRINCIPAL

Vendor Name: _____

Signed By: _____In the presence of: _____

Address of Vendor: _____Town, State, Zip _____

Telephone No.: _____Fax: _____Email: _____

****

CO-PARTNERSHIP PRINCIPAL

Name of Co-Partnership: _____

Address: _____Town, State, Zip

_____

Telephone No.: _____Fax: _____

Signed By: _____In the presence of: _____
Partner Witness

Signed By: _____In the presence of: _____
Partner Witness

Signed By: _____In the presence of: _____
Partner Witness

****

CORPORATE PRINCIPAL

Name of Corporation: _____

Address: _____Town, State, Zip

_____

Telephone No.: _____Fax:

_____

Signed By: _____In the presence of: _____
President Witness

Attest: _____
Corporate Secretary

Affix Corporate Seal

SECTION 1.7: VENDOR'S AFFIDAVIT OF QUALIFICATION TO BID

I HEREBY AFFIRM THAT:

I, _____ am the _____
(Printed Name) (title)
and the duly authorized representative of the Vendor of
_____ whose address is
(name of corporation)
_____
_____

and that I possess the legal authority to make this affidavit on behalf of myself and the Vendor for which I am acting.

Except as described in paragraph 3 below, neither I nor the above Vendor, nor to the best of my knowledge and of its officers, directors or partners, or any of its employees directly involved in obtaining contracts with the State or any county, bi-county or multi-county agency, or subdivision of the State have been convicted of, or have pleaded nolo-contendere to a charge of, or have during the course of an official investigation or other proceeding admitted in writing or under oath acts or omissions which constitute, bribery, attempted bribery, or conspiracy to bribe under the provisions of Article 27 of the Annotated Code of Maryland or under the laws of any state or federal government (conduct prior to July 1, 1977 is not required to be reported).

(State "none" or, as appropriate, list any conviction, plea or admission described in paragraph 2 above, with the date, court, official or administrative body, the individuals involved and their position with the Vendor, and the sentence or disposition, if any.)

_____
_____
_____

I acknowledge that this affidavit is to be furnished to the County, I acknowledge that, if the representations set forth in this affidavit are not true and correct, the County may terminate any Contract awarded and take any other appropriate action. I further acknowledge that I am executing this affidavit in compliance with section 16D of Article 78A of the Annotated Code of Maryland, which provides that certain persons who have been convicted of or have admitted to bribery, attempted bribery or conspiracy to bribe may be disqualified, either by operation of law or after a hearing, from entering into contracts with the State or any of its agencies or subdivisions.

I do solemnly declare and affirm under the penalties of perjury that the contents of this affidavit are true and correct.

_____ _____
Sign for Identification Printed Name

SECTION 1.8: NON-COLLUSIVE AFFIDAVIT

_____being first duly sworn, deposes and says that:

1. He/she is the _____, (Owner, Partner, Officer, Representative or Agent) of _____, the Vendor that has submitted the attached Bid Documents;
2. He/she is fully informed respecting the preparation and contents of the attached Bid Document and of all pertinent circumstances respecting such Bid Documents;
3. Such Bid Document is genuine and is not a collusive or sham Bid Document;
4. Neither the said Vendor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Vendor, firm, or person to submit a collusive or sham Bid Document in connection with the Work for which the attached Bid Document has been submitted; or to refrain from bidding in connection with such Work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Vendor, firm, or person to fix the price or prices in the attached Bid Document or of any other Vendor, or to fix any overhead, profit, or cost elements on the Bid Document price or the Bid Document price of any other Vendor, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any disadvantage against (Recipient), or any person interested in the Work;
5. The price or prices quoted in the attached Bid Document are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Vendor or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

Signed, sealed and delivered in the presence of:

_____ By: _____

Witness Signature

_____ _____

Witness Printed Name

_____

Title

SECTION 1.9: EXHIBIT A

WORCESTER COUNTY MARYLAND
STANDARD TERMS AND CONDITIONS

The provisions below are applicable to all Worcester County ("County") contracts. These provisions are not a complete agreement. These provisions must be attached to an executed document that identifies the work to be performed, compensation, term, incorporated attachments, and any special conditions ("Contract"). If the Standard Terms and any other part of the Contract conflict, then the Standard Terms will prevail.

1. **Amendment**. Amendments to the Contract must be in writing and signed by the parties.
2. **Bankruptcy**. If a bankruptcy proceeding by or against the Contractor is filed, then:
    a. The Contractor must notify the County immediately; and
    b. The County may cancel the Contract or affirm the Contract and hold the Contractor responsible for damages.
3. **Compliance with Law.** Contractor must comply with all applicable federal, state, and local law. Contractor is qualified to do business in the State of Maryland. Contractor must obtain, at its expense, all licenses, permits, insurance, and governmental approvals needed to perform its obligations under the Contract.
4. **Contingent Fee Prohibition**. The Contractor has not directed anyone, other than its employee or agent, to solicit the Contract and it has not promised to pay anyone a commission, percentage, brokerage fee, contingent fee, or other consideration contingent on the making of the Contract.
5. **Counterparts and Signature**. The Contract may be executed in several counterparts, each of which may be an original and all of which will be the same instrument. The Contract may be signed in writing or by electronic signature, including by email. An electronic signature, a facsimile copy, or computer image of the Contract will have the same effect as an original signed copy.
6. **Exclusive Jurisdiction.** All legal proceedings related to this Contract must be exclusively filed, tried, and maintained in either the District Court of Maryland for Worcester County, Maryland or the Circuit Court of Worcester County, Maryland. The parties expressly waive any right to remove the matter to any other state or federal venue and waive any right to a jury trial.
7. **Force Majeure**. The parties are not responsible for delay or default caused by fire, riot, acts of God, County-declaration-of-emergency, or war beyond their reasonable control. The parties must make all reasonable efforts to eliminate a cause of delay or default and must, upon cessation, diligently pursue their obligations under the Contract.
8. **Governing Law**. The Contract is governed by the laws of Maryland and the County.
9. **Indemnification**. The Contractor must indemnify the County and its agents from all liability, penalties, costs, damages, or claims (including attorney's fees) resulting from personal injury, death, or damage to property that arises from or is connected to the performance of the work or failure to perform its obligations under the Contract. All indemnification provisions will survive the expiration or termination of the Contract.

10. **Independent Contractor**.

    a. Contractor is an "Independent Contractor", not an employee. Although the County may determine the delivery schedule for the work and evaluate the quality of the work, the County will not control the means or manner of the Contractor's performance.

    b. Contractor is responsible for all applicable taxes on any compensation paid under the Contract. Contractor is not eligible for any federal Social Security, unemployment insurance, or workers' compensation benefits under the Contract.

    c. Contractor must immediately provide the County notice of any claim made against Contractor by any third party.

11. **Insurance Requirements**.

    a. Contractor must have Commercial General Liability Insurance in the amounts listed below. The insurance must include coverage for personal injury, discrimination, and civil rights violation claims. All insurance must name County, its employees, and agents as "ADDITIONAL INSURED". A copy of the certificate of insurance must be filed with the County before the Contract is executed, providing coverage in the amount of $1,000,000 per occurrence, $2,000,000 general aggregate, and $500,000 for property damage.

    b. Contractor must have automobile insurance on all vehicles used in the Contract to protect Contractor against claims for damages resulting from bodily injury, including wrongful death, and property damage that may arise from the operations in connection with the Contract. All insurance must name County, its employees, and agents as "ADDITIONAL INSURED".

    c. Contractor must provide the County with a certification of Workers' Compensation Insurance, with employer's liability in the minimum amount required by Maryland law in effect for each year of the Contract.

    d. All insurance policies must have a minimum 30 days' notice of cancellation. The County must be notified immediately upon cancellation.

    e. When insurance coverage is renewed, Contractor must provide new certificates of insurance prior to expiration of current policies.

12. **Nondiscrimination**. Contractor must not discriminate against any worker, employee, or applicant because of religion, race, sex, age, sexual orientation, physical or mental disability, or perceived disability. This provision must be incorporated in all subcontracts related to the Contract.

13. **Ownership of Documents; Intellectual Property**.

    a. All documents prepared under the Contract must be available to the County upon request and will become the exclusive property of the County upon termination or completion of the services. The County may use the documents without restriction or without additional compensation to the Contractor. The County will be the owner of the documents for the purposes of copyright, patent, or trademark registration.

    b. If the Contractor obtains, uses, or subcontracts for any intellectual property, then it must provide an assignment to the County of ownership or use of the property.

    c. The Contractor must indemnify the County from all claims of infringement related to

the use of any patented design, device, materials, or process, or any trademark or copyright, and must indemnify the County, its officers, agents, and employees with respect to any claim, action, costs, or infringement, for royalties or user fees, arising out of purchase or use of materials, construction, supplies, equipment, or services covered by the Contract.

14. **Payments**. Payments to the Contractor under the Contract will be within 30 days of the County's receipt of a proper invoice from the Contractor. If an invoice remains unpaid 45 days after the invoice was received, interest will accrue at 6% per year.

15. **Records**. Contractor must maintain fiscal records relating to the Contract in accordance with generally accepted accounting principles. All other relevant records must be retained by Contractor and kept accessible for at least three years after final payment, termination of the Contract, or until the conclusion of any audit, controversy, or litigation related to the Contract. All subcontracts must comply with these provisions. County may access all records of the Contractor related to the Contract.

16. **Remedies**.

    a. **Corrections of errors and omissions**. Contractor must perform work necessary to correct errors and omissions in the services required under the Contract, without undue delays and cost to the County. The County's acceptance will not relieve the Contractor of the responsibility of subsequent corrections of errors.

    b. **Set-off**. The County may deduct from any amounts payable to the Contractor any back-charges, penalties, or damages sustained by the County, its agents, or employees caused by Contractor's breach. Contractor will not be relieved of liability for any costs caused by a failure to satisfactorily perform the services.

    c. **Cumulative**. These remedies are cumulative and without waiver of any others.

17. **Responsibility of Contractor**.

    a. The Contractor must perform the services with the standard of care, skill, and diligence normally provided by a Contractor in the performance of services similar the services.

    b. Notwithstanding any review, approval, acceptance, or payment for the services by the County, the Contractor will be responsible for the accuracy of any work, design, drawings, specifications, and materials furnished by the Contractor under the Contract.

    c. If the Contractor fails to conform with subparagraph (a) above, then it must, if required by the County, perform at its own expense any service necessary for the correction of any deficiencies or damages resulting from the Contractor's failure. This obligation is in addition to any other remedy available to the County.

18. **Severability/Waiver**. If a court finds any term of the Contract to be invalid, the validity of the remaining terms will not be affected. The failure of either party to enforce any term of the Contract is not a waiver by that party.

19. **Subcontracting or Assignment**. The Contractor may not subcontract or assign any part of the Contract without the prior written consent of the County. The County may withhold consent for any reason the County deems appropriate.

20. **Termination**. If the Contractor violates any provision of the Contract, the County may terminate the Contract by written notice. All finished or unfinished work provided by the Contractor will, at the County's option, become the County's property. The County will pay the Contractor fair compensation for satisfactory performance that occurred before termination less the amount of damages caused by the Contractor's breach. If the damages are more than the compensation payable to the Contractor, the Contractor will remain liable after termination and the County can affirmatively collect damages.

21. **Termination of Contract for Convenience**. Upon written notice, the County may terminate the Contract when the County determines termination is in the County's best interest. Termination for convenience is effective on the date specified in the County's written notice. The County will pay for reasonable costs allocable to the Contract for costs incurred by the Contractor up to the date of termination. But the Contractor will not be reimbursed for any anticipatory profits that have not been earned before termination.

22. **Termination of Multi-year Contract**. If funds are not available for any fiscal period of the Contract after the first fiscal period, then the Contract will be terminated automatically as of the beginning of unfunded fiscal period. Termination will discharge the Contractor and the County from future performance of the Contract, but not from their rights and obligations existing at the time of termination.

23. **Third Party Beneficiaries**. The County and Contractor are the only parties to the Contract and are the only parties entitled to enforce its terms. Nothing in the Contract gives any benefit or right to third persons unless individually identified by name and expressly described as intended beneficiaries of the Contract.

24. **Use of County Facilities**. Contractor may only County facilities that are needed to perform the Contract. County has no responsibility for the loss or damage to Contractor's personal property which may be stored on County property.

25. **Whole Contract**. The Contract, the Standard Terms, and attachments are the complete agreement between the parties and supersede all earlier agreements, proposals, or other communications between the parties relating to the subject matter of the Contract.

DOCUMENT 002113 - INSTRUCTIONS TO BIDDERS

1.1 INSTRUCTIONS TO BIDDERS

A. AIA Document A701, "Instructions to Bidders," is hereby incorporated into the Procurement and Contracting Requirements by reference.

1. A copy of AIA Document A701, "Instructions to Bidders," is bound in this Project Manual.

END OF DOCUMENT 002113

DOCUMENT 004116 - BID FORM - STIPULATED SUM

1.1 BID INFORMATION

A. Bidder: _____.

B. Project Name: Isle of Wight Facility Renovation .

C. Project Location:13070 St Martin's Neck Road, Bishopville, MD.

D. Owner: Worcester County Commissioners.

E. Architect: Davis Bowen & Friedel, Inc.

F. Architect Project Number: 0085B055.B01

1.2 CERTIFICATIONS AND BASE BID

A. Base Bid, Single-Prime (All Trades) Contract: The undersigned Bidder, having carefully examined the Procurement and Contracting Requirements, Conditions of the Contract, Drawings, Specifications, and all subsequent Addenda, as prepared by DBF and Architect's consultants, having visited the site, and being familiar with all conditions and requirements of the Work, hereby agrees to furnish all material, labor, equipment, and services, including all **Payment and Performance Bonds and Builders Risk Insurance**, necessary to complete the construction of the above-named Project, according to the requirements of the Procurement and Contracting Documents, for the stipulated sum of:

1. _____ Dollars ($_____).

1.3 BID GUARANTEE

A. The undersigned Bidder agrees to execute a contract for this Work in the above amount and to furnish surety as specified within 10 days after a written Notice of Award, if offered within 60 days after receipt of bids, and on failure to do so agrees to forfeit to Owner the attached cash, cashier's check, certified check, U.S. money order, or bid bond, as liquidated damages for such failure, in the following amount constituting five percent (5%) of the Base Bid amount above:

1. _____ Dollars ($_____).

B. In the event Owner does not offer a Notice of Award within the time limits stated above, Owner will return to the undersigned the cash, cashier's check, certified check, U.S. money order, or bid bond.

1.4 SUBCONTRACTORS AND SUPPLIERS

A. The County is acting as the General Contractor, and contracts are required from the following specific trades. If a contractor would like to combine trades under a single contract, the County would like pricing identified for each trade. Trades listed as follows:

1. Demolition: _____
2. Mechanical: _____
3. Electrical: _____
4. Plumbing: _____
5. Carpentry/Drywall: _____
6. Insulation: _____
7. Low Voltage (Fire, Security, Card Access, Cameras): _____
8. Painting: _____
9. Floor Covering: _____

1.5 TIME OF COMPLETION

A. Refer to the bid package information provided by the Owner.

1.6 ACKNOWLEDGEMENT OF ADDENDA

A. The undersigned Bidder acknowledges receipt of and use of the following Addenda in the preparation of this Bid:

1. Addendum No. 1, dated _____.
2. Addendum No. 2, dated _____.
3. Addendum No. 3, dated _____.

1.7 CONTRACTOR'S LICENSE

A. The undersigned further states that it is a duly licensed Contractor, for the type of work proposed, in Worcester County, Maryland and that all fees, permits, etc., pursuant to submitting this proposal have been paid in full.

1.8 SUBMISSION OF BID

A. Respectfully submitted this ____ day of _____, 2025.

B. Submitted By :_____(Name of bidding firm or corporation).

C. Authorized Signature :_____(Handwritten signature).

D. Signed By :_____(Type or print name).

E. Title :_____(Owner/Partner/President/Vice President).

F. Street Address: _____.

G. City, State, Zip: _____.

H. Phone: _____.

I. License No.:_____.

J. Federal ID No. :_____(Affix Corporate Seal Here).

END OF DOCUMENT 004116

DOCUMENT 004313 - BID SECURITY FORMS

1.1 BID FORM SUPPLEMENT

A. A completed bid bond form is required to be attached to the Bid Form.

1.2 BID BOND FORM

A. AIA Document A310, "Bid Bond," is the recommended form for a bid bond. A bid bond acceptable to Owner, or other bid security as described in the Instructions to Bidders, is required to be attached to the Bid Form as a supplement.

B. Copies of AIA standard forms may be obtained from The American Institute of Architects; www.aia.org/contractdocs/purchase/index.htm; email: docspurchases@aia.org; (800) 942-7732.

END OF DOCUMENT 004313

DOCUMENT 006000 - FORMS

1.1 FORM OF AGREEMENT AND GENERAL CONDITIONS

A. The following form of Owner/Contractor Agreement and form of the General Conditions shall be used for Project:

1. AIA Document A101, "Standard Form of Agreement between Owner and Contractor, Stipulated Sum."

a. The General Conditions for Project are AIA Document A201, "General Conditions of the Contract for Construction."

1.2 ADMINISTRATIVE FORMS

A. Administrative Forms: Additional administrative forms are specified in Division 01 General Requirements.

B. Copies of AIA standard forms may be obtained from the American Institute of Architects; http://www.aia.org/contractdocs/purchase/index.htm; docspurchases@aia.org; (800) 942-7732.

C. Preconstruction Forms:

1. Form of Performance Bond and Labor and Material Bond: AIA Document A312, "Performance Bond and Payment Bond."
2. Form of Certificate of Insurance: AIA Document G715, "Supplemental Attachment for ACORD Certificate of Insurance 25-S."

D. Information and Modification Forms:

1. Form for Requests for Information (RFIs): AIA Document G716, "Request for Information (RFI)."
2. Form of Request for Proposal: AIA Document G709, "Work Changes Proposal Request."
3. Change Order Form: AIA Document G701, "Change Order."
4. Form of Architect's Memorandum for Minor Changes in the Work: AIA Document G707, "Architect's Supplemental Instructions."
5. Form of Change Directive: AIA Document G714, "Construction Change Directive."

E. Payment Forms:

1. Schedule of Values Form: AIA Document G703, "Continuation Sheet."
2. Payment Application: AIA Document G702/703, "Application and Certificate for Payment and Continuation Sheet."
3. Form of Contractor's Affidavit: AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
4. Form of Affidavit of Release of Liens: AIA Document G706A, "Contractor's Affidavit of Payment of Release of Liens."
5. Form of Consent of Surety: AIA Document G707, "Consent of Surety to Final Payment."

END OF DOCUMENT 006000

SECTION 011000 – SUMMARY

PART 1 – GENERAL

1.1 PROJECT INFORMATION

A. Project Identification: Isle of Wight Facility Renovation

1. Project Location: 13070 St. Martin's Neck Road., Bishopville, MD

B. Owner: Worcester County Commissioners

C. Architect: Davis, Bowen & Friedel, Inc., 601 East Main Street, Salisbury, MD, Phone 410-543-9091.

D. Architect's Consultants: The Architect has retained the following design professionals who have prepared designated portions of the Contract Documents.

1. Allen & Shariff, LLC, 205 East Market Street, Salisbury, MD 21801

1.2 WORK COVERED BY CONTRACT DOCUMENTS

A. The Work of Project is defined by the Contract Documents and consists of the following:

1. Interior renovations of a 5,710 square foot office building including plumbing, mechanical, and electrical. Demolition and replacement including, but not limited to, flooring, doors and frames, toilet rooms, cabinetry, and ceilings. Limited partition demo and new partition construction. Concrete floor demolition and repair to accommodate 4 new ADA accessible toilets and breakdown plumbing.

B. Type of Contract

1. County will act as the General Contractor with contracts agreed to per trade as noted in Section 00 41 16.

1.3 WORK UNDER SEPARATE CONTRACTS

A. General: Cooperate fully with separate contractors so work on those contracts may be carried out smoothly, without interfering with or delaying work under this Contract or other contracts.

B. Concurrent Work: Owner will award separate contract(s) as noted in Section 00 41 16. Those operations will be conducted simultaneously.

1.4 ACCESS TO SITE

A. General: Contractor shall have full use of Project site for construction operations during construction period. Contractor's use of Project site is limited only by the Owner's right to perform work or to retain other contractors on portions of Project.

1.5 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 to normal business working hours of: 7:00am to 7:00pm, Monday through Friday, unless otherwise indicated.

1. Weekend Hours: Coordinate with Owner

2. Holidays: No work shall be carried out on the following holidays. If the Contractor wishes to work past 7:00pm, or on Sundays, or on Town Holidays, they may make a written request, which will be voted on by the Town Council.

New Year's Day	Tuesday, January 1, 2026
Martin Luther King's Day	Monday, January 19, 2026
Presidents Day	Monday, February 16, 2026
Good Friday	Friday, April 3, 2026
Memorial Day	Monday, May 25, 2026
Juneteenth	Friday, June 19, 2026
Independence Day	Friday, June 3, 2026
Labor Day	Monday, September 1, 2025
Columbus Day	Monday, October 13, 2025
Veteran's Day	Tuesday, November 11, 2025
Thanksgiving Day	Thursday, November 27, 2025
Christmas Day	Thursday, December 25, 2025

C. Controlled Substances: Use of tobacco products and other controlled substances on Project site is not permitted.

1.6 SPECIFICATION AND DRAWING CONVENTIONS

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

1. Imperative mood and streamlined language are generally used in 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 the Contractor unless specifically stated otherwise.

B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in Specifications.

C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products.:

1. Terminology: Materials and products are identified by the typical, generic terms used in the individual Specifications Sections.

2. Abbreviations: Materials and products are identified by abbreviations published as part of the U.S. National CAD Standard and scheduled on Drawings.

D. Scope of Work Per Trade

1. Demolition: In addition to DBF specifications and drawings, latest revision, remove the following:

a. Remove all insulation located above ATC (to include roof underside and exterior walls).
b. Remove all surface-mounted electrical devices/conduits including baseboard heaters and associated thermostats.
c. Remove all HVAC vents, returns, and associated ductwork back to unit.
d. Remove exhaust fans. Fan ductwork is to remain.
e. Remove all trim attached to drywall except window trim. All window trim is to remain.
f. Remove drop ceiling framing in Room 137 for tall file cabinet installation.
g. All debris removed and taken to onsite dumpster daily.
h. Area of disturbance should be broom swept at completion of the job.
i. Removal of slab has been deleted from Demolition Contractors' Scope of Work.
j. Time allotted for demolition process is 3 weeks.
k. Upon completion of demolition, site to be left broom swept.
l. Provide temporary lighting in your work area. Hallways will be lit by GC.
m. Provide fans for duct exhaust to outside. HVAC will be disabled.

2. Carpentry: In addition to DBF specifications and drawings, latest revision, including the following in your Scope of Work:

a. Furnish and install all required framing, drywall, doors, door hardware, and ATC for complete job.
b. Furnish and install bulkhead framing and drywall. It should be left finished and ready to paint in File Room 137 (not noted in plan).
c. Furnish and install cabinet, casework, pass through window, shelf (s), and outside window.
d. Furnish and install replacement window sash in Office 101.
e. Patch opening in wall between Office 101 and Room 112.
f. After drywall installation/finishing/sanding, door and frame installation, and before door hardware installation, allow 2 weeks for application of wall and door primer and 1 coat of paint. This should be before continuation of carpentry contract.
g. Furnish and install exterior door weatherstripping.
h. Furnish and install bathroom grab bars, mirrors, and baby changing station.
i. Install soap, hand towel, and toilet paper dispensers (supplied by WCM).
j. Kitchen counters laminate: Provide cut out for dop-in sink (solid surface top deleted).

k. Remove and replace new front door in kind, as shown in A/103 sec. C/105. Color to match existing, and electric strike prepped.
l. Provide temporary lighting in your work area, hallways will be lit by GC.
m. Time allotted for new framing, new drywall, and door frame installations is 3 weeks.
n. Furnish and install concrete patch at ramp (page A101/F19).

3. Mechanical: In addition to DBF specifications and drawings, latest revision, provide the following:

a. Rigid insulated duct to be installed after completion of insulation installation and inspection.
b. Time allotted for mechanical rough in phase is 3 weeks.
c. Provide adequate rigid duct for new exhaust fans if required.

4. Plumbing: In addition to DBF specifications and drawings, latest revision, provide the following:

a. Demolish and patch concrete as required for plumbing waste/vent per plans and specs. 4" concrete to be replaced at an elevation of 1/16-1/8" below adjacent existing surface.
b. Kitchen drop-in sinks to be on site upon installation of cabinetry.
c. Disable water supply to building with exception of at least one spigot during construction.
d. Time allotted for rough in 3 weeks.
e. Time allotted for trim in 1 week.

5. Electrical: In addition to DBF specifications and drawings, latest revision, provide the following:

a. Before demolition begins, provide the following:

i. De-energize all lighting circuits and provide temporary string of lights in hallways.
ii. De-energize all power where demolition occurs
iii. Leave remaining outlets energized for construction use, during trim phase outlets can be replaced per plans/specs.
iv. Include in rough-in: 120V outlet(s) for all lavatory fixtures (Sloan ETF 600).

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION 011000

SECTION 013233 - PHOTOGRAPHIC DOCUMENTATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for the following:

1. Preconstruction Digital Images.
2. Periodic construction Digital Images.

B. Related Requirements:

1. Section 017700 "Closeout Procedures" for submitting photographic documentation as Project Record Documents at Project closeout.

1.2 INFORMATIONAL SUBMITTALS

A. Key Plan: Submit key plan of Project site and building with notation of vantage points marked for location and direction of each image. Include same information as corresponding photographic documentation.

B. Digital Photographs: Submit unaltered, original, full-size image files within three days of taking images on a compact disk.

1. Digital Camera: Minimum sensor resolution of 4 megapixels.
2. Identification: Provide the following information with each image description in file metadata tag:

a. Name of Project.
b. Name and contact information for photographer.
c. Date photograph was taken.
d. Description of vantage point, indicating location, direction (by compass point).

PART 2 - EXECUTION

2.1 CONSTRUCTION PHOTOGRAPHS

A. General: Take Digital Images using the maximum range of depth of field, and that are in focus, to clearly show the Work. Photographs with blurry or out-of-focus areas will not be accepted.

1. Maintain key plan with each set of construction images that identifies each photographic location.

B. Digital Images: Submit digital images exactly as originally recorded in the digital camera, without alteration, manipulation, editing, or modifications using image-editing software.

1. Date and Time: Include date and time in file name for each image.
2. Field Office Images: Maintain one set of images accessible in the field office at Project site, available at all times for reference. Identify images in the same manner as those submitted to Architect.

C. Preconstruction Digital Images: Before commencement of demolition take photographs of Project site and surrounding properties, including existing items to remain during construction, from different vantage points, as directed by Architect.

1. Take 20 images to show existing conditions adjacent to property before starting the Work.
2. Take 20 images of existing building.

D. Periodic Construction Digital Images: Take 20 images monthly, coinciding with the cutoff date associated with each Application for Payment. Select vantage points to show status of construction and progress since last photographs were taken.

E. Final Completion Construction Digital Images: Take 20 images after date of Substantial Completion for submission as Project Record Documents.

END OF SECTION 013233

SECTION 013300 - SUBMITTAL PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

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

1.2 DEFINITIONS

A. Action Submittals: Written and graphic information and physical samples that require Architect's responsive action.

B. Informational Submittals: Written and graphic information and physical samples that do not require Architect's responsive action. Submittals may be rejected for not complying with requirements.

1.3 ACTION SUBMITTALS

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

1.4 SUBMITTAL ADMINISTRATIVE REQUIREMENTS

A. Architect's Digital Data Files: Should .dwg files or other AutoCad type formats be requested, whether by the Owner, Owner’s consultants, Contractor or other, the Architect at its sole discretion may enter into a utilization agreement with the recipient for the transmittal and use of such files, and will be entitled to reimbursement of $800 for the initial file and $400 for each thereafter. (A drawing sheet is considered a file.)

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

1. Coordinate each submittal with fabrication, purchasing, testing, delivery, other submittals, and related activities that require sequential activity.
2. Coordinate transmittal of different types of submittals for related parts of the Work so processing will not be delayed because of need to review submittals concurrently for coordination.

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

C. Processing Time: Allow time for submittal review, including time for resubmittals, as follows. Time for review shall commence on Architect's receipt of submittal. No extension of the Contract Time will be authorized because of failure to transmit submittals enough in advance of the Work to permit processing, including resubmittals.

1. Initial Review: Allow 15 days for initial review of each submittal. Allow additional time if coordination with subsequent submittals is required. Architect will advise Contractor when a submittal being processed must be delayed for coordination.
2. Intermediate Review: If intermediate submittal is necessary, process it in same manner as initial submittal.
3. Resubmittal Review: Allow 15 days for review of each resubmittal.

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 Architect.
4. Transmittal Form for Electronic Submittals: Use electronic form acceptable to Owner, containing the following information:

    a. Project name.
    b. Date.
    c. Name and address of Architect.
    d. Name of 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.
    q. Submittal and transmittal distribution record.
    r. Other necessary identification.
    s. Remarks.

E. Options: Identify options requiring selection by Architect.

F. Deviations: Identify deviations from the Contract Documents on submittals.

G. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.

1. Note date and content of previous submittal.
2. Note date and content of revision in label or title block and clearly indicate extent of revision.
3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.

H. 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.

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

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements:

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

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

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.

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. Submit Shop Drawings in the following format:

a. PDF electronic file.

D. Samples: Submit Samples for review of kind, color, pattern, and texture for a check of these characteristics with other elements and for a comparison of these characteristics between submittal and actual component as delivered and installed.

1. Transmit Samples that contain multiple, related components such as accessories together in one submittal package.
2. Identification: Attach label on unexposed side of Samples that includes the following:

a. Generic description of Sample.
b. Product name and name of manufacturer.
c. Sample source.
d. Number and title of applicable Specification Section.

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

6. Samples for Verification: Submit full-size units or Samples of size indicated, prepared from same material to be used for the Work, cured and finished in manner specified, and physically identical with material or product proposed for use, and that show full range of color and texture variations expected. Samples include, but are not limited to, the following: partial sections of manufactured or fabricated components; small cuts or containers of materials; complete units of repetitively used materials; swatches showing color, texture, and pattern; color range sets; and components used for independent testing and inspection.

a. Number of Samples: Submit two sets of Samples. Architect will retain one Sample sets; remainder will be returned.

1) If variation in color, pattern, texture, or other characteristic is inherent in material or product represented by a Sample, submit at least three sets of paired units that show approximate limits of variations.

E. Product Schedule: 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. Submit product schedule in the following format:

a. PDF electronic file.

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

G. Welding Certificates: Prepare written certification that welding procedures and personnel comply with requirements in the Contract Documents. Submit record of Welding Procedure Specification and Procedure Qualification Record on AWS forms. Include names of firms and personnel certified.

H. 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.

I. 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.

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

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

L. 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.

M. 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.

N. 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.

O. 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.

P. 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.

Q. 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.

R. 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 Architect.

B. Delegated-Design Services Certification: In addition to Shop Drawings, Product Data, and other required submittals, submit digitally signed PDF electronic file 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 Architect.

B. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 ARCHITECT'S ACTION

A. General: Architect will not review submittals that do not bear Contractor's approval stamp and will return them without action.

B. Action Submittals: Architect will review each submittal, make marks to indicate corrections or revisions required, and return it. Architect will stamp each submittal with an action stamp and will mark stamp appropriately to indicate action.

C. Informational Submittals: Architect will review each submittal and will not return it, or will return it if it does not comply with requirements. Architect will forward each submittal to appropriate party.

D. Incomplete submittals are unacceptable, will be considered nonresponsive, and will be returned for resubmittal without review.

E. Submittals not required by the Contract Documents may not be reviewed and may be discarded.

END OF SECTION 013300

SECTION 014000 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 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. 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.
2. Requirements for Contractor to provide quality-assurance and -control services required by Architect, Owner, Commissioning Authority, or authorities having jurisdiction are not limited by provisions of this Section.
3. Specific test and inspection requirements are not specified in this Section.

1.2 DEFINITIONS

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

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

C. Mockups: Full-size physical assemblies that are constructed on-site. Mockups are constructed to verify selections made under Sample submittals; to demonstrate aesthetic effects and, where indicated, qualities of materials and execution; to review coordination, testing, or operation; to show interface between dissimilar materials; and to demonstrate compliance with specified installation tolerances. Mockups are not Samples. Unless otherwise indicated, approved mockups establish the standard by which the Work will be judged.

1. Laboratory Mockups: Full-size physical assemblies constructed at testing facility to verify performance characteristics.

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.

1.3 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 Architect for a decision before proceeding.

B. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Architect for a decision before proceeding.

1.4 INFORMATIONAL SUBMITTALS

A. 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, or component listed in the designated seismic system quality-assurance plan prepared by Architect.

2. Main wind-force-resisting system or a wind-resisting component listed in the wind-force-resisting system quality-assurance plan prepared by Architect.

B. 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.

1.5 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 Field Reports: Prepare written information documenting tests and inspections specified in other Sections. Include the following:

1. Name, address, and telephone number of representative making report.
2. Statement on condition of substrates and their acceptability for installation of product.
3. Summary of installation procedures being followed, whether they comply with requirements and, if not, what corrective action was taken.
4. Results of operational and other tests and a statement of whether observed performance complies with requirements.
5. Other required items indicated in individual Specification Sections.

C. Permits, Licenses, and Certificates: For Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

1.6 QUALITY ASSURANCE

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

B. 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 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. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:

1. Contractor responsibilities include the following:

a. Provide test specimens representative of proposed products and construction.
b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
c. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.

d. When testing is complete, remove test specimens, assemblies, mockups; do not reuse products on Project.

2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.

J. Mockups: Before installing portions of the Work requiring mockups, build mockups for each form of construction and finish required to comply with the following requirements, using materials indicated for the completed Work:

1. Build mockups in location and of size indicated or, if not indicated, as directed by Architect.
2. Notify Architect seven days in advance of dates and times when mockups will be constructed.
3. Demonstrate the proposed range of aesthetic effects and workmanship.
4. Obtain Architects approval of mockups before starting work, fabrication, or construction.

a. Allow seven days for initial review and each re-review of each mockup.

5. Maintain mockups during construction in an undisturbed condition as a standard for judging the completed Work.
6. Demolish and remove mockups when directed unless otherwise indicated.

K. Laboratory Mockups: Comply with requirements of preconstruction testing and those specified in individual Specification Sections.

1.7 QUALITY CONTROL

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

1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
2. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor, and the Contract Sum will be adjusted by Change Order.

B. 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. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.

a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.

2. Notify testing agencies at least 24 hours in advance of time when Work that requires testing or inspecting will be performed.
3. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
4. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
5. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.

C. Manufacturer's Field Services: Where indicated, engage a manufacturer's representative to observe and inspect the Work. Manufacturer's representative's services include examination of substrates and conditions, verification of materials, inspection of completed portions of the Work, and submittal of written reports.

D. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.

E. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.

1. Notify Architect 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.

F. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:

1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.
3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
4. Facilities for storage and field curing of test samples.
5. Delivery of samples to testing agencies.
6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
7. Security and protection for samples and for testing and inspecting equipment at Project site.

G. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.

1. Schedule times for tests, inspections, obtaining samples, and similar activities.

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 Architect.
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 Architect's, Commissioning Authority's, reference during normal working hours.

3.2 REPAIR AND PROTECTION

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

1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas with durable seams that are as invisible as possible. Comply with the Contract Document requirements for cutting and patching in Section 017300 "Execution."

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

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

END OF SECTION 014000

SECTION 015000 - TEMPORARY FACILITIES AND CONTROLS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes requirements for temporary utilities, support facilities, and security and protection facilities.

1.2 USE CHARGES

A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum unless otherwise indicated. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Architect, testing agencies, and authorities having jurisdiction.

1.3 INFORMATIONAL SUBMITTALS

A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.

B. Erosion- and Sedimentation-Control Plan: Show compliance with requirements of EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.

C. Fire-Safety Program: Show compliance with requirements of NFPA 241 and authorities having jurisdiction. Indicate Contractor personnel responsible for management of fire prevention program.

1.4 QUALITY ASSURANCE

A. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

B. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.

C. Accessible Temporary Egress: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines.

1.5 PROJECT CONDITIONS

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

PART 2 - PRODUCTS

2.1 TEMPORARY FACILITIES

A. Field Offices, General: Prefabricated or mobile units with serviceable finishes, temperature controls, and foundations adequate for normal loading.

B. Common-Use Field Office: Of sufficient size to accommodate needs of Owner, Architect and construction personnel office activities and to accommodate Project meetings specified in other Division 01 Sections. Keep office clean and orderly.

C. Storage Sheds: Provide storage sheds sized, to store materials and/or equipment.

2.2 EQUIPMENT

A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.

B. HVAC Equipment: Unless Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.

1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
2. Heating Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.
3. Permanent HVAC System: If Owner authorizes use of permanent HVAC system for temporary use during construction, provide filter with MERV of **8** at each return-air grille in system and remove at end of construction and clean HVAC system as required in Section 017700 "Closeout Procedures".

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Locate facilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as required by progress of the Work.

1. Locate facilities to limit site disturbance as specified in Section 011000 "Summary."

B. Provide each facility ready for use when needed to avoid delay. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

C. Storage Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.

3.2 TEMPORARY UTILITY INSTALLATION

A. General: Install temporary service or connect to existing service.

1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

B. Sewers and Drainage: Provide temporary utilities to remove effluent lawfully.

C. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction.

D. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.

E. Heating: Provide temporary heating required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.

F. Ventilation and Humidity Control: 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.

G. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.

1. Install electric power service underground unless otherwise indicated.

H. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.

1. Install and operate temporary lighting that fulfills security and protection requirements without operating entire system.

I. Telephone Service:

1. Post a list of important telephone numbers inside the trailer.

a. Police and fire departments.
b. Ambulance service.
c. Contractor's home office.
d. Contractor's emergency after-hours telephone number.
e. Architect's office.
f. Engineers' offices.
g. Owner's office.
h. Principal subcontractors' field and home offices.

2. Provide superintendent with cellular telephone or portable two-way radio for use when away from field office.

3.3 SUPPORT FACILITIES INSTALLATION

A. General: Comply with the following:

1. Provide construction for temporary offices, shops, and sheds located within construction area or within 30 feet (9 m) of building lines that is noncombustible according to ASTM E 136. Comply with NFPA 241.
2. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.

B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate for construction operations. Locate temporary roads and paved areas as indicated on Drawings.

1. Provide dust-control treatment that is nonpolluting and nontracking. Reapply treatment as required to minimize dust.

C. Traffic Controls: Comply with requirements of authorities having jurisdiction.

D. Parking: Provide temporary parking areas for construction personnel.

E. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.

1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
2. Remove snow and ice as required to minimize accumulations.

F. Project Signs: Provide Project signs as indicated. Unauthorized signs are not permitted.

1. Identification Signs: Provide Project identification signs as indicated in the Specification Manuel Appendix. Location to be chosen during the Preconstruction Meeting.
2. Temporary Signs: Provide other signs as indicated and as required to inform public and individuals seeking entrance to Project.

    a. Provide temporary, directional signs for construction personnel and visitors.

3. Maintain and touchup signs so they are legible at all times.

G. Waste Disposal Facilities: Comply with requirements specified in Section 017419 "Construction Waste Management and Disposal."

H. Waste Disposal Facilities: Provide waste-collection containers in sizes adequate to handle waste from construction operations. Comply with requirements of authorities having jurisdiction. Comply with progress cleaning requirements in Section 017300 "Execution."

I. Lifts and Hoists: Provide facilities necessary for hoisting materials and personnel.

1. Truck cranes and similar devices used for hoisting materials are considered "tools and equipment" and not temporary facilities.

J. Temporary Stairs: Until permanent stairs are available, provide temporary stairs where ladders are not adequate.

K. Temporary Use of Permanent Stairs: Use of new stairs for construction traffic will be permitted, provided stairs are protected and finishes restored to new condition at time of Substantial Completion.

3.4 SECURITY AND PROTECTION FACILITIES INSTALLATION

A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.

B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.

C. Temporary Erosion and Sedimentation Control: Comply with requirements of 2003 EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent and requirements specified in Section 311000 "Site Clearing."

D. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to undisturbed areas and to adjacent properties and walkways, according to erosion- and sedimentation-control Drawings.

E. Stormwater Control: Comply with requirements of authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.

F. Tree and Plant Protection: Comply with requirements specified in Section 015639 "Temporary Tree and Plant Protection."

G. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals so Project will be free of pests and their residues at Substantial Completion. Perform control operations lawfully, using environmentally safe materials.

H. Security Enclosure and Lockup: Install temporary enclosure around partially completed areas of construction. Provide lockable entrances to prevent unauthorized entrance, vandalism, theft, and similar violations of security. Lock entrances at end of each work day.

I. Temporary Enclosures: Provide temporary enclosures for protection of construction, in progress and completed, from exposure, foul weather, other construction operations, and similar activities. Provide temporary weathertight enclosure for building exterior.

1. Where heating or cooling is needed and permanent enclosure is not complete, insulate temporary enclosures.

J. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241; manage fire prevention program.

1. Prohibit smoking in construction areas.
2. Supervise welding operations, combustion-type temporary heating units, and similar sources of fire ignition according to requirements of authorities having jurisdiction.
3. Develop and supervise an overall fire-prevention and -protection program for personnel at Project site. Review needs with local fire department and establish procedures to be followed. Instruct personnel in methods and procedures. Post warnings and information.

3.5 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 materials from water damage and keep porous and organic materials from coming into prolonged contact with concrete.

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. Discard or replace water-damaged and wet material.
4. Discard, replace, or clean stored or installed material that begins to grow mold.
5. 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. Remove materials that cannot be completely restored to their manufactured moisture level within 48 hours.

3.6 OPERATION, TERMINATION, AND REMOVAL

A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.

B. Maintenance: Maintain facilities in good operating condition until removal.

1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.

C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.

D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.

1. Materials and facilities that constitute temporary facilities are property of Contractor. Owner reserves right to take possession of Project identification signs.
2. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Section 017700 "Closeout Procedures."

END OF SECTION 015000

SECTION 016000 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 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 012500 "Substitution Procedures" for requests for substitutions.

1.2 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.

1.3 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. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within one week of receipt of a comparable product request. Architect will notify Contractor of approval or rejection of proposed comparable

product request within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.

a. Form of Approval: As specified in Section 013300 "Submittal Procedures."
b. Use product specified if Architect 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 013300 "Submittal Procedures." Show compliance with requirements.

1.4 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.

1.5 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 weathertight 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.

1.6 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. Refer to other Sections for specific content requirements and particular requirements for submitting special warranties.

C. Submittal Time: Comply with requirements in Section 017700 "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," Architect will make selection.
5. Descriptive, performance, and reference standard requirements in the Specifications establish salient characteristics of products.

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. Restricted List: Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
    b. 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. Restricted List: Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
    b. 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 Architect's sample", provide a product that complies with requirements and matches Architect's sample. Architect'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 Architect from manufacturer's full range" or similar phrase, select a product that complies with requirements. Architect 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: Architect will consider Contractor's request for comparable product when the following conditions are satisfied. If the following conditions are not satisfied, Architect 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 architects and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 016000

SECTION 017300 - EXECUTION

PART 1 - GENERAL

1.1 SUMMARY

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

1. Installation of the Work.
2. Cutting and patching.
3. Progress cleaning.
4. Starting and adjusting.
5. Protection of installed construction.
6. Correction of the Work.

B. Related Requirements:

1. Section 011000 "Summary" for limits on use of Project site.
2. 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.

1.2 INFORMATIONAL SUBMITTALS

A. Landfill Receipts: Submit copy of receipts issued by a landfill facility, licensed to accept hazardous materials, for hazardous waste disposal.

1.3 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 Architect of locations and details of cutting and await directions from Architect before proceeding. Shore, brace, and support structural element 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.

3. Other Construction Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity that results in reducing their capacity to perform as intended, or that result in increased maintenance or decreased operational life or safety.

4. 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 Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

1.4 MEETINGS

A. A pre-construction conference will be held prior to commencement of work for the purpose of resolving current questions and further orienting contractors to requirements of contract documents.

B. Job site meetings will be held once every 2 weeks by the Owner to insure all activities are coordinated properly, and to assist in staying on schedule. Status of submittals, changes, payments, schedules and other matters will be reviewed at each Progress Meeting. Contractor shall attend such meetings and shall require attendance of his subcontractors as necessary or requested by the Owner.

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.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework, investigate and verify the existence and location of underground utilities, mechanical and electrical systems, and other construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; underground electrical services, and other utilities.
2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.

B. 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.

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 local utility 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. Building Layout: Contractor is responsible for the building layout.

C. 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.

D. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.

E. 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 Architect.

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.

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. Tools and Equipment: Do not use tools or equipment that produce harmful noise levels.

G. 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.

H. 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 Architect.
2. Allow for building movement, including thermal expansion and contraction.
3. Coordinate installation of anchorages. Furnish setting drawings, templates, and directions for installing anchorages, including sleeves, concrete inserts, anchor bolts, and items with integral anchors, that are to be embedded in concrete or masonry. Deliver such items to Project site in time for installation.

I. 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.

J. 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. Temporary Support: Provide temporary support of work to be cut.

C. 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.

D. Adjacent Occupied Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

E. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.

1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots 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: 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. Proceed with patching after construction operations requiring cutting are complete.

F. 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.
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.
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.

G. 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 (27 deg C).
3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.

B. Site: Maintain Project site free of waste materials and debris.

C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.

1. Remove liquid spills promptly.
2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.

D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.

E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.

F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.

G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways.

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. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.

B. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.

C. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.

D. Manufacturer's Field Service: Comply with qualification requirements in Section 014000 "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.

3.9 SPECIAL PROCEDURES

A. Materials: As specified in product sections; match existing with new products and salvaged products for patching and extending work.

B. Employ skilled and experienced installer to perform alteration work.

C. Cut, move, or remove items as necessary for access to alterations and renovation Work. Replace and restore at completion.

D. Remove unsuitable material not marked for salvage, including rotted wood, corroded metals, and deteriorated masonry and concrete. Replace materials as specified for finished Work.

E. Remove debris and abandoned items from area and from concealed spaces.

F. Prepare surface and remove surface finishes to permit installation of new work and finishes.

G. Remove, cut, and patch Work in manner to minimize damage and to permit restoring products and finishes to original or specified condition.

H. Finish surfaces as specified in individual product sections.

END OF SECTION 017300

SECTION 017700 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 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.

1.2 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.

1.3 CLOSEOUT SUBMITTALS

A. Certificates of Release: From authorities having jurisdiction.

B. Certificate of Insurance: For continuing coverage.

C. Field Report: For pest control inspection.

1.4 MAINTENANCE MATERIAL SUBMITTALS

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

1.5 SUBSTANTIAL COMPLETION PROCEDURES

A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.

B. Submittals Prior to Substantial Completion: Complete the following a minimum of 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
3. Submit closeout submittals specified in individual Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
4. Submit maintenance material submittals specified in individual Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number 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 10 days prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.

1. Advise Owner of pending insurance changeover requirements.
2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
3. Complete startup and testing of systems and equipment.
4. Perform preventive maintenance on equipment used prior to Substantial Completion.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings.
6. Advise Owner of changeover in heat and other utilities.
7. Participate with Owner in conducting inspection and walkthrough with local emergency responders.
8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
9. Complete final cleaning requirements, 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, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.

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

1.6 FINAL COMPLETION PROCEDURES

A. Preliminary Procedures: 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 Architect's Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Architect. Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
4. Submit pest-control final inspection report and warranty.
5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems.

B. Inspection: Submit a written request for final inspection to determine acceptance. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

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

1.7 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.

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. Submit list of incomplete items in the following format:

a. PDF electronic file. Architect will return annotated copy.

1.8 SUBMITTAL OF PROJECT WARRANTIES

A. Time of Submittal: Submit written warranties on request of Architect for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, 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 the Project Manual.

1. 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.

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. Replace chipped or broken glass and other damaged transparent 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, elevator 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 light fixtures, lamps, globes, and reflectors to function with full efficiency.
p. Leave Project clean and ready for occupancy.

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 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 017700

SECTION 017823 - OPERATION AND MAINTENANCE DATA

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for preparing operation and maintenance manuals, including the following:

1. Operation and maintenance documentation directory.
2. Emergency manuals.
3. Operation manuals for systems, subsystems, and equipment.
4. Product maintenance manuals.
5. Systems and equipment maintenance manuals.

1.2 CLOSEOUT SUBMITTALS

A. Manual Content: Operations and maintenance manual content is specified in individual Specification Sections to be reviewed at the time of Section submittals. Submit reviewed manual content formatted and organized as required by this Section.

1. Architect will comment on whether content of operations and maintenance submittals are acceptable.
2. Where applicable, clarify and update reviewed manual content to correspond to revisions and field conditions.

A. Format: Submit operations and maintenance manuals in the following format:

1. PDF electronic file. Assemble each manual into a composite electronically indexed file. Submit on digital media acceptable to Architect.

a. Name each indexed document file in composite electronic index with applicable item name. Include a complete electronically linked operation and maintenance directory.
b. Enable inserted reviewer comments on draft submittals.

B. Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 10 days before commencing demonstration and training. Architect will return copy with comments.

1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within 10 days of receipt of Architect's comments and prior to commencing demonstration and training.

PART 2 - PRODUCTS

2.1 REQUIREMENTS FOR OPERATION, AND MAINTENANCE MANUALS

A. Directory: Prepare a single, comprehensive directory of emergency, operation, and maintenance data and materials, listing items and their location to facilitate ready access to desired information.

B. Organization: Unless otherwise indicated, organize each manual into a separate section for each system and subsystem, and a separate section for each piece of equipment not part of a system. Each manual shall contain the following materials, in the order listed:

1. Title page.
2. Table of contents.
3. Manual contents.

C. Title Page: Include the following information:

1. Subject matter included in manual.
2. Name and address of Project.
3. Name and address of Owner.
4. Date of submittal.
5. Name and contact information for Contractor.
6. Name and contact information for Architect.
7. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
8. Cross-reference to related systems in other operation and maintenance manuals.

D. Table of Contents: List each product included in manual, identified by product name, indexed to the content of the volume, and cross-referenced to Specification Section number in Project Manual.

E. Manual Contents: Organize into sets of manageable size. Arrange contents alphabetically by system, subsystem, and equipment. If possible, assemble instructions for subsystems, equipment, and components of one system into a single binder.

F. Manuals, Electronic Files: Submit manuals in the form of a multiple file composite electronic PDF file for each manual type required.

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

G. OPERATION MANUALS

H. Content: In addition to requirements in this Section, include operation data required in individual Specification Sections and the following information:

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

I. Descriptions: Include the following:

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

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

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

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

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

2.2 PRODUCT MAINTENANCE MANUALS

A. Content: Organize manual into a separate section for each product, material, and finish. Include source information, product information, maintenance procedures, repair materials and sources, and warranties and bonds, as described below.

B. Source Information: List each product included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.

C. Product Information: Include the following, as applicable:

1. Product name and model number.
2. Manufacturer's name.
3. Color, pattern, and texture.
4. Material and chemical composition.
5. Reordering information for specially manufactured products.

D. Maintenance Procedures: Include manufacturer's written recommendations and the following:

1. Inspection procedures.
2. Types of cleaning agents to be used and methods of cleaning.
3. List of cleaning agents and methods of cleaning detrimental to product.
4. Schedule for routine cleaning and maintenance.
5. Repair instructions.

E. Repair Materials and Sources: Include lists of materials and local sources of materials and related services.

F. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

2.3 SYSTEMS AND EQUIPMENT MAINTENANCE MANUALS

A. Content: For each system, subsystem, and piece of equipment not part of a system, include source information, manufacturers' maintenance documentation, maintenance procedures, maintenance and service schedules, spare parts list and source information, maintenance service contracts, and warranty and bond information, as described below.

B. Source Information: List each system, subsystem, and piece of equipment included in manual, identified by product name and arranged to match manual's table of contents. For each product, list name, address, and telephone number of Installer or supplier and maintenance service agent, and cross-reference Specification Section number and title in Project Manual.

C. Manufacturers' Maintenance Documentation: Manufacturers' maintenance documentation including the following information for each component part or piece of equipment:

1. Standard maintenance instructions and bulletins.

2. Drawings, diagrams, and instructions required for maintenance, including disassembly and component removal, replacement, and assembly.
3. Identification and nomenclature of parts and components.
4. List of items recommended to be stocked as spare parts.

D. Maintenance Procedures: Include the following information and items that detail essential maintenance procedures:

1. Test and inspection instructions.
2. Troubleshooting guide.
3. Precautions against improper maintenance.
4. Disassembly; component removal, repair, and replacement; and reassembly instructions.
5. Aligning, adjusting, and checking instructions.
6. Demonstration and training video recording, if available.

E. Maintenance and Service Schedules: Include service and lubrication requirements, list of required lubricants for equipment, and separate schedules for preventive and routine maintenance and service with standard time allotment.

F. Spare Parts List and Source Information: Include lists of replacement and repair parts, with parts identified and cross-referenced to manufacturers' maintenance documentation and local sources of maintenance materials and related services.

G. Maintenance Service Contracts: Include copies of maintenance agreements with name and telephone number of service agent.

H. Warranties and Bonds: Include copies of warranties and bonds and lists of circumstances and conditions that would affect validity of warranties or bonds.

PART 3 - EXECUTION

3.1 MANUAL PREPARATION

A. Emergency Manual: Assemble a complete set of emergency information indicating procedures for use by emergency personnel and by Owner's operating personnel for types of emergencies indicated.

B. Product Maintenance Manual: Assemble a complete set of maintenance data indicating care and maintenance of each product, material, and finish incorporated into the Work.

C. Operation and Maintenance Manuals: Assemble a complete set of operation and maintenance data indicating operation and maintenance of each system, subsystem, and piece of equipment not part of a system.

D. Manufacturers' Data: Where manuals contain manufacturers' standard printed data, include only sheets pertinent to product or component installed. Mark each sheet to identify each product or component incorporated into the Work. If data include more than one item in a tabular format, identify each item using appropriate references from the Contract Documents. Identify data applicable to the Work and delete references to information not applicable.

E. Drawings: Prepare drawings supplementing manufacturers' printed data to illustrate the relationship of component parts of equipment and systems and to illustrate control sequence and flow diagrams. Coordinate these drawings with information contained in record Drawings to ensure correct illustration of completed installation.

1. Do not use original project record documents as part of operation and maintenance manuals.

F. Comply with Section 017700 "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 017823

SECTION 017839 - PROJECT RECORD DOCUMENTS

PART 1 - GENERAL

1.1 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.

1.2 CLOSEOUT SUBMITTALS

A. Record Drawings: Comply with the following:

1. Number of Copies: Submit one set of marked-up record prints.

B. Record Specifications: Submit one paper copy of Project's Specifications, including addenda and contract modifications.

C. Record Product Data: Submit 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. Record data as soon as possible after obtaining it.
c. Record and check the markup before enclosing concealed installations.

2. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
3. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.

4. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

B. Format: Identify and date each record Drawing; include the designation "PROJECT RECORD DRAWING" in a prominent location.

1. Record Prints: Organize record prints and newly prepared record Drawings into manageable sets. Bind each set with durable paper cover sheets. Include identification on cover sheets.
2. Identification: As follows:

a. Project name.
b. Date.
c. Designation "PROJECT RECORD DRAWINGS."
d. Name of Architect.
e. Name of Contractor.

2.2 RECORD SPECIFICATIONS

A. Preparation: Mark Specifications to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Record the name of manufacturer, supplier, Installer, and other information necessary to provide a record of selections made.
4. Note related Change Orders, record Product Data, and record Drawings where applicable.

B. Format: Submit record Specifications as paper copy.

2.3 RECORD PRODUCT DATA

A. Preparation: Mark Product Data to indicate the actual product installation where installation varies substantially from that indicated in Product Data submittal.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders, record Specifications, and record Drawings where applicable.

B. Format: Submit record Product Data as annotated PDF electronic file.

2.4 MISCELLANEOUS RECORD SUBMITTALS

A. Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

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

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 Architect's reference during normal working hours.

END OF SECTION 017839

SECTION 017900 - DEMONSTRATION AND TRAINING

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes administrative and procedural requirements for instructing Owner's personnel, including the following:

1. Demonstration of operation of systems, subsystems, and equipment.
2. Training in operation and maintenance of systems, subsystems, and equipment.
3. Demonstration and training video recordings.

1.2 INFORMATIONAL SUBMITTALS

A. Instruction Program: Submit outline of instructional program for demonstration and training, including a list of training modules and a schedule of proposed dates, times, length of instruction time, and instructors' names for each training module. Include learning objective and outline for each training module.

1. Indicate proposed training modules using manufacturer-produced demonstration and training video recordings for systems, equipment, and products in lieu of video recording of live instructional module.

1.3 CLOSEOUT SUBMITTALS

A. Demonstration and Training Video Recordings: Submit two copies within seven days of end of each training module.

1. At completion of training, submit complete training manual(s) for Owner's use prepared and bound in format matching operation and maintenance manuals.

1.4 QUALITY ASSURANCE

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

B. Instructor Qualifications: A factory-authorized service representative, complying with requirements in Section 014000 "Quality Requirements," experienced in operation and maintenance procedures and training.

1.5 COORDINATION

A. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.

B. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals. Do not submit instruction program until operation and maintenance data has been reviewed and approved by Architect.

PART 2 - PRODUCTS

2.1 INSTRUCTION PROGRAM

A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.

B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:

1. Basis of System Design, Operational Requirements, and Criteria: Include the following:

   a. System, subsystem, and equipment descriptions.
   b. Performance and design criteria if Contractor is delegated design responsibility.
   c. Operating standards and characteristics.
   d. Regulatory requirements.
   e. Equipment function.
   f. Limiting conditions.
   g. Performance curves.

2. Documentation: Review the following items in detail:

   a. Emergency, operations, and maintenance manuals.
   b. Project record documents.
   c. Identification systems.
   d. Warranties and bonds.
   e. Maintenance service agreements and similar continuing commitments.

3. Emergencies: Include the following, as applicable:

   a. Instructions on meaning of warnings, trouble indications, error messages.
   b. Instructions on stopping.
   c. Shutdown instructions for each type of emergency.
   d. Operating instructions for conditions outside of normal operating limits.
   e. Sequences for electric or electronic systems.
   f. Special operating instructions and procedures.

4. Operations: Include the following, as applicable:

    a. Startup procedures.
    b. Equipment or system break-in procedures.
    c. Routine and normal operating instructions.
    d. Regulation, control and safety procedures.
    e. Control sequences.
    f. Instructions on stopping and normal shutdown.
    g. Operating procedures for emergencies.
    h. Operating procedures for system, subsystem, or equipment failure.
    i. Seasonal and weekend operating instructions.
    j. Required sequences for electric or electronic systems.
    k. Special operating instructions and procedures.

5. Adjustments: Include the following:

    a. Alignments.
    b. Checking adjustments.
    c. Noise and vibration adjustments.
    d. Economy and efficiency adjustments.

6. Troubleshooting: Include the following:

    a. Diagnostic instructions.
    b. Test and inspection procedures.

7. Maintenance: Include the following:

    a. Inspection procedures.
    b. Types of cleaning agents to be used and methods of cleaning.
    c. List of cleaning agents and methods of cleaning detrimental to product.
    d. Procedures for routine cleaning
    e. Procedures for preventive maintenance.
    f. Procedures for routine maintenance.
    g. Instruction on use of special tools.

8. Repairs: Include the following:

    a. Diagnosis and repair instructions.
    b. Disassembly; component removal, repair, and replacement; and reassembly instructions.
    c. Instructions for identifying parts and components.
    d. Review of spare parts needed for operation and maintenance.

PART 3 - EXECUTION

3.1 PREPARATION

A. Assemble educational materials necessary for instruction, including documentation and training module. Assemble training modules into a training manual organized in coordination with requirements in Section 017823 "Operation and Maintenance Data."

3.2 INSTRUCTION

A. Facilitator: Engage a qualified facilitator to prepare instruction program and training modules, to coordinate instructors, and to coordinate between Contractor and Owner for number of participants, instruction times, and location.

B. Engage qualified instructors to instruct Owner's personnel to adjust, operate, and maintain systems, subsystems, and equipment not part of a system.

1. Architect will furnish an instructor to describe basis of system design, operational requirements, criteria, and regulatory requirements.
2. Owner will furnish an instructor to describe Owner's operational philosophy.
3. Owner will furnish Contractor with names and positions of participants.

C. Scheduling: Provide instruction at mutually agreed on times. For equipment that requires seasonal operation, provide similar instruction at start of each season.

1. Schedule training with Owner, through Architect, with at least seven days' advance notice.

D. Training Location and Reference Material: Conduct training on-site in the completed and fully operational facility using the actual equipment in-place. Conduct training using final operation and maintenance data submittals.

E. Evaluation: At conclusion of each training module, assess and document each participant's mastery of module by use of a written and demonstration performance-based test.

3.3 DEMONSTRATION AND TRAINING VIDEO RECORDINGS

A. General: Engage a qualified commercial videographer to record demonstration and training video recordings. Record each training module separately. Include classroom instructions and demonstrations, board diagrams, and other visual aids, but not student practice.

1. At beginning of each training module, record each chart containing learning objective and lesson outline.

B. Narration: Describe scenes on video recording by audio narration by microphone while video recording is recorded. Include description of items being viewed.

END OF SECTION 017900

SECTION 024119 - SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 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.

1.2 MATERIALS OWNERSHIP

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

1.3 PREINSTALLATION MEETINGS

A. Pre-demolition Conference: Conduct conference at Project site.

1.4 INFORMATIONAL SUBMITTALS

A. Schedule of selective demolition activities with starting and ending dates for each activity.

B. Pre-demolition photographs or video.

C. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician.

1.5 CLOSEOUT SUBMITTALS

A. Inventory of items that have been removed and salvaged.

1.6 QUALITY ASSURANCE

A. Refrigerant Recovery Technician Qualifications: Certified by an EPA-approved certification program.

1.7 FIELD CONDITIONS

A. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.

1. Before selective demolition, Owner will remove the following items:

a. Furniture, Appliances, Fire Extinguishers and Cabinets, AED, Half Dome Mirrors

B. Notify Architect 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. If suspected hazardous materials are encountered, do not disturb; immediately notify Architect and Owner. Hazardous materials will be removed by Owner under a separate contract.

D. Storage or sale of removed items or materials on-site is not permitted.

E. Utility Service: Maintain existing utilities indicated to remain in service and protect them against damage during selective demolition operations.

1. Maintain fire-protection facilities in service during selective demolition operations.

PART 2 - PRODUCTS

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. Inventory and record the condition of items to be removed and salvaged.

a. KARDEX LEKTRIEVER Series 2000: Call (877)994-1433 for instructions on disassembling file unit to be relocated in the finished building.

3.2 PREPARATION

A. Refrigerant: Before starting demolition, remove refrigerant from mechanical equipment according to 40 CFR 82 and regulations of authorities having jurisdiction.

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. Arrange to shut off utilities with utility companies.
2. 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.
3. 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. Ducts to Be Removed: Remove portion of ducts indicated to be removed and plug remaining ducts with same or compatible ductwork material.
    e. 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 damage to facilities to remain.

B. Remove temporary barricades and protections where hazards no longer exist.

3.5 SELECTIVE DEMOLITION

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. 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.
2. Cut or drill from the exposed or finished side into concealed surfaces to avoid marring existing finished surfaces.
3. 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.

4. Maintain fire watch during and for at least 1 hour after flame-cutting operations.
5. 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, and streets.

C. Removed and Salvaged Items:

1. Clean salvaged items.
2. Pack or crate items after cleaning. Identify contents of containers.
3. Store items in a secure area until delivery to Owner.
4. Transport items to Owner's storage area designated by Owner.
5. Protect items from damage during transport and storage.

D. 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.

E. Existing Items to Remain: Protect construction indicated to remain against damage and soiling during selective demolition.

3.6 CLEANING

A. Remove demolition waste materials from Project site 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.

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

END OF SECTION 024119

SECTION 033053 - MISCELLANEOUS CAST-IN-PLACE CONCRETE

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes cast-in-place concrete, including reinforcement, concrete materials, mixture design, placement procedures, and finishes.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Design Mixtures: For each concrete mixture.

1.3 QUALITY ASSURANCE

A. Ready-Mix-Concrete Manufacturer Qualifications: A firm experienced in manufacturing ready-mixed concrete products and that complies with ASTM C 94/C 94M requirements for production facilities and equipment.

PART 2 - PRODUCTS

2.1 CONCRETE, GENERAL

A. Comply with ACI 301 (ACI 301M).

B. Comply with ACI 117 (ACI 117M).

2.2 STEEL REINFORCEMENT

A. Reinforcing Bars: ASTM A 615/A 615M, Grade 60 (Grade 420), deformed.

B. Plain-Steel Welded-Wire Reinforcement: ASTM A 1064/A 1064M, plain, fabricated from as-drawn steel wire into flat sheets.

2.3 CONCRETE MATERIALS

A. Cementitious Materials:

1. Portland Cement: ASTM C 150/C 150M, Type I/II.
2. Fly Ash: ASTM C 618, Class C or F.
3. Slag Cement: ASTM C 989/C 989M, Grade 100 or 120.

B. Normal-Weight Aggregate: ASTM C 33/C 33M, **3/4-inch (38-mm)** nominal maximum aggregate size.

C. Water: ASTM C 94/C 94M.

2.4 RELATED MATERIALS

A. Vapor Retarder: Plastic sheet, ASTM E 1745, Class A or B.

B. Vapor Retarder: Polyethylene sheet, ASTM D 4397, not less than 10 mils (0.25 mm) thick; or plastic sheet, ASTM E 1745, Class C.

C. Joint-Filler Strips: ASTM D 1751, asphalt-saturated cellulosic fiber, or ASTM D 1752, cork or self-expanding cork.

2.5 CURING MATERIALS

A. Evaporation Retarder: Waterborne, monomolecular film forming; manufactured for application to fresh concrete.

B. Absorptive Cover: AASHTO M 182, Class 3, burlap cloth or cotton mats.

C. Moisture-Retaining Cover: ASTM C 171, polyethylene film or white burlap-polyethylene sheet.

D. Water: Potable.

E. Clear, Waterborne, Membrane-Forming Curing Compound: ASTM C 309, Type 1, Class B.

2.6 CONCRETE MIXTURES

A. Normal-Weight Concrete:

1. Minimum Compressive Strength: **3000 psi (20.7 MPa)** at 28 days.
2. Maximum W/C Ratio: **0.50**.
3. Cementitious Materials: Use fly ash, pozzolan, slag cement, and silica fume as needed to reduce the total amount of portland cement, which would otherwise be used, by not less than 40 percent.

2.7 CONCRETE MIXING

A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94/C 94M, and furnish batch ticket information.

1. When air temperature is above 90 deg F (32 deg C), reduce mixing and delivery time to 60 minutes.

PART 3 - EXECUTION

3.1 EMBEDDED ITEM INSTALLATION

A. Place and secure anchorage devices and other embedded items required for adjoining work that is attached to or supported by cast-in-place concrete. Use setting drawings, templates, diagrams, instructions, and directions furnished with items to be embedded.

3.2 VAPOR-RETARDER INSTALLATION

A. Install, protect, and repair vapor retarders according to ASTM E 1643; place sheets in position with longest dimension parallel with direction of pour.

1. Lap joints 6 inches (150 mm) and seal with manufacturer's recommended adhesive or joint tape.

3.3 STEEL REINFORCEMENT INSTALLATION

A. Comply with CRSI's "Manual of Standard Practice" for fabricating, placing, and supporting reinforcement.

1. Do not cut or puncture vapor retarder. Repair damage and reseal vapor retarder before placing concrete.

3.4 JOINTS

A. General: Construct joints true to line with faces perpendicular to surface plane of concrete.

B. Contraction Joints in Slabs-on-Grade: Form weakened-plane contraction joints, sectioning concrete into areas as indicated. Construct contraction joints for a depth equal to at least **one-fourth** of concrete thickness, as follows:

C. Isolation Joints in Slabs-on-Grade: After removing formwork, install joint-filler strips at slab junctions with vertical surfaces, such as column pedestals, foundation walls, grade beams, and other locations, as indicated.

1. Extend joint-filler strips full width and depth of joint, terminating flush with finished concrete surface unless otherwise indicated.

3.5 CONCRETE PLACEMENT

A. Before test sampling and placing concrete, water may be added at Project site, subject to limitations of ACI 301 (ACI 301M).

B. Do not add water to concrete during delivery, at Project site, or during placement.

3.6 FINISHING UNFORMED SURFACES

A. General: Comply with ACI 302.1R for screeding, restraightening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.

B. Screed surfaces with a straightedge and strike off. Begin initial floating using bull floats or darbies to form a uniform and open-textured surface plane before excess moisture or bleedwater appears on surface.

1. Do not further disturb surfaces before starting finishing operations.

C. Trowel Finish: Apply a hard trowel finish to surfaces indicated and to floor and slab surfaces exposed to view or to be covered with resilient flooring, carpet, ceramic or quarry tile set over a cleavage membrane, paint, or another thin film-finish coating system.

3.7 CONCRETE PROTECTING AND CURING

A. General: Protect freshly placed concrete from premature drying and excessive cold or hot temperatures. Comply with ACI 306.1 for cold-weather protection and with ACI 301 (ACI 301M) for hot-weather protection during curing.

B. Evaporation Retarder: Apply evaporation retarder to concrete surfaces if hot, dry, or windy conditions cause moisture loss approaching 0.2 lb/sq. ft. x h (1 kg/sq. m x h) before and during finishing operations. Apply according to manufacturer's written instructions after placing, screeding, and bull floating or darbying concrete, but before float finishing.

C. Begin curing after finishing concrete but not before free water has disappeared from concrete surface.

D. Curing Methods: Cure formed and unformed concrete for at least seven days by one or a combination of the following methods:

1. Moisture Curing: Keep surfaces continuously moist for not less than seven days with the following materials:

a. Water.
b. Absorptive cover, water saturated, and kept continuously wet. Cover concrete surfaces and edges with 12-inch (300-mm) lap over adjacent absorptive covers.

2. Moisture-Retaining-Cover Curing: Cover concrete surfaces with moisture-retaining cover for curing concrete, placed in widest practicable width, with sides and ends lapped at least 12 inches (300 mm), and sealed by waterproof tape or adhesive. Cure for not less than seven days. Immediately repair any holes or tears during curing period, using cover material and waterproof tape.
3. Curing Compound: Apply uniformly in continuous operation by power spray or roller according to manufacturer's written instructions. Recoat areas subjected to heavy rainfall within three hours after initial application. Maintain continuity of coating and repair damage during curing period.
4. Curing and Sealing Compound: Apply uniformly to floors and slabs indicated in a continuous operation by power spray or roller according to manufacturer's written

instructions. Recoat areas subjected to heavy rainfall within three hours after initial application. Repeat process 24 hours later and apply a second coat. Maintain continuity of coating and repair damage during curing period.

3.8 FIELD QUALITY CONTROL

A. Testing Agency: Owner will engage a qualified testing agency to perform tests and inspections.

B. Tests: Perform according to ACI 301 (ACI 301M).

1. Testing Frequency: Obtain one composite sample for each day's pour of each concrete mixture exceeding 5 cu. yd. (4 cu. m), but less than 25 cu. yd. (19 cu. m), plus one set for each additional 50 cu. yd. (38 cu. m) or fraction thereof.
2. Testing Frequency: Obtain at least one composite sample for each 100 cu. yd. (76 cu. m) or fraction thereof of each concrete mixture placed each day.

END OF SECTION 033053

SECTION 040110 - MASONRY CLEANING

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes cleaning the following:

1. Unit masonry surfaces.

1.2 DEFINITIONS

A. Low-Pressure Spray: 100 to 400 psi (690 to 2750 kPa); 4 to 6 gpm (0.25 to 0.4 L/s).

1.3 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

1.4 ACTION SUBMITTALS

A. Product Data: For each type of product.

1.5 QUALITY ASSURANCE

A. Mockups: Test cleaning procedure on a discreet area to demonstrate aesthetic effects and to set quality standards for materials and execution.

1. Cleaning: Clean an area approximately 25 sq. ft. (2.3 sq. m) for each type of masonry and surface condition.

a. Test cleaners and methods on samples of adjacent materials for possible adverse reactions. Do not test cleaners and methods known to have deleterious effect.
b. Allow a waiting period of not less than seven days after completion of sample cleaning to permit a study of sample panels for negative reactions.

PART 2 - PRODUCTS

2.1 CLEANING MATERIALS

A. Water: Potable.

B. Nonacidic Liquid Cleaner: Manufacturer's standard mildly alkaline liquid cleaner formulated for removing mold, mildew, and other organic soiling from ordinary building materials, including polished stone, brick, aluminum, plastics, and wood.

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. American Building Restoration Products, Inc.
b. Cathedral Stone Products, Inc.
c. Diedrich Technologies, Inc.; a division of Sandell Construction Solutions.
d. Dumond Chemicals, Inc.
e. Hydroclean; Hydrochemical Techniques, Inc.
f. Price Research, Ltd.
g. PROSOCO, Inc.

2.2 CHEMICAL CLEANING SOLUTIONS

A. Dilute chemical cleaners with water to produce solutions not exceeding concentration recommended in writing by chemical-cleaner manufacturer.

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 paint removers and chemical cleaning 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 paint removers and chemical cleaners used unless products being used will not damage adjacent surfaces. Use protective materials that are waterproof and UV resistant. Apply masking agents according to manufacturer's written instructions. Do not apply liquid strippable masking agent to painted or porous surfaces. When no longer needed, promptly remove masking to prevent adhesive staining.

3.2 CLEANING MASONRY, GENERAL

A. Cleaning Appearance Standard: Cleaned surfaces are to have a uniform appearance as viewed from 20 feet (6 m) away by Architect.

B. Proceed with cleaning in an orderly manner; work from top to bottom of each scaffold width and from one end of each elevation to the other. Ensure that dirty residues and rinse water do not wash over dry, cleaned surfaces.

C. Use only those cleaning methods indicated for each masonry material and location.

1. Brushes: Do not use wire brushes or brushes that are not resistant to chemical cleaner being used.
2. Spray Equipment: Use spray equipment that provides controlled application at volume and pressure indicated, measured at nozzle. Adjust pressure and volume to ensure that cleaning methods do not damage surfaces, including joints.

    a. Equip units with pressure gages.
    b. For chemical-cleaner spray application, use low-pressure tank or chemical pump suitable for chemical cleaner indicated, equipped with nozzle having a cone-shaped spray.
    c. For water-spray application, use fan-shaped spray that disperses water at an angle of 25 to 50 degrees.

D. Perform each cleaning method indicated in a manner that results in uniform coverage of all surfaces, including corners, moldings, and interstices, and that produces an even effect without streaking or damaging masonry surfaces. Keep wall wet below area being cleaned to prevent streaking from runoff.

E. Perform additional general cleaning, paint and stain removal, and spot cleaning of small areas that are noticeably different when viewed according to the "Cleaning Appearance Standard" Paragraph, so that cleaned surfaces blend smoothly into surrounding areas.

F. Water-Spray Application Method: Unless otherwise indicated, hold spray nozzle at least 6 inches (150 mm) from masonry surface and apply water in horizontal back-and-forth sweeping motion, overlapping previous strokes to produce uniform coverage.

G. Chemical-Cleaner Application Methods: Apply chemical cleaners to masonry surfaces according to chemical-cleaner manufacturer's written instructions; use brush or spray application. Do not spray apply at pressures exceeding 50 psi (345 kPa). Do not allow chemicals to remain on surface for periods longer than those indicated or recommended in writing by manufacturer.

H. Rinse off chemical residue and soil by working upward from bottom to top of each treated area at each stage or scaffold setting. Periodically during each rinse, test pH of rinse water running off of cleaned area to determine that chemical cleaner is completely removed.

1. Apply neutralizing agent and repeat rinse if necessary to produce tested pH of between 6.7 and 7.5.

3.3 PRELIMINARY CLEANING

A. Removing Plant Growth: Completely remove visible plant, moss, and shrub growth from masonry surfaces. Carefully remove plants, creepers, and vegetation by cutting at roots and allowing remaining growth to dry as long as possible before removal. Remove loose soil and plant debris from open joints to whatever depth they occur.

B. Preliminary Cleaning: Before beginning general cleaning, remove extraneous substances that are resistant to planned cleaning methods. Extraneous substances include paint, calking, asphalt, and tar.

1. Carefully remove heavy accumulations of rigid materials from masonry surface with sharp chisel. Do not scratch or chip masonry surface.

3.4 CLEANING MASONRY

A. Nonacidic Liquid Chemical Cleaning:

1. Wet surface with cold water applied by low-pressure spray.
2. Apply cleaner to surface in two applications by brush or low-pressure spray.
3. Let cleaner remain on surface for period recommended in writing by chemical-cleaner manufacturer or established by mockup.
4. Rinse with cold water applied by low-pressure spray to remove chemicals and soil.
5. Repeat cleaning procedure above where required to produce cleaning effect established by mockup. Do not repeat more than once. If additional cleaning is required, use steam cleaning.

END OF SECTION 040110

SECTION 061000 - ROUGH CARPENTRY

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Framing with dimension lumber.
2. Wood blocking.
3. Wood furring.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of process and factory-fabricated product.

1.3 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.

B. Evaluation Reports: For the following, from ICC-ES:

1. Wood-preservative-treated wood.
2. Shear panels.
3. Power-driven fasteners.
4. Post-installed anchors.
5. Metal framing anchors.

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. Dress lumber, S4S, unless otherwise indicated.

B. Maximum Moisture Content of Lumber: 19 percent unless otherwise indicated.

2.2 WOOD-PRESERVATIVE-TREATED LUMBER

A. Preservative Treatment by Pressure Process: AWPA U1; 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.

D. Application: Treat items indicated on Drawings, and the following:

1. Wood cants, nailers, curbs, blocking and similar members in connection with roofing, flashing, vapor barriers, and waterproofing.
2. Wood sills, sleepers, blocking, furring and similar concealed members in contact with exterior masonry.
3. Wood floor plates that are installed over concrete slabs-on-grade.

2.3 DIMENSION LUMBER FRAMING

A. Framing Other Than Non-Load-Bearing Partitions: No. 2 grade.

1. Application: Framing other than interior partitions.
2. Species:

a. Hem-fir (north); NLGA.
b. Southern pine; SPIB.
c. Douglas fir-larch; WCLIB or WWPA.
d. Spruce-pine-fir; NLGA.
e. Douglas fir-south; WWPA.
f. Hem-fir; WCLIB or WWPA.
g. Douglas fir-larch (north); NLGA.
h. Spruce-pine-fir (south); NeLMA, WCLIB, or WWPA.

2.4 MISCELLANEOUS LUMBER

A. General: Provide miscellaneous lumber indicated and lumber for support or attachment of other construction, including the following:

1. Blocking.
2. Nailers.
3. Furring.

B. Dimension Lumber Items: Construction or No. 2 grade lumber of any species.

C. Concealed Boards: 19 percent maximum moisture content and the following species and grades:

1. Southern pine; No. 2 grade; SPIB.
2. Eastern softwoods; No. 2 Common grade; NeLMA.
3. Northern species; No. 2 Common grade; NLGA.

2.5 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 with hot-dip zinc coating complying with ASTM A 153/A 153M.

B. Power-Driven Fasteners: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC70.

C. Post-Installed Anchors: Fastener systems with an evaluation report acceptable to authorities having jurisdiction, based on ICC-ES AC193 as appropriate for the substrate.

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 furring, nailers, blocking, and similar supports to comply with requirements for attaching other construction.

D. Comply with AWPA M4 for applying field treatment to cut surfaces of preservative-treated lumber.

E. 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).
2. ICC-ES evaluation report for fastener.

3.2 PROTECTION

A. Protect rough carpentry from weather. If, despite protection, rough carpentry becomes wet or 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 071900 - WATER REPELLENTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes penetrating water-repellent treatments for the following vertical surfaces:

1. Clay brick masonry.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.

1.3 INFORMATIONAL SUBMITTALS

A. Product certificates.

1.4 QUALITY ASSURANCE

A. Preinstallation Conference: Conduct conference at Project site.

PART 2 - PRODUCTS

2.1 PENETRATING WATER REPELLENTS

A. Silane/Siloxane-Blend, Penetrating Water Repellent: Clear, silane and siloxane blend with 400 g/L or less of VOCs.
1. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following::

a. Advanced Chemical Technologies, Inc.; Sil-Act Dri-Treat.
b. Pecora Corporation; KlereSeal 920-W.

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates, areas, and conditions, with Applicator present, for compliance with requirements and conditions affecting performance of the Work.

1. Verify that surfaces are clean and dry according to water-repellent manufacturer's requirements. Check moisture content in representative locations by method recommended by manufacturer.

2. Inspect for previously applied treatments that may inhibit penetration or performance of water repellents.
3. Verify that there is no efflorescence or other removable residues that would be trapped beneath the application of water repellent.
4. Verify that required repairs are complete, cured, and dry before applying water repellent.

B. Test pH level according to water-repellent manufacturer's written instructions to ensure chemical bond to silica-containing or siliceous minerals.

3.2 PREPARATION

A. Cleaning: Before application of water repellent, clean substrate of substances that could impair penetration or performance of product according to water-repellent manufacturer's written instructions.

B. Coordination with Sealant Joints: Do not apply water repellent until sealants for joints adjacent to surfaces receiving water-repellent treatment have been installed and cured.

1. Water-repellent work may precede sealant application only if sealant adhesion and compatibility have been tested and verified using substrate, water repellent, and sealant materials identical to those required.

3.3 APPLICATION

A. Manufacturer's Field Service: Engage a factory-authorized service representative to inspect the substrate before application of water repellent and to instruct Applicator on the product and application method to be used.

B. Apply a heavy-saturation coating of water repellent, on surfaces indicated for treatment, using low-pressure spray to the point of saturation. Remove excess material; do not allow material to puddle beyond saturation. Comply with manufacturer's written instructions for application procedure unless otherwise indicated.

C. Apply a second saturation coating, repeating first application. Comply with manufacturer's written instructions for limitations on drying time between coats and after rainstorm wetting of surfaces between coats. Consult manufacturer's technical representative if written instructions are not applicable to Project conditions.

3.4 CLEANING

A. Immediately clean water repellent from adjoining surfaces and surfaces soiled or damaged by water-repellent application as work progresses. Correct damage to work of other trades caused by water-repellent application.

B. Comply with manufacturer's written cleaning instructions.

END OF SECTION 071900

SECTION 072100 - THERMAL INSULATION

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Glass-fiber blanket.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

1.3 INFORMATIONAL SUBMITTALS

A. Product test reports.

PART 2 - PRODUCTS

2.1 GLASS-FIBER BLANKET

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

1. CertainTeed Corporation.
2. Owens Corning.

B. Glass-Fiber Blanket, Reinforced-Foil-Faced, Glass-Fiber Blanket Insulation: ASTM C 665, Type III (reflective faced), Class A (faced surface with a flame-spread index of 25 or less); Category 1 (membrane is a vapor barrier), faced with foil scrim, foil-scrim kraft, or foil-scrim polyethylene.

2.2 ACCESSORIES

A. Insulation Anchors, Spindles, and Standoffs: As recommended by manufacturer.

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

A. Comply with insulation manufacturer's written instructions applicable to products and applications.

B. Install insulation that is undamaged, dry, and unsoiled and that has not been left exposed to ice, rain, or snow at any time.

C. Extend insulation to envelop entire area to be insulated. Fit tightly around obstructions and fill voids with insulation. Remove projections that interfere with placement.

D. Provide sizes to fit applications and selected from manufacturer's standard thicknesses, widths, and lengths. Apply single layer of insulation units unless multiple layers are otherwise shown or required to make up total thickness or to achieve R-value.

END OF SECTION 072100

SECTION 079200 - JOINT SEALANTS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Silicone joint sealant.
2. Latex joint sealant.

1.2 PRECONSTRUCTION TESTING

A. Preconstruction Field-Adhesion Testing: Before installing sealants, field test their adhesion to Project joint substrates. Test joint sealants according to Method A, Field-Applied Sealant Joint Hand Pull Tab, in Appendix X1 in ASTM C 1193 or Method A, Tail Procedure, in ASTM C 1521.

1.3 ACTION SUBMITTALS

A. Product Data: For each joint-sealant product indicated.

B. Samples: For each kind and color of joint sealant required.

C. Joint-Sealant Schedule: Include the following information:

1. Joint-sealant application, joint location, and designation.
2. Joint-sealant manufacturer and product name.
3. Joint-sealant formulation.
4. Joint-sealant color.

1.4 INFORMATIONAL SUBMITTALS

A. Product test reports.

B. Preconstruction compatibility and adhesion test reports.

C. Preconstruction field-adhesion test reports.

D. Field-adhesion test reports.

E. Warranties.

1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Qualified according to ASTM C 1021 to conduct the testing indicated.

1.6 WARRANTY

A. Special Installer's Warranty: Manufacturer's standard form in which Installer agrees to repair or replace joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.

1. Warranty Period: Two years from date of Substantial Completion.

B. Special Manufacturer's Warranty: Manufacturer's standard form in which joint-sealant manufacturer agrees to furnish joint sealants to repair or replace those that do not comply with performance and other requirements specified in this Section within specified warranty period.

1. Warranty Period: 10 years from date of Substantial Completion. Others

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

A. Liquid-Applied Joint Sealants: Comply with ASTM C 920 and other requirements indicated for each liquid-applied joint sealant specified, including those referencing ASTM C 920 classifications for type, grade, class, and uses related to exposure and joint substrates.

2.2 SILICONE JOINT SEALANTS

A. Silicone Joint Sealant ASTM C 920.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

a. BASF Building Systems.
b. Dow Corning Corporation.
c. GE Advanced Materials - Silicones.
d. May National Associates, Inc.
e. Pecora Corporation.
f. Polymeric Systems, Inc.
g. Schnee-Morehead, Inc.
h. Sika Corporation; Construction Products Division.
i. Tremco Incorporated.

2. Type: Single component (S).
3. Grade: Nonsag (NS).
4. Class: 50
5. Uses Related to Exposure: Nontraffic (NT)

2.3 LATEX JOINT SEALANTS

A. Latex Joint Sealant: Acrylic latex or siliconized acrylic latex, ASTM C 834, Type OP, Grade NF.

1. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

a. BASF Building Systems.
b. Bostik, Inc.
c. May National Associates, Inc.
d. Pecora Corporation.
e. Schnee-Morehead, Inc.
f. Tremco Incorporated.

2.4 JOINT SEALANT BACKING

A. Cylindrical Sealant Backings: ASTM C 1330, Type C (closed-cell material with a surface skin) Type O (open-cell material) Type B (bicellular material with a surface skin) or any of the preceding types, as approved in writing by joint-sealant manufacturer for joint application indicated, and of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.

B. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer.

2.5 MISCELLANEOUS MATERIALS

A. Primer: Material recommended by joint-sealant manufacturer where required for adhesion of sealant to joint substrates indicated, as determined from preconstruction joint-sealant-substrate tests and field tests.

B. Cleaners for Nonporous Surfaces: Chemical cleaners acceptable to manufacturers of sealants and sealant backing materials.

C. Masking Tape: Nonstaining, nonabsorbent material compatible with joint sealants and surfaces adjacent to joints.

PART 3 - EXECUTION

3.1 PREPARATION

A. Surface Cleaning of Joints: Clean out joints immediately before installing joint sealants to comply with joint-sealant manufacturer's written instructions.

1. Remove laitance and form-release agents from concrete.

2. Clean nonporous joint substrate surfaces with chemical cleaners or other means that do not stain, harm substrates, or leave residues capable of interfering with adhesion of joint sealants.

B. Joint Priming: Prime joint substrates where recommended by joint-sealant manufacturer or as indicated by preconstruction joint-sealant-substrate tests or prior experience. Apply primer to comply with joint-sealant manufacturer's written instructions. Confine primers to areas of joint-sealant bond; do not allow spillage or migration onto adjoining surfaces.

C. Masking Tape: Use masking tape where required to prevent contact of sealant or primer with adjoining surfaces that otherwise would be permanently stained or damaged by such contact or by cleaning methods required to remove sealant smears. Remove tape immediately after tooling without disturbing joint seal.

3.2 INSTALLATION

A. Sealant Installation Standard: Comply with recommendations in ASTM C 1193 for use of joint sealants as applicable to materials, applications, and conditions indicated.

B. Install sealant backings of kind indicated to support sealants during application and at position required to produce cross-sectional shapes and depths of installed sealants relative to joint widths that allow optimum sealant movement capability.

1. Do not leave gaps between ends of sealant backings.
2. Do not stretch, twist, puncture, or tear sealant backings.
3. Remove absorbent sealant backings that have become wet before sealant application and replace them with dry materials.

C. Install bond-breaker tape behind sealants where sealant backings are not used between sealants and backs of joints.

D. Install sealants using proven techniques that comply with the following and at the same time backings are installed:

1. Place sealants so they directly contact and fully wet joint substrates.
2. Completely fill recesses in each joint configuration.
3. Produce uniform, cross-sectional shapes and depths relative to joint widths that allow optimum sealant movement capability.

E. Tooling of Nonsag Sealants: Immediately after sealant application and before skinning or curing begins, tool sealants according to requirements specified in subparagraphs below to form smooth, uniform beads of configuration indicated; to eliminate air pockets; and to ensure contact and adhesion of sealant with sides of joint.

1. Remove excess sealant from surfaces adjacent to joints.
2. Use tooling agents that are approved in writing by sealant manufacturer and that do not discolor sealants or adjacent surfaces.
3. Provide concave joint profile per Figure 8A in ASTM C 1193, unless otherwise indicated.

F. Clean off excess sealant or sealant smears adjacent to joints as the Work progresses by methods and with cleaning materials approved in writing by manufacturers of joint sealants and of products in which joints occur.

3.3 JOINT-SEALANT SCHEDULE

A. Joint-Sealant Application: Interior joints in vertical surfaces and horizontal nontraffic surfaces.

1. Joint Locations:

a. Vertical joints on exposed surfaces of walls and partitions.
b. Perimeter joints between interior wall surfaces and frames of interior doors and windows

2. Joint Sealant: Latex.
3. Joint-Sealant Color: As indicated by manufacturer's designations

B. Joint-Sealant Application: Mildew-resistant interior joints in vertical surfaces and horizontal nontraffic surfaces.

1. Joint Sealant Location:

a. Joints between plumbing fixtures and adjoining walls, floors, and counters.
b. Tile control and expansion joints where indicated.

2. Joint Sealant: Silicone.
3. Joint-Sealant Color: As selected by Architect from manufacturer's full range of colors.

END OF SECTION 079200

SECTION 081113 - HOLLOW METAL DOORS AND FRAMES

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes hollow-metal work.

1.2 DEFINITIONS

A. Minimum Thickness: Minimum thickness of base metal without coatings according to NAAMM-HMMA 803 or SDI A250.8.

1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: Include elevations, door edge details, frame profiles, metal thicknesses, preparations for hardware, and other details.

C. Samples for Initial Selection: For units with factory-applied color finishes.

D. Samples for Verification: For each type of exposed finish required.

E. Schedule: Prepared by or under the supervision of supplier, using same reference numbers for details and openings as those on Drawings.

1.4 INFORMATIONAL SUBMITTALS

A. Product test reports.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

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

1. Amweld International, LLC.
2. Ceco Door Products; an Assa Abloy Group company.
3. Gensteel Doors Inc.
4. Greensteel Industries, Ltd.
5. North American Door Corp.
6. Steelcraft; an Ingersoll-Rand company.

2.2 REGULATORY REQUIREMENTS

A. Fire-Rated Assemblies: Complying with NFPA 80 and listed and labeled by a qualified testing agency acceptable to authorities having jurisdiction for fire-protection ratings and temperature-rise limits indicated, based on testing at positive pressure according to NFPA 252 or UL 10C.

1. Smoke- and Draft-Control Assemblies: Provide an assembly with gaskets listed and labeled for smoke and draft control by a qualified testing agency acceptable to authorities having jurisdiction, based on testing according to UL 1784 and installed in compliance with NFPA 105.

2.3 EXTERIOR HOLLOW-METAL DOORS AND FRAMES

A. Extra-Heavy-Duty Doors and Frames: SDI A250.8, Level 3.

1. Physical Performance: Level A according to SDI A250.4. and Design Pressure Rating of 40 Minimum.
2. Doors:

    a. Basis of Design: Ceco Imperial with QMAX Core
    b. Type: As indicated in the Door and Frame Schedule.
    c. Thickness: 1-3/4 inches (44.5 mm).
    d. Face: Metallic-coated steel sheet, minimum thickness of 0.053 inch (1.3 mm), with minimum A40 (ZF120) coating.
    e. Edge Construction: Model 1, Full Flush.
    f. Core: Manufacturer's standard insulation material.

3. Thermal-Rated Doors: Provide doors fabricated with thermal-resistance value (R-value) of not less than 2.7 deg F x h x sq. ft./Btu (0.370 K x sq. m/W) when tested according to ASTM C 1363.
4. Frames:

    a. Materials: Metallic-coated steel sheet, minimum thickness of 0.053 inch (1.3 mm), with minimum A40 (ZF120) coating.
    b. Construction: Full profile welded.
    c. Exposed Finish: Prime

2.4 BORROWED LITES

A. Materials: Metallic-coated steel sheet, minimum thickness of 0.053 inch (1.3 mm), with minimum A40 (ZF120) coating.

B. Construction: Full profile welded.

C. Exposed Finish: Prime

2.5 INTERIOR HOLLOW-METAL FRAMES

A. Existing Openings: Heavy-Duty Frames: SDI A250.8, Level 2.

1. Physical Performance: Level B according to SDI A250.4.

2. Frames:

   a. Materials: Uncoated, cold-rolled steel sheet, minimum thickness of 0.042 inch (1.0 mm).
   b. Construction: Slip-on Drywall.

3. Exposed Finish: Factory Primed.

B. Heavy-Duty Frames: SDI A250.8, Level 2.

1. Physical Performance: Level B according to SDI A250.4.

2. Frames:

   a. Materials: Uncoated, cold-rolled steel sheet, minimum thickness of 0.042 inch (1.0 mm).
   b. Construction: Face welded.

3. Exposed Finish: Factory Primed.

2.6 FRAME ANCHORS

A. Jamb Anchors:

1. Interior Existing Openings: Compression Type for Drywall Slip-on Frames: Adjustable compression anchors.

2. Interior Stud-Wall Type: Designed to engage stud, welded to back of frames; not less than 0.042 inch (1.0 mm) thick.

3. Exterior Openings: Post installed Expansion Type for In-Place Concrete or Masonry: Minimum 3/8-inch- (9.5-mm-) diameter bolts with expansion shields or inserts. Provide pipe spacer from frame to wall, with throat reinforcement plate, welded to frame at each anchor location.

B. Floor Anchors: Formed from same material as frames, minimum thickness of 0.042 inch (1.0 mm), and as follows:

1. Monolithic Concrete Slabs: Clip-type anchors, with two holes to receive fasteners.

2.7 GLAZING SYSTEMS

A. Glazing for sidelites and transoms: PPG Solarban 90 Heat-Treated Insulating-Glass Units: 3/4" Factory-assembled units consisting of sealed lites of 1/8” Fully Heat-Treated glass separated by a dehydrated interspace, qualified according to ASTM E 2190, and complying with other requirements specified.

B. Glazing for Doors: PPG Solarban 90 Heat-Treated Insulating-Glass Units: 3/4" Factory-assembled units consisting of sealed lites of 1/8” Fully Heat-Treated glass separated by a dehydrated interspace, qualified according to ASTM E 2190, and complying with other requirements specified.

C. Glazing Gaskets: Manufacturer's standard compression types; replaceable, molded or extruded, of profile and hardness required to maintain watertight seal.

D. Spacers and Setting Blocks: Manufacturer's standard elastomeric type.

2.8 MATERIALS

A. Recycled Content of Steel Products: Postconsumer recycled content plus one-half of preconsumer recycled content not less than 25 percent.

B. Cold-Rolled Steel Sheet: ASTM A 1008/A 1008M, Commercial Steel (CS), Type B; suitable for exposed applications.

C. Hot-Rolled Steel Sheet: ASTM A 1011/A 1011M, Commercial Steel (CS), Type B; free of scale, pitting, or surface defects; pickled and oiled.

D. Metallic-Coated Steel Sheet: ASTM A 653/A 653M, Commercial Steel (CS), Type B.

E. Frame Anchors: ASTM A 879/A 879M, Commercial Steel (CS), 04Z (12G) coating designation; mill phosphatized.

1. For anchors built into exterior walls, steel sheet complying with ASTM A 1008/A 1008M or ASTM A 1011/A 1011M, hot-dip galvanized according to ASTM A 153/A 153M, Class B.

F. Inserts, Bolts, and Fasteners: Hot-dip galvanized according to ASTM A 153/A 153M.

G. Power-Actuated Fasteners in Concrete: From corrosion-resistant materials.

2.9 FABRICATION

A. Fabricate hollow-metal work to be rigid and free of defects, warp, or buckle. Accurately form metal to required sizes and profiles, with minimum radius for metal thickness. Where practical, fit and assemble units in manufacturer's plant. To ensure proper assembly at Project site, clearly identify work that cannot be permanently factory assembled before shipment.

B. Hollow-Metal Frames: Where frames are fabricated in sections due to shipping or handling limitations, provide alignment plates or angles at each joint, fabricated of same thickness metal as frames.

1. Sidelite and Transom Bar Frames: Provide closed tubular members with no visible face seams or joints, fabricated from same material as door frame. Fasten members at crossings and to jambs by butt welding.
2. Provide countersunk, flat- or oval-head exposed screws and bolts for exposed fasteners unless otherwise indicated.

3. Floor Anchors: Weld anchors to bottoms of jambs with at least four spot welds per anchor; however, for slip-on drywall frames, provide anchor clips or countersunk holes at bottoms of jambs.
4. Jamb Anchors: Provide number and spacing of anchors as follows: Fire ratings may require additional anchors.
    a. Stud-Wall Type: Locate anchors not more than 18 inches (457 mm) from top and bottom of frame. Space anchors not more than 32 inches (813 mm) o.c. and as follows:
        1) Four anchors per jamb from 60 to 90 inches (1524 to 2286 mm) high.
5. Compression Type: Not less than two anchors in each frame.
6. Postinstalled Expansion Type: Locate anchors not more than 6 inches (152 mm) from top and bottom of frame. Space anchors not more than 26 inches (660 mm) o.c.
7. Door Silencers: Except on weather-stripped frames, drill stops to receive door silencers.
    a. Single-Door Frames: Drill stop in strike jamb to receive three door silencers.
    b. Double-Door Frames: Drill stop in head jamb to receive two door silencers.

C. Hardware Preparation: Factory prepare hollow-metal work to receive templated mortised hardware; include cutouts, reinforcement, mortising, drilling, and tapping according to SDI A250.6, the Door Hardware Schedule, and templates.
1. Reinforce doors and frames to receive nontemplated, mortised, and surface-mounted door hardware.
2. Comply with applicable requirements in SDI A250.6 and BHMA A156.115 for preparation of hollow-metal work for hardware.

D. Stops and Moldings: Provide stops and moldings around glazed lites and louvers where indicated. Form corners of stops and moldings with **mitered** hairline joints.
1. Single Glazed Lites: Provide fixed stops and moldings welded on secure side of hollow-metal work.
2. Multiple Glazed Lites: Provide fixed and removable stops and moldings so that each glazed lite is capable of being removed independently.
3. Provide fixed frame moldings on outside of exterior and on secure side of interior doors and frames.
4. Provide loose stops and moldings on inside of hollow-metal work.
5. Coordinate rabbet width between fixed and removable stops with glazing and installation types indicated.

2.10 STEEL FINISHES

A. Prime Finish: Clean, pretreat, and apply manufacturer's standard primer.
1. Shop Primer: SDI A250.10.

2.11 ACCESSORIES

A. Mullions and Transom Bars: Join to adjacent members by welding or rigid mechanical anchors.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Hollow-Metal Frames: Install hollow-metal frames of size and profile indicated. Comply with SDI A250.11 or NAAMM-HMMA 840 as required by standards specified.

1. Set frames accurately in position; plumbed, aligned, and braced securely until permanent anchors are set. After wall construction is complete, remove temporary braces, leaving surfaces smooth and undamaged.

a. At fire-rated openings, install frames according to NFPA 80.
b. Where frames are fabricated in sections because of shipping or handling limitations, field splice at approved locations by welding face joint continuously; grind, fill, dress, and make splice smooth, flush, and invisible on exposed faces.
c. Install frames with removable stops located on secure side of opening.
d. Remove temporary braces necessary for installation only after frames have been properly set and secured.
e. Check plumb, square, and twist of frames as walls are constructed. Shim as necessary to comply with installation tolerances.

2. Floor Anchors: Provide floor anchors for each jamb and mullion that extends to floor, and secure with postinstalled expansion anchors.

a. Floor anchors may be set with power-actuated fasteners instead of postinstalled expansion anchors if so indicated and approved on Shop Drawings.

3. In-Place Metal or Wood-Stud Partitions: Secure slip-on drywall frames in place according to manufacturer's written instructions.
4. Installation Tolerances: Adjust hollow-metal door frames for squareness, alignment, twist, and plumb to the following tolerances:

a. Squareness: Plus or minus 1/16 inch (1.6 mm), measured at door rabbet on a line 90 degrees from jamb perpendicular to frame head.
b. Alignment: Plus or minus 1/16 inch (1.6 mm), measured at jambs on a horizontal line parallel to plane of wall.
c. Twist: Plus or minus 1/16 inch (1.6 mm), measured at opposite face corners of jambs on parallel lines, and perpendicular to plane of wall.
d. Plumbness: Plus or minus 1/16 inch (1.6 mm), measured at jambs at floor.

B. Hollow-Metal Doors: Fit hollow-metal doors accurately in frames, within clearances specified below. Shim as necessary.

1. Non-Fire-Rated Steel Doors:

a. Between Door and Frame Jambs and Head: 1/8 inch (3.2 mm) plus or minus 1/32 inch (0.8 mm).
b. Between Edges of Pairs of Doors: 1/8 inch (3.2 mm) to 1/4 inch (6.3 mm) plus or minus 1/32 inch (0.8 mm).
c. At Bottom of Door: **3/4 inch (19.1 mm)** plus or minus 1/32 inch (0.8 mm).
d. Between Door Face and Stop: 1/16 inch (1.6 mm) to 1/8 inch (3.2 mm) plus or minus 1/32 inch (0.8 mm).

C. Comply with combined written instructions of manufacturers of glass, sealants, gaskets, and other glazing materials, unless more stringent requirements are indicated, including those in manufacturer referenced glazing publications.

1. Adjust glazing channel dimensions as required by Project conditions during installation to provide necessary bite on glass, minimum edge and face clearances, and adequate sealant thicknesses, with reasonable tolerances.

2. Protect glass edges from damage during handling and installation. Remove damaged glass from Project site and legally dispose of off Project site. Damaged glass is glass with edge damage or other imperfections that, when installed, could weaken glass and impair performance and appearance.

3. Apply primers to joint surfaces where required for adhesion of sealants, as determined by preconstruction testing.

4. Install setting blocks in sill rabbets, sized and located to comply with referenced glazing publications, unless otherwise required by glass manufacturer. Set blocks in thin course of compatible sealant suitable for heel bead.

5. Do not exceed edge pressures stipulated by glass manufacturers for installing glass lites.

6. Provide spacers for glass lites where length plus width is larger than 50 inches (1270 mm).

7. Provide edge blocking where indicated or needed to prevent glass lites from moving sideways in glazing channel, as recommended in writing by glass manufacturer and according to requirements in manufactures referenced glazing publications.

D. Entrance Doors: Install doors to produce smooth operation and tight fit at contact points.

1. Exterior Doors: Install to produce weathertight enclosure and tight fit at weather stripping.
2. Field-Installed Entrance Door Hardware: Install surface-mounted entrance door hardware according to entrance door hardware manufacturers' written instructions using concealed fasteners to greatest extent possible.

3.2

3.3 ADJUSTING AND CLEANING

A. Final Adjustments: Check and readjust operating hardware items immediately before final inspection. Leave work in complete and proper operating condition. Remove and replace defective work, including hollow-metal work that is warped, bowed, or otherwise unacceptable.

B. Remove grout and other bonding material from hollow-metal work immediately after installation.

C. Prime-Coat Touchup: Immediately after erection, sand smooth rusted or damaged areas of prime coat and apply touchup of compatible air-drying, rust-inhibitive primer.

D. Metallic-Coated Surface Touchup: Clean abraded areas and repair with galvanizing repair paint according to manufacturer's written instructions.

E. Touchup Painting: Cleaning and touchup painting of abraded areas of paint are specified in painting Sections.

END OF SECTION 081113

SECTION 081416 - FLUSH WOOD DOORS

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Solid-core doors with wood-veneer faces.
2. Factory finishing flush wood doors.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of door, include factory-finishing specifications.

B. Shop Drawings: Indicate location, size, and hand of each door; elevation of each kind of door; construction details not covered in Product Data; and the following:

1. Dimensions and locations of blocking.
2. Dimensions and locations of mortises and holes for hardware.
3. Dimensions and locations of cutouts.
4. Undercuts.
5. Requirements for veneer matching.
6. Doors to be factory finished and finish requirements.

C. Samples: For factory-finished doors.

1.3 INFORMATIONAL SUBMITTALS

A. Quality Standard Compliance Certificates: AWI Quality Certification Program certificates.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

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

1. Algoma Hardwoods, Inc.
2. Ampco.
3. Chappell Door Co.
4. Eggers Industries.
5. Mohawk Doors; a Masonite company.
6. Oshkosh Door Company.
7. VT Industries, Inc.

2.2 FLUSH WOOD DOORS, GENERAL

A. Quality Standard: In addition to requirements specified, comply with AWI's, AWMAC's, and WI's "Architectural Woodwork Standards

1. Provide AWI Quality Certification Labels indicating that doors comply with requirements of grades specified.

B. Low-Emitting Materials: Fabricate doors with adhesives and composite wood products that do not contain urea formaldehyde.

C. WDMA I.S.1-A Performance Grade:

1. Heavy Duty unless otherwise indicated.

D. Structural-Composite-Lumber-Core Doors:

1. Structural Composite Lumber: WDMA I.S.10.

a. Screw Withdrawal, Face: 700 lbf (3100 N).
b. Screw Withdrawal, Edge: 400 lbf (1780 N).

2.3 VENEER-FACED DOORS FOR TRANSPARENT FINISH

A. Interior Solid-Core Doors:

1. Grade: Premium, with Grade A faces
2. Species: White Birch.
3. Cut: Rotary Cut Whole
4. Match between Veneer Leaves: Book match.
5. Assembly of Veneer Leaves on Door Faces: Center-balance match.
6. Pair and Set Match: Provide for doors hung in same opening.
7. Core: Either glued wood stave or structural composite lumber.
8. Construction: Five plies, either bonded or non-bonded construction.

2.4 LIGHT FRAMES AND GLAZING

A. Wood-Veneered Beads for Light Openings in Fire-Rated Doors: Manufacturer's standard wood-veneered noncombustible beads matching veneer species of door faces and approved for use in doors of fire-protection rating indicated. Include concealed metal glazing clips where required for opening size and fire-protection rating indicated.

B. Glazing: Heat-Treated Float Glass: ASTM C 1048; Type I; Quality-Q3; Class I (clear) unless otherwise indicated; of kind and condition indicated. Thickness of glazing 1/4 inch (60mm).

2.5 FABRICATION

A. Factory fit doors to suit frame-opening sizes indicated. Comply with clearance requirements of referenced quality standard for fitting unless otherwise indicated.

B. Factory machine doors for hardware that is not surface applied.

C. Openings: Factory cut and trim openings through doors.

1. Light Openings: Trim openings with manufacturer’s standard wood moldings.
2. Glazing: Factory install glazing in doors.

2.6 FACTORY FINISHING

A. General: Comply with referenced quality standard for factory finishing. Complete fabrication, including fitting doors for openings and machining for hardware that is not surface applied, before finishing.

1. Finish faces, all four edges, edges of cutouts, and mortises. Stains and fillers may be omitted on top and bottom edges, edges of cutouts, and mortises.

B. Factory finish doors that are indicated to receive transparent finish.

C. Use only paints and coatings that comply with the testing and product requirements of the California Department of Health Services' "Standard Practice for the Testing of Volatile Organic Emissions from Various Sources Using Small-Scale Environmental Chambers."

D. Transparent Finish:

1. Grade: Premium.
2. Finish: AWI's, AWMAC's, and WI's "Architectural Woodwork Standards" System 5, conversion varnish
3. Staining: As selected by Architect from manufacturer's full range
4. Effect: Semifilled finish, produced by applying an additional finish coat to partially fill the wood pores.
5. Sheen: Semigloss.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Hardware: For installation, see Section 087100 "Door Hardware."

B. Installation Instructions: Install doors to comply with manufacturer's written instructions and referenced quality standard, and as indicated.

C. Job-Fitted Doors: Align and fit doors in frames with uniform clearances and bevels as indicated below; do not trim stiles and rails in excess of limits set by manufacturer or permitted for fire-rated doors. Machine doors for hardware. Seal edges of doors, edges of cutouts, and mortises after fitting and machining.

1. Clearances: Provide 1/8 inch (3.2 mm) at heads, jambs, and between pairs of doors. Provide 1/8 inch (3.2 mm) from bottom of door to top of decorative floor finish or

covering unless otherwise indicated. Where threshold is shown or scheduled, provide 1/4 inch (6.4 mm) from bottom of door to top of threshold unless otherwise indicated.

D. Factory-Finished Doors: Restore finish before installation if fitting or machining is required at Project site.

END OF SECTION 081416

SECTION 087100 - DOOR HARDWARE

PART 1 GENERAL

1.01 SECTION INCLUDES

A. Hardware for wood, aluminum, and hollow metal doors.

B. Hardware for fire-rated doors.

C. Electrically operated and controlled hardware.

D. Lock cylinders for doors with balance of hardware specified in other sections.

E. Thresholds.

F. Smoke and draft control seals.

G. Weatherstripping and gasketing.

1.02 RELATED REQUIREMENTS

A. Section 081113 - Hollow Metal Doors and Frames.

B. Section 081116 - Aluminum Doors and Frames.

C. Section 081213 - Hollow Metal Frames.

D. Section 081416 - Flush Wood Doors.

E. Section 281000 - Access Control: Electronic access control devices.

1.03 REFERENCE STANDARDS

A. ADA Standards - Americans with Disabilities Act (ADA) Standards for Accessible Design 2010.

B. BHMA A156.1 - Standard for Butts and Hinges 2021.

C. BHMA A156.2 - Bored and Preassembled Locks and Latches 2017.

D. BHMA A156.3 - Exit Devices 2020.

E. BHMA A156.4 - Door Controls - Closers 2019.

F. BHMA A156.8 - Door Controls - Overhead Stops and Holders 2021.

G. BHMA A156.13 - Mortise Locks & Latches Series 1000 2017.

H. BHMA A156.16 - Auxiliary Hardware 2018.

I. BHMA A156.18 - Materials and Finishes 2020.

J. BHMA A156.21 - Thresholds 2019.

K. BHMA A156.25 - Electrified Locking Devices 2018.

L. BHMA A156.26 - Standard for Continuous Hinges 2021.

M. BHMA A156.28 - Recommended Practices For Mechanical Keying Systems 2018.

N. BHMA A156.115 - Hardware Preparation In Steel Doors And Steel Frames 2016.

O. BHMA A156.115W - Hardware Preparation in Wood Doors with Wood or Steel Frames 2006.

P. DHI (H&S) - Sequence and Format for the Hardware Schedule 2019.

Q. DHI (KSN) - Keying Systems and Nomenclature 2019.

R. NFPA 70 - National Electrical Code Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

S. NFPA 80 - Standard for Fire Doors and Other Opening Protectives 2022.

T. NFPA 101 - Life Safety Code Most Recent Edition Adopted by Authority Having Jurisdiction, Including All Applicable Amendments and Supplements.

U. NFPA 105 - Standard for Smoke Door Assemblies and Other Opening Protectives 2022.

V. NFPA 252 - Standard Methods of Fire Tests of Door Assemblies 2022.

W. UL 10C - Standard for Positive Pressure Fire Tests of Door Assemblies Current Edition, Including All Revisions.

1.04 ADMINISTRATIVE REQUIREMENTS

A. Coordinate the manufacture, fabrication, and installation of products that door hardware is installed on.

B. Sequence installation to ensure facility services connections are achieved in an orderly and expeditious manner.

C. Preinstallation Meeting: Convene a preinstallation meeting four weeks prior to commencing work of this section; require attendance by affected installers and the following:
   1. Architect.
   2. Installer's Architectural Hardware Consultant (AHC).
   3. Hardware Installer.
   4. Owner's Security Consultant.

D. Furnish templates for door and frame preparation to manufacturers and fabricators of products requiring internal reinforcement for door hardware.

E. Keying Requirements Meeting: Arrange meeting with Owner, Architect and finish hardware supplier to determine keying requirements immediately upon receipt of finishing hardware schedule.

1.05 SUBMITTALS

A. See Section 013000 - Administrative Requirements for submittal procedures.

B. Product Data: Manufacturer's catalog literature for each type of hardware, marked to clearly show products to be furnished for this project, and includes construction details, material descriptions, finishes, and dimensions and profiles of individual components.

C. Shop Drawings - Door Hardware Schedule: A detailed listing that includes each item of hardware to be installed on each door.
   1. Prepared by or under supervision of Architectural Hardware Consultant (AHC).
   2. Comply with DHI (H&S) using door numbering scheme and hardware set numbers as indicated in Contract Documents.
      a. Submit in vertical format.
   3. List groups and suffixes in proper sequence.
   4. Include complete description for each door listed.
   5. Include manufacturer's and product names, and catalog numbers; include functions, types, styles, sizes and finishes of each item.
   6. Include account of abbreviations and symbols used in schedule.

D. Shop Drawings - Electrified Door Hardware: Include diagrams for power, signal, and control wiring for electrified door hardware that include details of interface with building safety and security systems. Provide elevations and diagrams for each electrified door opening as follows:

1. Prepared by or under supervision of Architectural Hardware Consultant (AHC) and Electrified Hardware Consultant (EHC).
2. Elevations: Include front and back elevations of each door opening showing electrified devices with connections installed and an operations narrative describing how opening operates from either side at any given time.
3. Diagrams: Include point-to-point wiring diagrams that show each device in door opening system with related colored wire connections to each device.

E. Manufacturer's Installation Instructions: Indicate special procedures and perimeter conditions requiring special attention.

F. Manufacturer's qualification statement.

G. Installer's qualification statement.

H. Supplier's qualification statement.

I. Maintenance Data: Include data on operating hardware, lubrication requirements, and inspection procedures related to preventative maintenance.
1. Include manufacturer's parts lists and templates.
2. Bitting List: List of combinations as furnished.

J. Keying Schedule:
1. Submit three (3) copies of Keying Schedule in compliance with requirements established during Keying Requirements Meeting unless otherwise indicated.

K. Warranty: Submit manufacturer's warranty and ensure that forms have been completed in Owner's name and registered with manufacturer.

L. Project Record Documents: Record actual locations of concealed equipment, services, and conduit.

M. Maintenance Materials and Tools: Furnish the following for Owner's use in maintenance of project.
1. See Section 016000 - Product Requirements, for additional provisions.
2. Tools: One set of each special wrench or tool applicable for each different or special hardware component, whether supplied by hardware component manufacturer or not.

1.06 QUALITY ASSURANCE

A. Standards for Fire-Rated Doors: Maintain one copy of each referenced standard on site, for use by Architect and Contractor.

B. Manufacturer Qualifications: Company specializing in manufacturing products specified in this section with minimum three years of documented experience.

C. Installer Qualifications: Company specializing in performing work of the type specified for commercial door hardware with at least three years of documented experience.

D. Supplier Qualifications: Company with certified Architectural Hardware Consultant (AHC) and Electrified Hardware Consultant (EHC) to assist in work of this section.

1.07 DELIVERY, STORAGE, AND HANDLING

A. Package hardware items individually; label and identify each package with door opening code to match door hardware schedule.

1.08 WARRANTY

A. See Section 017800 - Closeout Submittals for additional warranty requirements.

B. Manufacturer Warranty: Provide manufacturer warranty against defects in material and workmanship for period indicated, from Date of Substantial Completion. Complete forms in Owner's name and register with manufacturer.
   1. Closers: Ten years, minimum.
   2. Exit Devices: Five years, minimum.
   3. Locksets and Cylinders: Ten years, minimum.

PART 2 PRODUCTS

2.01 GENERAL REQUIREMENTS

A. Provide specified door hardware as required to make doors fully functional, compliant with applicable codes, and secure to extent indicated.

B. Provide individual items of single type, of same model, and by same manufacturer.

C. Locks: Provide a lock for each door, unless it's indicated that lock is not required.
   1. Lock Function: Provide lock and latch function numbers and descriptions of manufacturer's Series. As indicated in hardware sets.
   2. Trim: Provide lever handle or pull trim on outside of each lock, unless otherwise indicated.
   3. Strikes:
      a. Finish: To match lock or latch.
      b. Curved-Lip Strikes: Provide as standard, with extended lip to protect frame, unless otherwise indicated.
      c. Center Strike At Pairs of Doors:7/8 inch (22.2 mm) lip.

D. Closers:
   1. Provide door closer on each exterior door, unless otherwise indicated.
   2. Provide door closer on each fire-rated and smoke-rated door.
   3. Spring hinges are not an acceptable self-closing device, unless otherwise indicated.

E. Overhead Stops and Holders (Door Checks).
   1. Provide stop for every swinging door, unless otherwise indicated.
   2. Overhead Stop is not required if positive stop feature is specified for door closer; positive stop feature of door closer is not an acceptable substitute for a stop, unless otherwise indicated.
   3. Overhead stop is not required if a floor or wall stop has been specified for the door.

F. Drip Guards: Provide at head of outswinging exterior doors unless protected by roof or canopy directly overhead.

G. Thresholds:
   1. Exterior Applications: Provide at each exterior door, unless otherwise indicated.

H. Smoke and Draft Control Seals:
   1. Provide gasketing for smoke and draft control doors that complies with local codes, requirements of assemblies tested in accordance with UL 1784.

I. Weatherstripping and Gasketing:
   1. Provide weatherstripping on each exterior door at head, jambs, and meeting stiles of door pairs, unless otherwise indicated.
   2. Provide door bottom sweep on each exterior door, unless otherwise indicated.

J. Electrically Operated and/or Controlled Hardware: Provide necessary power supplies, power transfer hinges, relays, and interfaces as required for proper operation; provide

wiring between hardware and control components and to building power connection in compliance with NFPA 70.

K. See Section 281000 for additional access control system requirements.

L. Fasteners:
   1. Provide fasteners of proper type, size, quantity, and finish that comply with commercially recognized standards for proposed applications.
      a. Aluminum fasteners are not permitted.
      b. Provide phillips flat-head screws with heads finished to match door surface hardware unless otherwise indicated.
   2. Provide machine screws for attachment to reinforced hollow metal and aluminum frames.
      a. Self-drilling (Tek) type screws are not permitted.
   3. Provide stainless steel machine screws and lead expansion shields for concrete and masonry substrates.
   4. Provide wall grip inserts for hollow wall construction.
   5. Fire-Resistance-Rated Applications: Comply with NFPA 80.
      a. Provide wood or machine screws for hinges mortised to doors or frames, strike plates to frames, and closers to doors and frames.
      b. Provide steel through bolts for attachment of surface mounted closers, hinges, or exit devices to door panels unless proper door blocking is provided.

2.02 PERFORMANCE REQUIREMENTS

A. Provide door hardware products that comply with the following requirements:
   1. Applicable provisions of federal, state, and local codes.
      a. NFPA 101.
   2. Accessibility: ADA Standards and ICC A117.1.
   3. Fire-Resistance-Rated Doors: NFPA 80, listed and labeled by qualified testing agency for fire protection ratings indicated, based on testing at positive pressure in accordance with NFPA 252 or UL 10C.
   4. Hardware on Fire-Resistance-Rated Doors: Listed and classified by UL (DIR), ITS (DIR), or testing firm acceptable to authorities having jurisdiction as suitable for application indicated.
   5. Hardware for Smoke and Draft Control Doors: Provide door hardware that complies with local codes, and requirements of assemblies tested in accordance with UL 1784.
   6. Hardware Preparation for Steel Doors and Steel Frames: BHMA A156.115.
   7. Hardware Preparation for Wood Doors with Wood or Steel Frames: BHMA A156.115W.
   8. Products Requiring Electrical Connection: Listed and classified by UL (DIR) as suitable for the purpose specified.

2.03 HINGES

A. Manufacturers: Conventional butt hinges.
   1. BEST; dormakaba Group:
   2. Mckinney.
   3. Ives Hardware.

B. Properties:
   1. Butt Hinges: As applicable to each item specified.

a. Standard Weight Hinges: Minimum of two (2) permanently lubricated non-detachable bearings.
b. Heavy Weight Hinges: Minimum of four (4) permanently lubricated bearings on heavy weight hinges.
c. Template screw hole locations.
d. Bearings: Concealed fully hardened bearings.
e. UL 10C listed for fire-resistance-rated doors.

C. Sizes: See Door Hardware Schedule.
1. Hinge Widths: As required to clear surrounding trim.
2. Sufficient size to allow 180 degree swing of door.

D. Finishes: See Door Hardware Schedule.
1. Fully polish hinges; front, back, and barrel.

E. Grades:
1. Butt Hinges: Comply with BHMA A156.1 and BHMA A156.7 for templated hinges.
2. Comply with BHMA A156.18 Materials and Finishes.

F. Material: Base metal as indicated for each item by BHMA material and finish designation.

G. Types:
1. Butt Hinges: Include full mortise hinges.

H. Options: As applicable to each item specified.

I. Quantities:
1. Butt Hinges: Three (3) hinges per leaves up to 90 inches (2286 mm) in height. Add one (1) for each additional 30 inches (762 mm) in height or fraction thereof.
a. Hinge weight and size unless otherwise indicated in hardware sets:
1) For doors up to 36 inches (914 mm) wide and up to 1-3/4 inches (44.5 mm) thick provide hinges with a minimum thickness of 0.134 inch (3.4 mm) and a minimum of 4-1/2 inches (114 mm) in height.
2) For doors from 36 inches (914 mm) wide up to 42 inches (1067 mm) wide and up to 1-3/4 inches (44.5 mm) thick provide hinges with a minimum thickness of 0.145 inch (3.7 mm) and a minimum of 4-1/2 inches (114 mm) in height.
3) For doors from 42 inches (1067 mm) wide up to 48 inches (1219 mm) wide and up to 1-3/4 inches (44.5 mm) thick provide hinges with a minimum thickness of 0.180 inch (4.6 mm) and a minimum of 5 inches (127 mm) in height.
4) For doors greater than 1-3/4 inches (44.5 mm) thick provide hinges with a minimum thickness of 0.180 inch (4.6 mm) and a minimum of 5 inches (127 mm) in height.

J. Applications: At swinging doors.
1. Provide non-removable pins at out-swinging doors with locking hardware and all exterior doors.

K. Products:
1. Butt Hinges:
a. Ball Bearing, Five (5) Knuckle.

2.04 CONTINUOUS HINGES

A. Manufactures:

1. Best Access
2. Roton
3. Select Hardware

Geared Continuous Hinges: As applicable to each item specified.

1) Non-handed.
2) Anti-spinning through-fastener.
3) UL 10C listed for fire-resistance-rated doors.
   (a) Metal Door Installation: Rated up to 90 minutes.
   (b) Wood Door Installation: Rated up to 60 minutes.
4) Sufficient size to permit door to swing 180 degrees

B. Finishes: See Door Hardware Schedule.

2.05 BOLTS

A. Manufacturers:
   1. Burns.
   2. Hiawatha.
   3. Trimco.

B. Properties:
   1. Dustproof Strikes: For bolting into floor, provide except at metal thresholds.

C. Options:
   1. Extension Bolts: In leading edge of door, one bolt into floor, one bolt into top of frame.
   2. Lever extensions: Provide for top bolt at oversized doors.

2.06 EXIT DEVICES

A. Manufacturers:
   1. Precision Apex 2000 Series
   2. Corbin 5000 Series.

B. Properties:
   1. Actuation: Crossbar.
   2. Touchpads: 'T" style metal touchpads and rail assemblies with matching chassis covers end caps.
   3. Latch Bolts: Stainless steel deadlocking with 3/4 inch (19 mm) projection using latch bolt.
   4. Lever Design: Match project standard lockset trims.
   5. Cylinder: Include where cylinder dogging or locking trim is indicated.
   6. Strike as recommended by manufacturer for application indicated.
   7. Dogging:
      a. Non-Fire-Resistance-Rated Devices: Cylinder 1/4 inch (6 mm) hex key dogging.
      b. Fire-Resistance-Rated Devices: Manual dogging not permitted.
   8. Touch bar assembly on wide style exit devices to have a 1/4 inch (6.3 mm) clearance to allow for vision frames.
   9. All exposed exit device components to be of architectural metals and “true” architectural finishes.
   10. Handing: Field-reversible.
   11. Fasteners on Back Side of Device Channel: Concealed - exposed fasteners not allowed.
   12. Vertical Latch Assemblies' Operation: Gravity, without use of springs.

C. Grades: Complying with BHMA A156.3, Grade 1.
   1. Provide exit devices tested and certified by UL or by a recognized independent laboratory for mechanical operational testing to 10 million cycles minimum with inspection confirming Grade 1 Loaded Forces have been maintained.

D. Standards Compliance:
   1. UL Listed for Panic and Fire for Class II Circuitry.
   2. Provide UL (DIR) listed exit device assemblies for fire-resistance-rated doors.
   3. Comply with UL 10C.

E. Code Compliance: As required by authorities having jurisdiction in the State in which the Project is located.
   1. Listed by UL as a Controlled Exit Device (FULA) and Special Locking Arrangements (FWAX) category.

F. Options:
   1. Electrified Devices:
   2. Delayed Egress Devices: Manufacturer's standard for the application.
   3. Internally mounted switch used to signal other components.
   4. Internally mounted switch that monitors the position of the latchbolt.
   5. MLR: Motorized latch retraction.

G. Products:
   1. 2000.

2.07 LOCK CYLINDERS

A. Manufacturers:
   1. Corbin L1 Keyway Zero Bitted, No Substitutions, Existing System.

B. Material:
   1. Manufacturer's standard corrosion-resistant brass alloy.

C. Types: As applicable to each item specified.
   1. Standard core type cylinders, with seven pin cores.

2.08 MORTISE LOCKS

A. Manufacturers:
   1. BEST, 45H Series
   2. Corbin ML2000 Series.

B. Properties:
   1. Mechanical Locks: Manufacturer's standard.
      a. Fitting modified ANSI A115.1 door preparation.
      b. Door Thickness Coordination Fitting 1-3/4 inch (44 mm) to 2-1/4 inch (57 mm) thick doors.
      c. Latch: Solid, one-piece, anti-friction, self-lubricating stainless steel.
         1) Latchbolt Throw: 3/4 inch (19 mm), minimum.
      d. Auxiliary Deadlatch: One piece stainless steel, permanently lubricated.
      e. Backset: 2-3/4 inch (70 mm).
      f. Lever Trim:
         1) Functionality: Allow the lever handle to move up to 45 degrees from horizontal position prior to engaging the latchbolt assembly.

2) Strength: Locksets outside locked lever designed to withstand minimum 1,400 inch-lbs (158.2 Nm) of torque. In excess of that, a replaceable part will shear. Key from outside and/or inside lever will still operate lockset.
3) Spindle: Designed to prevent forced entry from attacking of lever.
4) Independent spring mechanism for each lever.
(a) Trim to be self-aligning and thru-bolted.

C. Finishes: See Door Hardware Schedule.
1. Core Faces: Match finish of lockset.

D. Grades:

E. Products: Mortise locks, including standard and electrified types.
1. 45H.

2.09 CYLINDRICAL LOCKS

A. Manufacturers:
1. BEST, 9K Series
2. Corbin, CL3300 Series

B. Properties:
1. Mechanical Locks:
a. Fitting modified ANSI A115.2 door preparation.
b. Door Thickness Fit: 1-3/8 inches (35 mm) to 2-1/4 inches (57 mm) thick doors.
c. Construction: Hub, side plate, shrouded rose, locking pin to be a one-piece casting with a shrouded locking lug.
1) Through-bolted anti-rotational studs.
d. Cast stainless steel latch retractor with roller bearings for exceptionally smooth operation and superior strength and durability.
e. Bored Hole: 2-1/8 inch (54 mm) diameter.
f. Backset: 2-3/4 inches (70 mm) unless otherwise indicated.
g. Latch: Single piece tail-piece construction.
1) Latchbolt Throw: 9/16 inch (14.3 mm), minimum.
h. Cylinders:
1) Cylinder Core Types: Locks capable of supporting manufacturers' cores, as applicable.
i. Lever Trim:
1) Style: See Door Hardware Schedule.
2) Outside Lever Sleeve: Seamless one-piece construction.
2. Electrified Locks: Same properties as standard locks, and as follows:
a. Function: Electrically locked (Fail Safe) or unlocked (Fail Secure), as indicated for each lock in Door Hardware Schedule.

C. Finishes: See Door Hardware Schedule.
1. Core Faces: Match finish of lockset.

D. Grades: Comply with BHMA A156.2, Grade 1, Series 4000, Operational Grade 1, Extra Heavy Duty.

E. Material: Manufacturer's standard for specified lock.

F. Products: Cylindrical locks, including mechanical and electrified types.
1. 9K (Grade 1).

2.10 DOOR PULLS AND PUSH PLATES

A. Manufacturers:
   1. Burns.
   2. Hiawatha.
   3. Trimco.

B. Material: Stainless steel, unless otherwise indicated.

2.11 CLOSERS

A. Manufacturers:
   1. Dorma 8900 Series
   2. Corbin DC6000 Series.

B. Grades:
   1. Closers: Comply with BHMA A156.4, Grade 1.
      a. Underwriters Laboratories Compliance:
         1) Product Listing: UL (DIR) and ULC for use on fire-resistance-rated doors.
            (a) UL 228 - Door Closers-Holders, With or Without Integral Smoke Detectors.

C. Installation:
   1. Mounting: Includes surface mounted installations.
   2. Mount closers on non-public side of door and stair side of stair doors unless otherwise noted in hardware sets.
   3. At outswinging exterior doors, mount closer on interior side of door.
   4. Provide adapter plates, shim spacers, and blade stop spacers as required by frame and door conditions.
   5. Where an overlapping astragal is included on pairs of swinging doors, provide coordinator to ensure door leaves close in proper order.

2.12 OVERHEAD STOPS AND HOLDERS

A. Manufacturers:
   1. Architectural Builders Hardware Mfg (ABH)
   2. Glynn Johnson
   3. Rixson

B. Sizes: Manufacturer’s standard for the application.

C. Finishes:
   1. Arms and Brackets: Zinc-plated.

D. Grades: As applicable to item specified.
   1. Comply with BHMA A156.8, Grade 1.

E. Types:
   1. Surface-applied.
   2. Concealed.

2.13 PROTECTION PLATES

A. Manufacturers:
   1. Burns.

2. Hiawatha.
3. Trimco.

B. Properties:
1. Plates:
a. Kick Plates: Provide along bottom edge of push side of every wood door with closer, except aluminum storefront and glass entry doors, unless otherwise indicated.
1) Size: 10 inches (254 mm) high by 2 inch (51 mm) less door width (LDW) on push side of door.
b. Mop Plates: Provide along bottom edge of push side of doors to provide protection from cleaning liquids and equipment damage to door surface.
c. Edges: Beveled, on four (4) unless otherwise indicated.

C. Grades: Comply with BHMA A156.6.

D. Material: As indicated for each item by BHMA material and finish designation.
1. Metal Properties: Stainless steel.
a. Metal, Standard Duty: Thickness 0.050 inch (1.27 mm), minimum.

E. Installation:
1. Fasteners: Countersunk screw fasteners

2.14 STOPS AND HOLDERS

A. Manufacturers:
1. Burns.
2. Hiawatha.
3. Trimco.

B. General: Provide overhead stop/holder when wall or floor stop is not feasible.

C. Grades:
1. Door Holders, Wall Bumpers, and Floor Stops: Comply with BHMA A156.16 and Resilient Material Retention Test as described in this standard.

D. Types:

2.15 THRESHOLDS

A. Manufacturers:
1. National Guard Products
2. Pemko.
3. Reese.

B. Properties:
1. Threshold Surface: Fluted horizontal grooves across full width.

C. Grades: Thresholds: Comply with BHMA A156.21.

D. Material: Base metal as indicated for each item by BHMA material and finish designation.

E. Types: As applicable to project conditions. Provide barrier-free type at every location where specified.
1. Saddle Thresholds: Without thermal break.
2. Bumper Seal Thresholds with Gasket: Use silicone gaskets.

2.16 WEATHERSTRIPPING AND GASKETING

A. Manufacturers:

1. National Guard Products, Inc: www.ngpinc.com/#sle.
2. Pemko .
3. Reese.

B. Products:
1. Weatherstripping: See Door Hardware Schedule.
2. Smoke Seals: See Door Hardware Schedule.
3. Meeting Stile Seals: See Door Hardware Schedule.
4. Door Bottom Seals:
   a. Door Sweeps: See Door Hardware Schedule.

2.17 KEYS AND CORES

A. Manufacturers:
1. Corbin No Substitution, Existing System. L1 Keyway Zero Bitted.
2. Owner to coordinate keying directly with RJ Locksmiths.
3. Keying to be done by RJ Locksmith, Ocean City, MD.

B. Properties: Complying with guidelines of BHMA A156.28.
1. Provide Corbin Standard keys and cores.
2. Provide keying information in compliance with DHI (KSN) standards.
3. Keying Schedule: Arrange for a keying meeting, with Architect, Owner and hardware supplier, and other involved parties to ensure locksets and locking hardware, are functionally correct and keying complies with project requirements.
4. Keying: Master keyed.
5. Include construction keying.as directed by owner.
6. Supply keys in following quantities:
   a. Grand Master Keys: 2 each.
   b. Master Keys: 4 each each group.
   c. Change Keys: 2 each change keys for each keyed core.
7. Deliver keys with identifying tags to Owner by security shipment direct from manufacturer.

2.18 KEY CABINETS

A. Manufacturers:
1. Lund Equipment Company, Inc
2. Telkee

B. Properties:.
1. Key Management System: For each keyed lock on project, provide one set of consecutively numbered duplicate key tags with hanging hole and snap catch.
2. Security Key Tags: For each keyed lock on project, provide one set of matching key tags for permanent attachment to one key of each set.
3. Provide key collection envelopes, receipt cards, and index cards in quantity suitable to manage number of keys.
4. Mounting: Wall surface mounted.
5. CapacityActual quantity of keys, plus 50 percent additional capacity.
6. Key cabinet lock to facility's keying system.

C. Finishes: Baked enamel, manufacturer's standard color.

D. Material: Sheet steel.

2.19 FINISHES

A. Finishes: Identified in Hardware Sets.

PART 3 EXECUTION

3.01 EXAMINATION

A. Verify that doors and frames are ready to receive this work; labeled, fire-rated doors and frames are properly installed, and dimensions are as indicated on shop drawings.

B. Correct all defects prior to proceeding with installation.

C. Verify that electric power is available to power operated devices and of correct characteristics.

3.02 INSTALLATION

A. Install hardware in accordance with manufacturer's instructions and applicable codes.

B. Install hardware using the manufacturer’s fasteners provided. Drill and tap all screw holes located in metallic materials. Do not use “Riv-Nuts” or similar products.

C. Install hardware on fire-rated doors and frames in accordance with applicable codes and NFPA 80.

D. Install hardware for smoke and draft control doors in accordance with NFPA 105.

E. Use templates provided by hardware item manufacturer.

F. Do not install surface mounted items until application of finishes to substrate are fully completed.

G. Wash down masonry walls and complete painting or staining of doors and frames.

H. Complete finish flooring prior to installation of thresholds.

I. Set exterior door thresholds with full-width bead of elastomeric sealant at each point of contact with floor providing a continuous weather seal; anchor thresholds with stainless steel countersunk screws.

3.03 FIELD QUALITY CONTROL

A. Perform field inspection and testing under provisions of Section 014000 - Quality Requirements.

3.04 CLEANING

A. Clean finished hardware in accordance with manufacturer's written instructions after final adjustments have been made.

B. Clean adjacent surfaces soiled by hardware installation activities.

3.05 PROTECTION

A. Protect finished Work under provisions of Section 017000 - Execution and Closeout Requirements.

B. Do not permit adjacent work to damage hardware or finish.

END OF SECTION

Manufacturer list

ABH	Architectural Builders Hardware
BES	BEST
PRE	BEST (Precision)
BRN	Burns Manufacturing
C-R	Corbin Russwin
DKA	dormakaba Architectural
NGP	National Guard Products
RCI	Rutherford Controls Inc

Finish list

Code:	Name:
SIA	Slick It Ain't
689	689 Aluminum
US26D	Satin Chrome
Gray	#N/A
CL	Clear
626	Satin chromium plated
US27	Mill Aluminum
A	Anodized Aluminum
630	Satin Stainless Steel
C	Charcoal
AL	AL>ALUM CLEAR COATED

Specification Report

Set #1 - Exter New HMF x HMF - Card Access

Doors: 1132

1.0	Hinge	662HDUL 83IN	AL	BES
1.0	Hinge	662HDUL EPT12C 83IN	AL	BES
2.0	Flush Bolt	1855S	US26D	ABH
1.0	Exit Device	C MLR 2303 4903 A	630	PRE
1.0	Cylinder	CR1000 114 A02 L1 Keyway, Zero Bitted	626	C-R
1.0	Door Closer	89 16 SDS FC LSN	689	DKA
1.0	Overhead Stop	9028	US32D	ABH
2.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 1"	630	BRN
1.0	Power Transfer	EPT-12C		PRE
1.0	Wiring Harness	WH-6E		BES
1.0	Wiring Harness	WH-192P		BES
1.0	Wiring Harness	WH-XXP (Length as Req'd)		BES
1.0	Card Reader	CARD READER BY SECURITY VENDOR		
1.0	Power Supply	POWER SUPPLY BY SECURITY VENDOR		
1.0	Wiring Diagram	FURNISHED BY HWDE SUPPLIER		
1.0	Dust Proof Strike	1870	US32D	ABH
1.0	Astragal	140P LAR	A	NGP
1.0	Gasketing	700N Head & Jambs (2)	A	NGP
1.0	Threshold	896 S LAR (1/4-20 SS MS/EA)	A SIA	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD. Rim cylinder to be L1 Keyway, Zero Bitted. Operation: Door normally closed and locked. Presentation of valid credential to card reader retracts latchbolt of active leaf allowing authorized entry. Request to Exit by Security Vendor. Mechanical key override. All wiring and conduit by electrical contractor. Coordinate wiring and installation with GC / EC / Security Vendor.

Set #2 - Exter New HM Fr / Dr - Card Access

Doors: 123, 1131, 1111

1.0	Hinge	662HDUL 83IN	AL	BES
1.0	Exit Device	2103 LD 4903 A	630	PRE
1.0	Cylinder	CR3000 L1 Keyway, Zero Bitted	626	C-R
1.0	Electric Strike	0162 LM	32D	RCI
1.0	Door Closer	89 16 SDS FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Card Reader	CARD READER BY SECURITY VENDOR		
1.0	Power Supply	POWER SUPPLY BY SECURITY VENDOR		
1.0	Door Position Switch	DPS BY SECURITY VENDOR		
1.0	Wiring Diagram	FURNISHED BY HWDE SUPPLIER		
1.0	Gasketing	700N Head & Jambs (2)	A	NGP

1.0	Drip Cap	16 4" ODW	A	NGP
1.0	Door Sweep	1015V LAR	US27	NGP
1.0	Threshold	896 S LAR (1/4-20 SS MS/EA)	A SIA	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD. Rim cylinder to be L1 Keyway, Zero Bitted. Operation: Door normally closed and locked. Presentation of valid credential to card reader releases electric strike allowing authorized entry. Request to Exit by Security Vendor. Mechanical key override. All wiring and conduit by electrical contractor. Coordinate wiring and installation with GC / EC / Security Vendor.

Set #3 - Storage

Doors: 102

6.0	Hinge	FBB179 NRP 45X45	26D	BES
1.0	Flush Bolt	1855S	US26D	ABH
1.0	Cylindrical Lock	9K 3 0 D 15 D STK 7/8" COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
2.0	Wall Stop	560	626	BRN
1.0	Meeting Stile Astragal	5070	CL	NGP
2.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #4 - Office

Doors: 103, 104, 105, 114, 119, 120, 124, 125, 126, 129, 130, 131, 132, 133, 135, 101

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 AB 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Wall Stop	565	626	BRN
3.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #5 - Office

Doors: 134, 108

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 AB 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Overhead Stop	9024	US32D	ABH
3.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #6 - Breakroom

Doors: 106

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 N 15 D S3	626	BES
1.0	Door Closer	89 16 AF89 FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Wall Stop	560	626	BRN
3.0	Silencer	500	Gray	BRN

Set #7 - Storage

Doors: 115, 121, 118

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 D 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Door Closer	89 16 AF89 FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Wall Stop	560	626	BRN
3.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #8 - Storage

Doors: 122

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 D 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Door Closer	89 16 IS FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
3.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #9 - IT / Elec Room

Doors: 127

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 D 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		

1.0	Door Closer	89 16 AF89 FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Wall Stop	560	626	BRN
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #10 - Office

Doors: 111

3.0	Hinge	FBB179 NRP 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 AB 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Electric Strike	0162 LMN		
1.0	Door Closer	89 16 SPA FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Wall Stop	565	626	BRN
3.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #11 - ADA Toilet

Doors: 109, 116

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Privacy Lockset	9K3-0L15D S3 626	626	BES
1.0	Door Closer	89 16 AF89 FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Mop Plate	MP50 CSK B4E Heavy 6" Door Width less 1"	630	BRN
1.0	Wall Stop	560	626	BRN
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

Set #12 - ADA Toilet

Doors: 117, 112

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Privacy Lockset	9K3-0L15D S3 626	626	BES
1.0	Door Closer	89 16 SDS FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 7" Door Width less 2"	630	BRN
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

Set #13 - Conf Room

Doors: 138

3.0	Hinge	FBB179 NRP 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 R 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Door Closer	89 16 SDS FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #14 - Copy Room

Doors: 136

3.0	Hinge	FBB179 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 R 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Wall Stop	560	626	BRN
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Set #15 - Reception - Card Access

Doors: 113

3.0	Hinge	FBB179 NRP 45X45	26D	BES
1.0	Cylindrical Lock	9K 3 0 D 15 D S3 COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Electric Strike	F2164 F2LM	32D	RCI
1.0	Door Closer	89 16 SPA FC LSN	689	DKA
1.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 2"	630	BRN
1.0	Card Reader	CARD READER BY SECURITY VENDOR		
1.0	Power Supply	POWER SUPPLY BY SECURITY VENDOR		
1.0	Door Position Switch	DPS BY SECURITY VENDOR		
1.0	Wiring Diagram	FURNISHED BY HWDE SUPPLIER		
1.0	Wall Stop	560	626	BRN
1.0	Silencer	500	Gray	BRN

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD. Operation: Door normally closed and locked. Presentation of valid credential to card reader releases electric strike allowing authorized entry. Request to Exit by Security Vendor. Mechanical key override. All wiring and conduit by electrical contractor. Coordinate wiring and installation with GC /

EC / Security Vendor.

Set #16 - Storage

Doors: 107

6.0	Hinge	FBB179 NRP 45X45	26D	BES
1.0	Flush Bolt	1855S	US26D	ABH
1.0	Cylindrical Lock	9K 3 0 D 15 D STK 7/8" COR LC	626	BES
1.0	Cylinder	CR2000-034 L1 Keyway Zero Bitted		
1.0	Door Closer	89 16 SDST FC LSN	689	DKA
2.0	Kick Plate	KP50 CSK B4E Heavy 10" Door Width less 1"	630	BRN
1.0	Overhead Hold Open	9014	US32D	ABH
1.0	Meeting Stile Astragal	5070	CL	NGP
1.0	Gasketing	2525 Head & Jambs (2)	C	NGP

NOTE: Owner to coordinate keying of locksets. Keying to be done by RJ Locksmith, Ocean City MD

Opening List

Opening:	Hardware Set Assignment:
101	4 - Office
102	3 - Storage
103	4 - Office
104	4 - Office
105	4 - Office
106	6 - Breakroom
107	16 - Storage
108	5 - Office
109	11 - ADA Toilet
111	10 - Office
112	12 - ADA Toilet
113	15 - Reception - Card Access
1131	2 - Exter New HM Fr / Dr - Card Access
1132	1 - Exter New HMF x HMF - Card Access
114	4 - Office
115	7 - Storage
116	11 - ADA Toilet
117	12 - ADA Toilet
118	7 - Storage
119	4 - Office
120	4 - Office
121	7 - Storage

122	8 - Storage
123	2 - Exter New HM Fr / Dr - Card Access
124	4 - Office
125	4 - Office
126	4 - Office
127	9 - IT / Elec Room
129	4 - Office
130	4 - Office
131	4 - Office
132	4 - Office
133	4 - Office
134	5 - Office
135	4 - Office
136	14 - Copy Room
138	13 - Conf Room
1111	2 - Exter New HM Fr / Dr - Card Access

SECTION 092900 - GYPSUM BOARD

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Existing vinyl coated gypsum board rehabilitation.
2. Interior gypsum board.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Fire-Resistance-Rated Assemblies: For fire-resistance-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 119 by an independent testing agency.

B. STC-Rated Assemblies: For STC-rated assemblies, provide materials and construction identical to those tested in assembly indicated according to ASTM E 90 and classified according to ASTM E 413 by an independent testing agency.

2.2 GYPSUM BOARD, GENERAL

A. Size: Provide maximum lengths and widths available that will minimize joints in each area and that correspond with support system indicated.

2.3 EXISTING VINYL COVERED GYPSUM BOARD

A. Sealer: BOD - Water Based Kilz 2 All-Purpose Interior | Exterior Primer

B. Joint Filler: BOD - USG Sheetrock Brand Durabound 90 Joint Compound

C. Joint Tape: BOD - FibaFuse

D. Skim Coat: BOD - USG Sheetrock Brand All Purpose Joint Compound.

2.4 INTERIOR GYPSUM BOARD

A. Gypsum Wallboard: ASTM C 1396/C 1396M.

1. US Gypsum Company.
2. Thickness: 5/8 inch (15.9 mm).
3. Long Edges: Tapered.

B. Gypsum Ceiling Board: ASTM C 1396/C 1396M.

1. Thickness: 5/8 inch (12.7 mm).
2. Long Edges: Tapered.

C. Mold-Resistant Gypsum Board: ASTM C 1396/C 1396M. With moisture- and mold-resistant core and paper surfaces. To be used in all toilet rooms.

1. Core: 5/8 inch (12.7 mm), regular type.
2. Long Edges: Tapered.
3. Mold Resistance: ASTM D 3273, score of 10 as rated according to ASTM D 3274.

2.5 TRIM ACCESSORIES

A. Interior Trim: ASTM C 1047.

1. Material: Galvanized or aluminum-coated steel sheet, rolled zinc, plastic, or paper-faced galvanized-steel sheet.
2. Shapes:

    a. Cornerbead.
    b. LC-Bead: J-shaped; exposed long flange receives joint compound.
    c. L-Bead: L-shaped; exposed long flange receives joint compound.
    d. U-Bead: J-shaped; exposed short flange does not receive joint compound.
    e. Expansion (control) joint.

2.6 JOINT TREATMENT MATERIALS

A. General: Comply with ASTM C 475/C 475M.

B. Joint Tape:

1. Interior Gypsum Board: Paper.
2. Glass-Mat Gypsum Sheathing Board: 10-by-10 glass mesh.

C. Joint Compound for New Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.

1. Prefilling: At open joints and damaged surface areas, use setting-type taping compound.
2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use setting-type taping compound.

a. Use setting-type compound for installing paper-faced metal trim accessories.

3. Fill Coat: For second coat, use setting-type, sandable topping compound.
4. Finish Coat: For third coat, use setting-type, sandable topping compound.

2.7 AUXILIARY MATERIALS

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

B. Steel Drill Screws: ASTM C 1002 unless otherwise indicated.

1. Use screws complying with ASTM C 954 for fastening panels to steel members from 0.033 to 0.112 inch (0.84 to 2.84 mm) thick.

PART 3 - EXECUTION

3.1 EXISTING VINYL COATED GYPSUM BOARD REHABILITATION (Level 5)

A. Examine panels before installation. Counter sink existing nails/screws.

B. Coat surface with Water Based Kilz 2 All-Purpose Interior | Exterior Primer.

C. Level 4 (ASTM C 840): Tape Joints, Recessed Nail/Screw, Interior Corners, Damaged Areas due to Demolition to Level 4 finishing with USG Sheetrock Brand Durabound 90 Joint Compound.

D. Level 5 (ATSM C 840): Skim coat entire wall with USG Sheetrock Brand All Purpose Joint Compound.

3.2 APPLYING AND FINISHING PANELS

A. Examine panels before installation. Reject panels that are wet, moisture damaged, and mold damaged.

B. Comply with ASTM C 840.

C. Isolate perimeter of gypsum board applied to non-load-bearing partitions at structural abutments. Provide 1/4- to 1/2-inch- (6.4- to 12.7-mm-) wide spaces at these locations and trim edges with edge trim where edges of panels are exposed. Seal joints between edges and abutting structural surfaces with acoustical sealant.

D. 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.

E. Prefill open joints and damaged surface areas.

F. Apply joint tape over gypsum board joints, except for trim products specifically indicated as not intended to receive tape.

G. Gypsum Board Finish Levels: Finish panels to levels indicated below and according to ASTM C 840:

1. Level 1: Ceiling plenum areas, concealed areas, and where indicated.
2. Level 4: At panel surfaces that will be exposed to view unless otherwise indicated.

a. Primer and its application to surfaces are specified in Section 099123 "Interior Painting."

3.3 PROTECTION

A. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.

B. Remove and replace panels that are wet, moisture damaged, and mold damaged.

END OF SECTION 092900

SECTION 095123 - ACOUSTICAL TILE CEILINGS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes acoustical tiles and exposed tee suspension systems for ceilings.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Samples: For each exposed product and for each color and texture specified.

1.3 INFORMATIONAL SUBMITTALS

A. Product test reports.

B. Evaluation reports.

C. Field quality-control reports.

1.4 CLOSEOUT SUBMITTALS

A. Maintenance data.

1.5 QUALITY ASSURANCE

A. Testing Agency Qualifications: Qualified according to NVLAP.

PART 2 - PRODUCTS

2.1 PERFORMANCE REQUIREMENTS

A. Surface-Burning Characteristics: Comply with ASTM E 84; testing by a qualified testing agency. Identify products with appropriate markings of applicable testing agency.

1. Flame-Spread Index: 25 or less.
2. Smoke-Developed Index: 50 or less.

2.2 ACOUSTICAL TILE CEILINGS, GENERAL

A. Acoustical Tile Standard: Comply with ASTM E 1264.

B. Metal Suspension System Standard: Comply with ASTM C 635.

C. Attachment Devices: Size for five times the design load indicated in ASTM C 635, Table 1, "Direct Hung," unless otherwise indicated. Comply with seismic design requirements.

2.3 ACOUSTICAL TILES – NO SUBSTITUTES.

A. Armstrong Cortega 704A.

B. Classification: Angled tegular lay-in fine textured.

C. Color: White.

D. Thickness: 5/8 inch.

E. Modular Size: 24 by 24 inches.

2.4 METAL SUSPENSION SYSTEM – NO SUBSTITUTES.

A. Armstrong Prelude

B. Classification: 15/16” Exposed Tee System.

C. Structural Classification: Intermediate-duty system.

D. Color: White.

E. Roll-Formed, Sheet-Metal Edge Moldings and Trim: Manufacturer's standard moldings for edges and penetrations formed from sheet metal of same material, finish, and color as that used for exposed flanges of suspension-system runners.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install acoustical tile ceilings to comply with ASTM C 636/C 636M and according to manufacturer's written instructions and CISCA's "Ceiling Systems Handbook."

B. Measure each ceiling area and establish layout of acoustical tiles to balance border widths at opposite edges of each ceiling. Avoid using less-than-half-width tiles at borders, and comply with layout shown on reflected ceiling plans.

END OF SECTION 095123

SECTION 096513 - RESILIENT BASE AND ACCESSORIES

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Resilient base.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Samples: For each exposed product and for each color and texture specified, not less than 12 inches (300 mm) long.

PART 2 - PRODUCTS

2.1 VINYL BASE – JOHNSONITE – NO SUBSTITUTIONS

A. Product Standard: ASTM F 1861, Type TV (vinyl, thermoplastic)

1. Group: I (solid, homogeneous).
2. Style:

a. Style B, Cove

B. Minimum Thickness: 0.125 inch (3.2 mm).

C. Height: 4 inches (102 mm).

D. Lengths: Coils in manufacturer's standard length.

E. Outside Corners: Job formed or preformed.

F. Inside Corners: Job formed or preformed.

G. Colors and Patterns: As selected by Architect from full range of industry colors.

2.2 VINYL MOLDING ACCESSORY

A. Description: Vinyl reducer strip for luxury vinyl tile/plank to carpet.

B. Profile and Dimensions: As indicated.

C. Locations: Provide vinyl molding accessories in areas indicated.

D. Colors and Patterns: As selected by Architect from full range of industry colors.

2.3 INSTALLATION MATERIALS

A. Trowelable Leveling and Patching Compounds: Latex-modified, portland cement based or blended hydraulic-cement-based formulation provided or approved by resilient-product manufacturer for applications indicated.

B. Adhesives: Water-resistant type recommended by resilient-product manufacturer for resilient products and substrate conditions indicated.

PART 3 - EXECUTION

3.1 PREPARATION

A. Prepare existing and new substrates according to manufacturer's written instructions to ensure adhesion of resilient products.

B. Fill cracks, holes, and depressions in substrates with trowelable leveling and patching compound; remove bumps and ridges to produce a uniform and smooth substrate.

C. Do not install resilient products until they are the same temperature as the space where they are to be installed.

D. Immediately before installation, sweep and vacuum clean substrates to be covered by resilient products.

3.2 RESILIENT BASE INSTALLATION

E. Comply with manufacturer's written instructions for installing resilient base.

F. Apply resilient base to walls, columns, pilasters, casework and cabinets in toe spaces, and other permanent fixtures in rooms and areas where base is required.

G. Install resilient base in lengths as long as practical without gaps at seams and with tops of adjacent pieces aligned.

H. Tightly adhere resilient base to substrate throughout length of each piece, with base in continuous contact with horizontal and vertical substrates.

I. Do not stretch resilient base during installation.

J. On masonry surfaces or other similar irregular substrates, fill voids along top edge of resilient base with manufacturer's recommended adhesive filler material.

K. Preformed Corners: Install preformed corners before installing straight pieces.

L. Job-Formed Corners:

1. Outside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches (76 mm) in length.

a. Form without producing discoloration (whitening) at bends.

2. Inside Corners: Use straight pieces of maximum lengths possible and form with returns not less than 3 inches (76 mm) in length.

a. Miter or cope corners to minimize open joints.

3.3 RESILIENT ACCESSORY INSTALLATION

A. Comply with manufacturer's written instructions for installing resilient accessories.

B. Resilient Molding Accessories: Butt to adjacent materials and tightly adhere to substrates throughout length of each piece. Install reducer strips at edges of floor covering that would otherwise be exposed.

C. Install at all luxury vinyl tile/plank to carpet transitions.

3.4 CLEANING AND PROTECTION

A. Comply with manufacturer's written instructions for cleaning and protecting resilient products.

END OF SECTION 096513

SECTION 096519 - RESILIENT TILE FLOORING

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Luxury Vinyl Tile
2. Static Dissipating Tile

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Samples: Full-size units of each color and pattern of floor tile required.

1.3 CLOSEOUT SUBMITTALS

A. Maintenance data.

PART 2 - PRODUCTS

2.1 LUXURY VINYL TILE

A. Tarkett Contour Wood – Stone Series – No Substitutions

B. Tile Standard: Reference specification - ASTM F 1700, “Standard Specification for Solid Vinyl Tile", Class III, Type B – Embossed Surface.

C. Wearing Layer: 32 mil.

D. Thickness: 0.120 inch

E. Size: To be chosen.

F. Colors and Patterns: As selected by Architect from full range of industry colors.

2.2 STATIC DISSIPATING TILE

A. Basis of Design: Excelon SDT tile, S-202 SDT Adhesive, S-392 Static Dissipative Polish. Install with grounding strips per manufactures instructions.

2.3 INSTALLATION MATERIALS

A. Trowelable Leveling and Patching Compounds: Armstrong S-184 Fast-Setting Cement-Based Patch and Underlayment

B. Adhesive: Taylor Resolute Resilient Moisture Barrier Adhesive.

C. EXECUTION

2.4 PREPARATION

A. Prepare substrates according to floor tile manufacturer's written instructions to ensure adhesion of resilient products.

B. Concrete Substrates: Remove, by mechanical means, existing adhesives, coatings, curing compounds, and other substances that are incompatible with adhesives and that contain soap, wax, oil, or silicone.

C. Do not install floor tiles until they are the same temperature as the space where they are to be installed.

D. Immediately before installation, sweep and vacuum clean substrates to be covered by resilient floor tile.

2.5 FLOOR TILE INSTALLATION - LUXURY VINYL TILE

A. Square the area and establish reference points on the substrate based on recommended layout. Please refer to the current product guide found

B. Apply the adhesive to the substrate and allow proper open time. Open and working times are dependent on the ambient temperature, humidity, substrate porosity and temperature, and air movement. It is the installer’s responsibility to modify the open and working time for jobsite conditions.

C. Use established reference points and install the flooring.

D. Install planks in the same direction, in a random pattern, and offset plank end joints by a minimum of 6” (15.2 cm). To achieve a more aesthetic, natural appearance, avoid stair-step and H-patterned layouts by using random sizing 6” and larger to start each row.

E. Install tiles with the directional arrows (found on the back on each tile) pointing in the same direction. Tiles may be ‘quarter-turned’ to create a pattern.

F. Planks and tiles should be lightly butted together when placing the flooring into the adhesive.

G. Do not force planks and tiles together creating a ledge condition at the seams and corners. Sliding tiles will force the adhesive out between the seams.

H. Periodically, lift the corner of an installed tile to ensure proper transfer of adhesive.

I. Roll floor in both directions with a 100 pound three-section roller. Use a small hand roller in areas that cannot be reached with a large roller.

J. Inspect the floor surface, especially seams, and remove any adhesive on the surface.

K. Immediately after installation: All traffic must be restricted for a minimum of 24 hours after installation. The floor may receive immediate traffic when installing with RollSmart or LVT Rollable (ID Latitude ONLY) adhesive. All heavy traffic, rolling loads, pallet jacks, and furniture or appliance placement must be restricted for a minimum of 72 hours after installation. Flooring must be swept or vacuumed to remove loose dirt and grit prior to the application of proper floor protection. (Do not trap dirt and grit under floor protection.) Apply floor protection suitable for construction foot traffic such as: undyed heavy Kraft paper, Ram Board, 1/8" Masonite panels, or similar product designed for resilient floor protection.

L. 72 Hours after installation: Areas that will receive heavy traffic, rolling loads, pallet jacks, and furniture or appliance placement must be protected with ¼" thick Masonite or similar wood panels. The floor must be swept or vacuumed prior to the placement of the floor protection panels. (Lightly damp mop if necessary). Do not use plastic or other non-porous materials to protect the newly installed flooring that could prevent the adhesive from drying properly.

2.6 FLOOR TILE INSTALLATION - STATIC DISSIPATING TILE

A. Install flooring in strict accordance with the latest edition of Armstrong Flooring Guaranteed Installation Systems instructions. Failure to comply may result in voiding the manufacturer's warranty listed in Section 1.08.

B. Install flooring wall to wall before the installation of floor-set cabinets, casework, furniture, equipment, movable partitions, etc. Extend flooring into toe spaces, door recesses, closets, and similar openings as shown on the drawings.

C. Scribe, cut, and fit to permanent fixtures, columns, walls, partitions, pipes, outlets, and built-in furniture and cabinets.

D. Roll with a 100-lb. (45.36 kilogram) roller in the field areas. Refer to specific rolling instructions of the flooring manufacturer.

E. Install flooring with adhesives, tools, and procedures in strict accordance with the manufacturer's written instructions. Observe the recommended adhesive trowel notching, open times, and working times.

2.7 CLEANING AND PROTECTION

A. Comply with manufacturer's written instructions for cleaning floor tile.

B. Cover floor tile until Substantial Completion.

END OF SECTION 096519

SECTION 096813 - TILE CARPETING

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes modular carpet tile.
B. Floor Preparation

1.2 PREINSTALLATION MEETINGS

A. Preinstallation Conference: Conduct conference at Project site.

1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: For carpet tile installation, plans showing the following:

1. Columns, doorways, enclosing walls or partitions, built-in cabinets, and locations where cutouts are required in carpet tiles.
2. Carpet tile type, color, and dye lot.
3. Type of subfloor.
4. Type of installation.
5. Pattern of installation.
6. Type, color, and location of edge, transition, and other accessory strips.
7. Transition details to other flooring materials.

C. Samples: For each exposed product and for each color and texture required.

1.4 INFORMATIONAL SUBMITTALS

A. Product test reports.

B. Sample warranty.

1.5 CLOSEOUT SUBMITTALS

A. Maintenance data.

1.6 QUALITY ASSURANCE

A. Installer Qualifications: Certified by the International Certified Floorcovering Installers Association at the Commercial II certification level.

1.7 WARRANTY

A. Special Warranty for Carpet Tiles: Manufacturer agrees to repair or replace components of carpet tile installation that fail in materials or workmanship within specified warranty period.

1. Warranty Period: Lifetime Limited Warranty.

PART 2 - PRODUCTS

2.1 CARPET TILE

A. Tarkett Aftermath II– No Substitutions

B. Color: As selected by Architect from manufacturer's full range

C. Primary Backing/Backcoating: Manufacturer's standard synthetic non-woven.

D. Backing System: Ethos Modular, Non RS

E. Size: 24 by 24 inches (610 by 610 mm).

F. Applied Treatments:

1. Soil-Resistance Treatment: Manufacturer's standard treatment.

2.2 INSTALLATION ACCESSORIES

A. Trowelable Leveling and Patching Compounds: Latex-modified, hydraulic-cement-based formulation provided or recommended by carpet tile manufacturer.

B. Adhesive: Taylor Resolute Resilient Moisture Barrier Adhesive.

PART 3 - EXECUTION

3.1 PREPARATION

A. General: Comply with CRI's "CRI Carpet Installation Standards" and with carpet tile manufacturer's written installation instructions for preparing substrates indicated to receive carpet tile.

B. Concrete Substrates: Remove, by mechanical means, existing adhesives, coatings, curing compounds, and other substances that are incompatible with adhesives and that contain soap, wax, oil, or silicone.

C. Use trowelable leveling and patching compounds, according to manufacturer's written instructions, to fill cracks, holes, depressions, and protrusions in substrates. Fill or level cracks,

holes and depressions 1/8 inch (3 mm) wide or wider, and protrusions more than 1/32 inch (0.8 mm) unless more stringent requirements are required by manufacturer's written instructions.

D. Broom and vacuum clean substrates to be covered immediately before installing carpet tile.

3.2 INSTALLATION

A. General: Comply with CRI's "CRI Carpet Installation Standard," Section 18, "Modular Carpet" and with carpet tile manufacturer's written installation instructions.

B. Installation Method: Glue down; install every tile with full-spread, specified adhesive.

C. Maintain dye-lot integrity. Do not mix dye lots in same area.

D. Maintain pile-direction patterns: quarter turn tile.

E. Cut and fit carpet tile to butt tightly to vertical surfaces, permanent fixtures, and built-in furniture including cabinets, pipes, outlets, edgings, thresholds, and nosings. Bind or seal cut edges as recommended by carpet tile manufacturer.

F. Extend carpet tile into toe spaces, door reveals, closets, open-bottomed obstructions, removable flanges, alcoves, and similar openings.

G. Maintain reference markers, holes, and openings that are in place or marked for future cutting by repeating on carpet tile as marked on subfloor. Use nonpermanent, nonstaining marking device.

H. Install pattern parallel to walls and borders.

I. Protect carpet tile against damage from construction operations and placement of equipment and fixtures during the remainder of construction period. Use protection methods indicated or recommended in writing by carpet tile manufacturer.

END OF SECTION 096813

SECTION 099123 - PAINTING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

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

1.2 SUMMARY

A. This Section includes surface preparation and the application of paint systems on the following exterior and interior substrates:

1. Steel
2. Gypsum Board
3. Interior Wood Trim – New and Existing

B. Related Sections include the following:

1. Division 3 Sections “Concrete” for sealers of concrete flatwork.

1.3 SUBMITTALS

A. Product Data: For each type of product indicated.

B. Samples for Initial Selection: Upon request, for each type of topcoat product indicated.

C. Samples for Verification: For each type of paint system and each color and gloss of topcoat indicated.

1. Submit Samples on rigid backing, 8 inches (200 mm) square.
2. Step coats on Samples to show each coat required for system.
3. Label each coat of each Sample.
4. Label each Sample for location and application area.
5. Label each sample as to date painted.

D. Product List: For each product indicated, include the following:

1. Cross-reference to paint system and locations of application areas. Use same designations indicated on Drawings and in schedules.
2. Printout of current "MPI Approved Products List" for each product category specified in Part 2, with the proposed product highlighted.

1.4 QUALITY ASSURANCE

A. MPI Standards:

1. Products: Complying with MPI standards indicated and listed in "MPI Approved Products List."
2. Preparation and Workmanship: Comply with requirements in "MPI Architectural Painting Specification Manual" for products and paint systems indicated.

B. Mockups: Apply benchmark samples of each paint system indicated and each color and finish selected to verify preliminary selections made under sample submittals and to demonstrate aesthetic effects and set quality standards for materials and execution.

1.5 DELIVERY, STORAGE, AND HANDLING

A. Store materials not in use in tightly covered containers in well-ventilated areas with ambient temperatures continuously maintained at not less than 45 deg F (7 deg C).

1. Maintain containers in clean condition, free of foreign materials and residue.
2. Remove rags and waste from storage areas daily.

1.6 PROJECT CONDITIONS

A. Apply paints only when temperature of surfaces to be painted and ambient air temperatures are between 50 and 95 deg F (10 and 35 deg C).

B. Do not apply paints 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.

1.7 EXTRA MATERIALS

A. Furnish extra materials described below that are from same production run (batch mix) as materials applied and that are packaged for storage and identified with labels describing contents. Furnish an additional 1 percent, but not less than 1 gal. of each material and color applied.

PART 2 - PRODUCTS

2.1 MANUFACTURERS

A. Available Manufacturers: Subject to compliance with requirements, manufacturers offering products that may be incorporated into the Work include, but are not limited to, the following:

B. Manufacturers: Subject to compliance with requirements, provide products by one of the following:

1. Sherwin-Williams Company
2. Benjamin Moore & Co.
3. Duron, Inc.
4. Finnaren & Haley Inc (F&H)
5. M.A.B. Paints.
6. Porter Paints.
7. PPG Pittsburg Paints

2.2 PAINT, GENERAL

A. Material Compatibility:

1. Provide materials for use within each paint system that are compatible with one another and substrates indicated, under conditions of service and application as demonstrated by manufacturer, based on testing and field experience.
2. For each coat in a paint system, provide products recommended in writing by manufacturers of topcoat for use in paint system and on substrate indicated.

B. Colors: To be selected by Architect from manufacturer's full range.

2.3 PRIMERS/SEALERS

A. Gypsum Primer: Interior Latex Primer/Sealer: MPI #50.

2.4 METAL PRIMERS

A. Acrylic Primer, MPI #134.

2.5 EPOXY PAINT

A. Water-Based Epoxy (Interior and Exterior): MPI #115. A water based, two component epoxy type, Gloss finish coating. Subject to compliance with requirements, provide one of the following:

1. Benjamin Moore & Co.; Acrylic Epoxy Gloss "A", Hardener "B", M43/M44.
2. ICI Paints; Devoe Coatings, Tru Glaze WB Epoxy Gloss Coating, 4408/4418
3. Porter Paints; Dura-Glaze WB, Gloss Epoxy, 9371.
4. PPG Architectural Finishes, Inc.; Aquapon, Waterborne Epoxy, 98-1/98-98.
5. Sherwin-Williams Company (The); Industrial & Marine, Water Based Catalyzed Epoxy, B70W Series.

2.6 LATEX PAINTS

A. Interior Latex (Eggshell): MPI #52 (Gloss Level 3).

PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine substrates and conditions, with Applicator present, for compliance with requirements for maximum moisture content and other conditions affecting performance of work.

B. Maximum Moisture Content of Substrates: When measured with an electronic moisture meter as follows:

1. Concrete: 12 percent.
2. Gypsum Board: 12 percent.

C. Verify suitability of substrates, including surface conditions and compatibility with existing finishes and primers.

D. Begin coating application only after unsatisfactory conditions have been corrected and surfaces are dry.

1. Beginning coating application constitutes Contractor's acceptance of substrates and conditions.

3.2 PREPARATION

A. Comply with manufacturer's written instructions and recommendations in "MPI Architectural Painting Specification Manual" applicable to substrates and paint systems indicated.

B. Remove plates, machined surfaces, and similar items already in place that are not to be painted. If removal is impractical or impossible because of size or weight of item, provide surface-applied protection before surface preparation and painting.

1. After completing painting operations, use workers skilled in the trades involved to reinstall items that were removed. Remove surface-applied protection if any.
2. Do not paint over labels of independent testing agencies or equipment name, identification, performance rating, or nomenclature plates.

C. Clean substrates of substances that could impair bond of paints, including dirt, oil, grease, and incompatible paints and encapsulants.

1. Remove incompatible primers and reprime substrate with compatible primers as required to produce paint systems indicated.
2. Use abrasive blast-cleaning methods if recommended by paint manufacturer.
3. Determine alkalinity and moisture content of surfaces by performing appropriate tests. If surfaces are sufficiently alkaline to cause the finish paint to blister and burn, correct this condition before application. Do not paint surfaces if moisture content exceeds that permitted in manufacturer's written instructions.
4. Clean concrete floors to be painted with a 5 percent solution of muriatic acid or other etching cleaner. Flush the floor with clean water to remove acid, neutralize with ammonia, rinse, allow to dry, and vacuum before painting

D. Concrete Masonry Substrates: Remove efflorescence and chalk. Do not paint surfaces if moisture content or alkalinity of surfaces to be painted exceeds that permitted in manufacturer's written instructions.

E. Steel Substrates: Remove rust and loose mill scale. Clean using methods recommended in writing by paint manufacturer.

3.3 APPLICATION

A. Apply paints according to manufacturer's written instructions.

1. Use applicators and techniques suited for paint and substrate indicated.
2. Paint surfaces behind movable items same as similar exposed surfaces. Before final installation, paint surfaces behind permanently fixed items with prime coat only.

B. Tint each undercoat a lighter shade to facilitate identification of each coat if multiple coats of same material are to be applied. Tint undercoats to match color of topcoat, but provide sufficient difference in shade of undercoats to distinguish each separate coat.

C. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.

D. Apply paints to produce surface films without cloudiness, spotting, holidays, laps, brush marks, roller tracking, runs, sags, ropiness, or other surface imperfections. Cut in sharp lines and color breaks.

E. Application Procedures: Apply paints and coatings by brush, roller, spray, or other applicators according to manufacturer's written instructions.

1. Brushes: Use brushes best suited for type of material applied. Use brush of appropriate size for surface or item being painted.
2. Rollers: Use rollers of carpet, velvet-back, or high-pile sheep's wool as recommended by manufacturer for material and texture required.
3. Spray Equipment: Use airless spray equipment with orifice size as recommended by manufacturer for material and texture required.

F. Minimum Coating Thickness: Apply paint materials no thinner than manufacturer's recommended spreading rate to achieve dry film thickness indicated. Provide total dry film thickness of the entire system as recommended by manufacturer.

3.4 CLEANING AND PROTECTION

A. At end of each workday, remove rubbish, empty cans, rags, and other discarded materials from Project site.

B. After completing paint application, clean spattered surfaces. Remove spattered paints by washing, scraping, or other methods. Do not scratch or damage adjacent finished surfaces.

C. Protect work of other trades against damage from paint application. Correct damage to work of other trades by cleaning, repairing, replacing, and refinishing, as approved by Architect, and leave in an undamaged condition.

D. At completion of construction activities of other trades, touch up and restore damaged or defaced painted surfaces.

3.5 INTERIOR PAINTING SCHEDULE

A. Interior Steel Substrates:

1. Water-Based Epoxy Coating System (MPI Gloss Level 6):

a. Intermediate Coat: Match topcoat.
b. Topcoat: Water-based epoxy, MPI #115

B. Gypsum Board Substrates:

1. Latex System: MPI INT 9.2A.

a. Prime Coat: Interior latex primer/sealer
b. Intermediate Coat: Interior latex matching topcoat.
c. Topcoat: Interior latex. (MPI Gloss Level 3)

C. Wood Trim (Existing and New)

1. Latex System: MPI INT 9.2A

a. Prime Coat: Interior latex primer/sealer
b. Intermediate Coat: Interior latex matching topcoat.
c. Topcoat: Interior latex. (MPI Gloss Level 3)

D. Exterior Metal Substrate

1. Acrylic semi-gloss: MPI 141 – Direct to metal application

a. Initial Coat and Topcoat: Benjamin Moore Ultra-Spec HP DTM Acrylic semi-gloss

END OF SECTION 099123

SECTION 102800 - TOILET, BATH, AND LAUNDRY ACCESSORIES

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Public-use washroom accessories.
2. Under-lavatory guards
3. Public-use shower room accessories.

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product indicated.

B. Product Schedule: Indicating types, quantities, sizes, and installation locations by room of each accessory required.
1. Identify locations using room designations indicated.
2. Identify products using designations indicated.

1.3 INFORMATIONAL SUBMITTALS

A. Warranty: Sample of special warranty.

1.4 CLOSEOUT SUBMITTALS

A. Maintenance data.

1.5 QUALITY ASSURANCE

A. Electrical Components, Devices, and Accessories: Listed and labeled as defined in NFPA 70, by a qualified testing agency, and marked for intended location and application.

1.6 WARRANTY

A. Special Mirror Warranty: Manufacturer standard form in which mirror manufacturer agrees to replace parts on mirrors that deteriorate within specified warranty period. Deterioration of mirrors is defined as defects developed from normal use that are not attributed to mirror breakage or to maintaining and cleaning mirrors contrary to manufacturer's written instructions. Defects include discoloration, black spots, and clouding of the silver film.

1. Warranty Period: One year from date of manufacture.

PART 2 - PRODUCTS

2.1 PUBLIC-USE WASHROOM ACCESSORIES

A. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
   1. A & J Washroom Accessories, Inc.
   2. American Specialties, Inc.
   3. Bobrick Washroom Equipment, Inc.
   4. Bradley Corporation
   5. GAMCO Specialty Accessories; a division of Bobrick Washroom Equipment, Inc.
   6. Tubular Specialties Manufacturing, Inc.

B. Grab Bars
   1. Basis-of-Design Product: Bobrick B-6806
   2. Mounting: Flanges with concealed fasteners
   3. Material: Stainless steel, 18 gauge (1.2 mm) thick.
      a. Finish: Smooth, No. 4 finish (satin) on ends and slip-resistant texture in grip area.
   4. Outside Diameter: 1-1/2 inches (38 mm).
   5. Configuration and Length: As indicated on Drawings
   6. Base Bid (4) 42 inch, (4) 36 inch, (4) 18 inch,

C. Mirror Unit, provide at each lavatory:
   1. Basis-of-Design Product: Bobrick B-165: 18 inch by 36 inch
   2. Frame: Stainless-steel angle, 0.05 inch (1.3 mm) thick
      a. Corners: Manufacturer's standard
   3. Hangers: Produce rigid, tamper- and theft-resistant installation, using method indicated below.
      a. One-piece, galvanized-steel, wall-hanger device with spring-action locking mechanism to hold mirror unit in position with no exposed screws or bolts.
   4. Mirror: No. 1 quality, 1⁄4" (6mm) glass mirror; warranted against silver spoilage for 15 years
   5. Base Bid (4) required.

D. Baby Changing Station
   1. Koala Kare KB301
   2. Vertical Surface Mounted Unit
   3. Baby changing station body shall be durable, injection-molded polypropylene.
   4. Concealed pneumatic cylinders provide controlled, opening and closing of changing unit.
   5. Unit shall have Microban® antimicrobial embedded into plastic material on the changing surface.
   6. Bed shall be secured to metal mounting chassis with a concealed steel-on-steel hinge.

2.2 UNDER-LAVATORY GUARDS

A. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated in the specifications or comparable product by one of the following:
   1. Plumberex Specialty Products, Inc.
   2. Trueboro by IPS Corporation

B. Under-lavatory Guard, provide at all lavatories except room 116:
   1. Basis-of-Design Product: Trueboro by IPS “Lav Guard 2 E-Z series
   2. Description: Insulating pipe covering for supply and drain piping assemblies that prevent direct contact with and burns from piping; allow service access without removing coverings.
   3. Material and Finish: Antimicrobial, molded plastic, white
   4. Base Bid (4) required.

2.3 PUBLIC-USE SHOWER ROOM ACCESSORIES

A. Basis-of-Design Product: Subject to compliance with requirements, provide product indicated on Drawings or comparable product by one of the following:
   1. A & J Washroom Accessories, Inc.
   2. American Specialties, Inc.
   3. Bobrick Washroom Equipment, Inc.
   4. Bradley Corporation
   5. GAMCO Specialty Accessories; a division of Bobrick Washroom Equipment, Inc.
   6. Tubular Specialties Manufacturing, Inc

B. Robe Hook, provide 2 at Bathroom 107, and 1 in each toilet room.
   1. Basis-of-Design Product: Bobrick B-671
   2. Description: Bright Polished Stainless Steel
   3. Flange: 2”x2” (50x50mm)
   4. Hook: 1 1/4”W, 1 ¼”H (30x30mm); projects 2” (50mm) from wall.
   5. Wall Connection: Concealed wall plate
   6. (4) required.

2.4 FABRICATION

A. Keys: Provide universal keys for internal access to accessories for servicing and resupplying. Provide minimum of six keys to Owner's representative.

PART 3 - EXECUTION

3.1 INSTALLATION

A. Install accessories according to manufacturers' written instructions, using fasteners appropriate to substrate indicated and recommended by unit manufacturer. Install units level, plumb, and firmly anchored in locations and at heights indicated.

B. Grab Bars: Install to withstand a downward load of at least 250 lbf (1112 N), when tested according to ASTM F 446.

END OF SECTION 102800

SECTION 123216 - MANUFACTURED PLASTIC-LAMINATE-FACED CASEWORK

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes plastic-laminate-faced cabinets of stock design.

B. Related Requirements:

1. Section 123623 “Plastic-Laminated-clad Countertops”

1.2 DEFINITIONS

A. Definitions in the AWI's "Architectural Woodwork Standards" apply to the work of this Section.

B. MDF: Medium-density fiberboard.

1.3 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: Include plans, elevations, sections, details, and attachments to other work.

C. Samples: For cabinet finishes.

1.4 INFORMATIONAL SUBMITTALS

A. Quality Standard Compliance: AWI Quality Standards.

1.5 WARRANTY

A. Special Warranty: Manufacturer agrees to repair or replace components of casework that fail in materials or workmanship within specified warranty period.

1. Failures include, but are not limited to, the following:

a. Delamination of components or other failures of glue bond.
b. Warping of components.
c. Failure of operating hardware.

2. Warranty Period: Five years from date of Substantial Completion.

PART 2 - PRODUCTS

A. Source Limitations: Obtain plastic-laminate-faced cabinets from single manufacturer.

2.2 CASEWORK, GENERAL

A. Quality Standard: Unless otherwise indicated, comply with the AWI's "Architectural Woodwork Standards" for grades of casework indicated for construction, finishes, installation, and other requirements.

1. Grade: Custom.

B. Product Designations: Drawings indicate configurations of manufactured plastic-laminate-faced cabinets by referencing designations of Casework Design Series numbering system in Appendix A of the AWI's "Architectural Woodwork Standards."

2.3 CASEWORK

A. Design:

1. Flush overlay.

B. Exposed Materials:

1. Plastic Laminate: Grade VGS.

a. Colors and Patterns: As selected by Architect from manufacturer's full range.

2. Unless otherwise indicated, provide specified edgebanding on all exposed edges.

C. Semiexposed Materials:

1. Plastic Laminate: Grade VGS unless otherwise indicated. Provide plastic laminate for semiexposed surfaces unless otherwise indicated.

a. Provide plastic laminate of same grade as exposed surfaces for interior faces of doors and drawer fronts and other locations where opposite side of component is exposed.

2.4 MATERIALS

A. Hardboard: ANSI A135.4, Class 1 Tempered.

B. Plastic Laminate: High-pressure decorative laminate complying with NEMA LD 3.

C. Edgebanding for Plastic Laminate: Plastic laminate matching adjacent surfaces.

2.5 COLORS AND FINISHES

A. Plastic-Laminate Colors, Patterns, and Finishes: As selected by Architect from plastic-laminate manufacturer's full range.

2.6 CASEWORK HARDWARE AND ACCESSORIES

A. Hardware, General: Unless otherwise indicated, provide manufacturer's standard satin-finish, commercial-quality, heavy-duty hardware.

1. Use threaded metal or plastic inserts with machine screws for fastening to particleboard except where hardware is through-bolted from back side.

B. Frameless Concealed Hinges (European Type): BHMA A156.9, Type B01602, 100 degrees of opening, self-closing. Provide two hinges for doors less than 48 inches (1220 mm) high and provide three hinges for doors more than 48 inches (1220 mm) high.

C. Pulls: Solid chrome-plated brass wire pulls, fastened from back with two screws. Provide two pulls for drawers more than 24 inches (600 mm) wide.

D. Drawer Slides: BHMA A156.9, Type B05091.

E. Drawer and Hinged Door Locks: Cylindrical (cam) type, five-pin tumbler, brass with chrome-plated finish, and complying with BHMA A156.11, Grade 1.

PART 3 - EXECUTION

3.1 CASEWORK INSTALLATION

A. Grade: Install cabinets to comply with same grade as item to be installed.

B. Install casework level, plumb, and true; shim as required, using concealed shims. Where casework abuts other finished work, apply filler strips and scribe for accurate fit, with fasteners concealed where practical.

C. Base Cabinets: Set cabinets straight, level, and plumb. Adjust subtops within 1/16 inch (1.5 mm) of a single plane. Align similar adjoining doors and drawers to a tolerance of 1/16 inch (1.5 mm). Bolt adjacent cabinets together with joints flush, tight, and uniform.

D. Wall Cabinets: Hang cabinets straight, level, and plumb. Adjust fronts and bottoms within 1/16 inch (1.5 mm) of a single plane. Fasten to hanging strips, masonry, framing, wood blocking, or reinforcements in walls and partitions. Align similar adjoining doors to a tolerance of 1/16 inch (1.5 mm).

E. Fasten cabinets to adjacent cabinets and to masonry, framing, wood blocking, or reinforcements in walls and partitions to comply with the AWI's, AWMAC's, and WI's "Architectural Woodwork Standards."

F. Adjust casework and hardware so doors and drawers operate smoothly without warp or bind. Lubricate operating hardware as recommended by manufacturer.

3.2 CLEANING

A. Clean finished surfaces, touch up as required, and remove or refinish damaged or soiled areas to match original factory finish, as approved by Architect.

END OF SECTION 123216

SECTION 123623 - PLASTIC-LAMINATE-CLAD COUNTERTOPS

PART 1 - GENERAL

1.1 SUMMARY

A. Section includes plastic-laminate countertops.
B. Counter Braces

1.2 ACTION SUBMITTALS

A. Product Data: For each type of product.

B. Shop Drawings: Show location of each item, dimensioned plans and elevations, large-scale details, attachment devices, and other components.

C. Samples:

1. Plastic laminates, for each color, pattern, and surface finish.

1.3 INFORMATIONAL SUBMITTALS

A. Woodwork Quality Standard Compliance Certificates: AWI Quality Certification Program certificates.

1.4 QUALITY ASSURANCE

A. Fabricator Qualifications: Certified participant in AWI's Quality Certification Program.

1.5 FIELD CONDITIONS

A. Environmental Limitations: Do not deliver or install countertops until building is enclosed, wet work is complete, and HVAC system is operating and maintaining temperature and relative humidity at occupancy levels during the remainder of the construction period.

PART 2 - PRODUCTS

2.1 PLASTIC-LAMINATE COUNTERTOPS

A. Quality Standard: Unless otherwise indicated, comply with the "Architectural Woodwork Standards" for grades indicated for construction, installation, and other requirements.

B. Grade: Custom.

C. High-Pressure Decorative Laminate: NEMA LD 3, Grade HGS.

D. Colors, Patterns, and Finishes: Provide materials and products that result in colors and textures of exposed laminate surfaces complying with the following requirements:

1. As selected by Architect from manufacturer's full range in the following categories:

a. Solid colors with core same color as surface, matte finish.

E. Edge Treatment: Lumber edge for transparent finish matching wood species and cut on cabinet surfaces.

F. Core Material at Sinks: Medium-density fiberboard made with exterior glue or exterior-grade plywood.

G. Core Thickness: 3/4 inch (19 mm).

1. Build up countertop thickness to 1-1/2 inches (38 mm) at front, back, and ends with additional layers of core material laminated to top.

H. Backer Sheet: Provide plastic-laminate backer sheet, NEMA LD 3, Grade BKL, on underside of countertop substrate.

I. Paper Backing: Provide paper backing on underside of countertop substrate.

2.2 COUNTER BRACES

A. Iron Supports – Standard Front Mount Counter L Bracket. 14-inches deep by 10-inches high.

2.3 WOOD MATERIALS

A. Wood Products: Provide materials that comply with requirements of referenced quality standard unless otherwise indicated.

1. Wood Moisture Content: 5 to 10 percent.

B. Composite Wood and Agrifiber Products: Provide materials that comply with requirements of referenced quality standard for each type of woodwork and quality grade specified unless otherwise indicated.

1. Medium-Density Fiberboard: ANSI A208.2, Grade 130.
2. Particleboard: ANSI A208.1, Grade M-2.
3. Softwood Plywood: DOC PS 1.

2.4 FABRICATION

A. Fabricate countertops to dimensions, profiles, and details indicated. Provide front and end overhang of 1 inch (25 mm) over base cabinets.

B. Complete fabrication, including assembly, to maximum extent possible before shipment to Project site. Disassemble components only as necessary for shipment and installation. Where necessary for fitting at site, provide ample allowance for scribing, trimming, and fitting.

PART 3 - EXECUTION

3.1 PREPARATION

A. Before installation, condition countertops to average prevailing humidity conditions in installation areas.

3.2 INSTALLATION

A. Grade: Install countertops to comply with same grade as item to be installed.

B. Assemble countertops and complete fabrication at Project site to the extent that it was not completed in the shop.

1. Provide cutouts for appliances, plumbing fixtures, electrical work, and similar items.
2. Seal edges of cutouts by saturating with varnish.

C. Field Jointing: Prepare edges to be joined in shop so Project-site processing of top and edge surfaces is not required.

1. Secure field joints in plastic-laminate countertops with concealed clamping devices located within 6 inches (150 mm) of front and back edges and at intervals not exceeding 24 inches (600 mm). Tighten according to manufacturer's written instructions to exert a constant, heavy-clamping pressure at joints.

D. Install countertops level, plumb, true, and straight. Shim as required with concealed shims. Install level and plumb to a tolerance of 1/8 inch in 96 inches (3 mm in 2400 mm).

E. Scribe and cut countertops to fit adjoining work, refinish cut surfaces, and repair damaged finish at cuts.

F. Countertops: Anchor securely by screwing through corner blocks of base cabinets or other supports into underside of countertop.

1. Install countertops with no more than 1/8 inch in 96-inch (3 mm in 2400-mm) sag, bow, or other variation from a straight line.
2. Secure backsplashes to tops with concealed metal brackets at 16 inches (400 mm) o.c. and to walls with adhesive.
3. Seal junctures of tops, splashes, and walls with mildew-resistant silicone sealant or another permanently elastic sealing compound recommended by countertop material manufacturer.
4. Fasten braces by screwing through predrilled holes into wood blocking installed behind the drywall. Fasten braces to plywood spacer strips by screwing through the predrilled holes into the plywood. Use screws by brace manufacture colored to match brace.

END OF SECTION 123623

Isle of Wight Schedule

Column1	16-Nov	23-Nov	30-Nov	7-Dec	14-Dec	21-Dec	28-Dec	4-Jan	11-Jan	18-Jan	25-Jan	1-Feb	8-Feb	15-Feb	22-Feb
Demo/general															
Demo/concrete															
Demo Flooring															
Plumbing/ground															
Framing															
Electrical Rough															
Plumbing Rough															
Low Voltage															
Insulation															
HVAC Rough															
Drywall/Skim															
Doors/Frames															
Prime WallsFrames															
Ceiling Grid															
Hardware Install															
Final Paint															
MEP trim															
ACT install															
Flooring															
Final Clean															