

Drivers Ed. Parking Building

New Building

Morgan School District

Morgan, Utah

JOB #2036

February 26, 2021

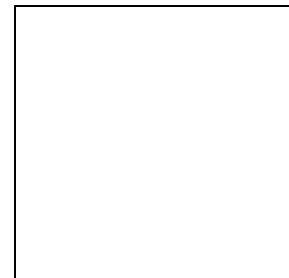


ARCHITECTS

1708 EAST 5550 SOUTH SUITE #20

SOUTH OGDEN, UT 84403

(801)392-6882



Advertisement to Bid

2021 Drivers Education Covered Parking Building

Morgan School District

RECEIPT OF BIDS: Sealed bids will be received at the Morgan School District Offices, 67 North 200 East Morgan, Utah 84050 until 12:00 pm, Thursday March 11th, 2021, for the 2021 Drivers Education Covered Parking Building Project. Morgan School District Office Hours are: Monday – Friday 7:00am-4:00pm .

DESCRIPTION OF WORK: The work consists of but, is not limited to construction of new 25'-0" X 120'-0" covered parking building. Building will be constructed with conventional wood construction with pre-engineered wood roof trusses.

LOCATION OF WORK: The work is located at Morgan School District Maintenance Lot located at approximately 191 East 100 North Morgan Utah 84050 next to Morgan Family Dental.

COMPLETION OF WORK: All work covered by the contract documents shall be completed by Friday June 25th 2021. Contractor will receive Notice To Proceed no later than end of business Friday March 12, 2021.

OPENING OF BIDS: The bids will be publicly opened at 12:00 pm, Thursday March 11th, 2021, at the above mentioned Morgan School District Offices, 67 North 200 East Morgan, Utah 84050.

OBTAINING CONTRACT DOCUMENTS: Electronic (pdf) Contract Documents may be obtained at the office of Ridgeline Design Architects, 1708 East 5550 South Suite # 20, South Ogden, UT on or after Friday February 26, 2021.

SITE VISIT: There will be a mandatory site visit at 10:00 am on Monday March 1, 2021.

WAITING PERIOD BEFORE AWARD: A Waiting period of 7 calendar days from the date of opening of bids to award of contract may be required. Bidder shall assume full responsibility for and shall guarantee the bid price during this period and make certain the time period is stated and does not restrict the proposal guarantee.

PROJECT ADMINISTRATION: All questions relative to this project prior to the opening of bids, shall be directed to the Project Manager. Jason Ball at Ridgeline Design Architects (801)392-6882.

OWNER'S RIGHTS RESERVED: Morgan School District reserves the right to reject any or all bids, to waive any informality in a bid, and to make awards in the interest of the Morgan School District.

BID SECURITY: Each bid shall be accompanied by a certified check, cashier's check or bid bond in the amount of five percent (5%) of the total bid price payable to MORGAN SCHOOL DISTRICT as a guarantee that the bidder, if his bid is accepted, will promptly execute the Contract, secure payment of worker's compensation insurance and furnish a satisfactory, faithful performance bond in the amount of one hundred percent (100%) of the contract price and a payment bond in the amount of one hundred (100%) of the contract price.

Dated this 17th day of February 2021.

By: Scott McMillan, Business Administrator
Morgan School District

Published: Friday February 19th & 26th 2021.

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Not Used

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Not Used

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Not Used

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Not Used

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Not Used

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Not Used

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Not Used

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SECTION 011000 - SUMMARY

PART 1 - GENERAL

1.1 SUMMARY

A. Section Includes:

1. Access to site.
2. Coordination with occupants.
3. Work restrictions.
4. Specification and drawing conventions.

1.2 PROJECT INFORMATION

A. Project Identification: Driver Ed. Parking Building.

B. Project Location: Approximately 191 East 100 North .
Morgan, Utah 84050.C. Owner: Morgan School District
67 North 200 East
Morgan, Utah 84050

1. Owner's Representative: Scott McMillan, Bussiness Administrator

D. Architect: Wesley G. Stonehocker
Ridgeline Design Architects
1708 East 5550 South Ste 20
South Ogden, Utah 84403

1. Project Manager: Jason Ball, Partner

1.3 ACCESS TO SITE

A. General: Contractor shall have limited use of Project site for construction operations as indicated on Drawings by the Contract limits and as indicated by requirements of this Section.

B. Use of Site: Limit use of Project site to work in areas indicated. Do not disturb portions of Project site beyond areas in which the Work is indicated.

1. Limits: Confine construction operations to area and corridor to exterior staging area.
2. Driveways, Walkways and Entrances: Keep driveways loading areas and entrances serving premises clear and available to Owner, Owner's employees, and emergency vehicles at all times. Do not use these areas for parking or storage of materials.

- a. Schedule deliveries to minimize use of driveways and entrances by construction operations.
- b. Schedule deliveries to minimize space and time requirements for storage of materials and equipment on-site.

1.4 COORDINATION WITH OCCUPANTS

- A. Full Owner Occupancy: Owner will occupy site and existing building(s) during entire construction period. Cooperate with Owner during construction operations to minimize conflicts and facilitate Owner usage. Perform the Work so as not to interfere with Owner's day-to-day operations. Maintain existing exits unless otherwise indicated.
 1. Maintain access to existing walkways, corridors, and other adjacent occupied or used facilities. Do not close or obstruct walkways, corridors, or other occupied or used facilities without written permission from Owner and approval of authorities having jurisdiction.
 2. Notify Owner not less than 24 hours in advance of activities that will affect Owner's operations.

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 in the existing building to normal business working hours of 7:00 a.m. to 6:00 p.m., Monday through Saturday, unless otherwise indicated.
- C. Existing Utility Interruptions: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after providing temporary utility services according to requirements indicated:
 1. Notify Architect and Owner not less than two days in advance of proposed utility interruptions.
 2. Obtain Architect's and Owner's written permission before proceeding with utility interruptions.
- D. Noise, Vibration, and Odors: Coordinate operations that may result in high levels of noise and vibration, odors, or other disruption to Owner occupancy with Owner.
 1. Notify Architect and Owner not less than days in advance of proposed disruptive operations.
 2. Obtain Architect's and Owner's written permission before proceeding with disruptive operations.
- E. Controlled Substances: Use of tobacco products and other controlled substances within the existing building 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 the Specifications. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.
 2. Specification requirements are to be performed by Contractor unless specifically stated otherwise.
- B. Division 01 General Requirements: Requirements of Sections in Division 01 apply to the Work of all Sections in the Specifications.
- C. Drawing Coordination: Requirements for materials and products identified on Drawings are described in detail in the Specifications. One or more of the following are used on Drawings to identify materials and products:
1. Terminology: Materials and products are identified by the typical generic terms used in the individual Specifications Sections.
 2. Abbreviations: Materials and products are identified by abbreviations published as part of the U.S. National CAD Standard.
 3. Keynoting: Materials and products are identified by reference keynotes referencing Specification Section numbers found in this Project Manual.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 011000

SECTION 012000 - PRICE AND PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 ALLOWANCES

- A. Allowances shall include cost to Contractor of specific products and materials ordered by Owner under allowance and shall include taxes, freight, and delivery to Project site. Include the following allowances in the Contract Sum:
 - 1. Face Brick Allowance: Allow the sum of \$12.00 per Square foot for the purchase and delivery of face brick, as specified in Division 04 Section "Unit Masonry."
- B. Obtain two proposals for each allowance and submit to Architect with recommendations. Purchase products selected by Architect.
- C. Advise Architect of the date when selection and purchase of each product or system described by an allowance must be completed to avoid delaying the Work.
- D. Submit invoices to show cost of products furnished under each allowance. Reconciliation of Allowance amounts with actual costs will be by Change Order.

1.2 CONTRACT MODIFICATION PROCEDURES

- A. On Owner's approval of a proposal from Contractor on AIA Document G709, Architect will issue a Change Order on AIA Document G701, for all changes to the Contract Sum or the Contract Time.
- B. When Owner and Contractor disagree on the terms of a proposal, Architect may issue a Construction Change Directive on AIA Document G714, instructing Contractor to proceed with the change, for subsequent inclusion in a Change Order. Construction Change Directive will contain a description of the change and designate the method to be followed to determine changes to the Contract Sum or the Contract Time.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION (Not Applicable)

END OF SECTION 012200

SECTION 012500 - SUBSTITUTION PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for substitutions.
- B. Related Requirements:
 - 1. Section 016000 "Product Requirements" for requirements for submitting comparable product submittals for products by listed manufacturers.

1.2 DEFINITIONS

- A. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.

1.3 ACTION SUBMITTALS

- A. Substitution Requests: Submit three copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.
 - 1. Substitution Request Form: Use CSI Form 13.1A.
 - 2. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
 - a. Statement indicating why specified product or fabrication or installation cannot be provided, if applicable.
 - b. Coordination information, including a list of changes or revisions needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution.
 - c. Detailed comparison of significant qualities of proposed substitution with those of the Work specified. Include annotated copy of applicable Specification Section. Significant qualities may include attributes such as performance, weight, size, durability, visual effect, sustainable design characteristics, warranties, and specific features and requirements indicated. Indicate deviations, if any, from the Work specified.
 - d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
 - e. Samples, where applicable or requested.
 - f. Certificates and qualification data, where applicable or requested.
 - g. List of similar installations for completed projects with project names and addresses and names and addresses of architects and owners.
 - h. Material test reports from a qualified testing agency indicating and interpreting test results for compliance with requirements indicated.

- i. Research reports evidencing compliance with building code in effect for Project, from ICC-ES.
 - j. Detailed comparison of Contractor's construction schedule using proposed substitution with products specified for the Work, including effect on the overall Contract Time. If specified product or method of construction cannot be provided within the Contract Time, include letter from manufacturer, on manufacturer's letterhead, stating date of receipt of purchase order, lack of availability, or delays in delivery.
 - k. Cost information, including a proposal of change, if any, in the Contract Sum.
 - l. Contractor's certification that proposed substitution complies with requirements in the Contract Documents except as indicated in substitution request, is compatible with related materials, and is appropriate for applications indicated.
 - m. Contractor's waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.
3. Architect's Action: If necessary, Architect will request additional information or documentation for evaluation within seven days of receipt of a request for substitution. Architect will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or seven days of receipt of additional information or documentation, whichever is later.
- a. Forms of Acceptance: Change Order, Construction Change Directive, or Architect's Supplemental Instructions for minor changes in the Work.
 - b. Use product specified if Architect does not issue a decision on use of a proposed substitution within time allocated.

1.4 QUALITY ASSURANCE

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

PART 2 - PRODUCTS

2.1 SUBSTITUTIONS

- A. Substitutions for Cause: Submit requests for substitution immediately on discovery of need for change, but not later than 15 days prior to time required for preparation and review of related submittals.
1. Conditions: Architect will consider Contractor's request for substitution when the following conditions are satisfied:
 - a. Requested substitution is consistent with the Contract Documents and will produce indicated results.
 - b. Requested substitution will not adversely affect Contractor's construction schedule.

- c. Requested substitution has received necessary approvals of authorities having jurisdiction.
- d. Requested substitution is compatible with other portions of the Work.
- e. Requested substitution has been coordinated with other portions of the Work.
- f. Requested substitution provides specified warranty.
- g. If requested substitution involves more than one contractor, requested substitution has been coordinated with other portions of the Work, is uniform and consistent, is compatible with other products, and is acceptable to all contractors involved.

B. Substitutions for Convenience: Not allowed.

PART 3 - EXECUTION (Not Used)

END OF SECTION 012500

SECTION 012900 - PAYMENT PROCEDURES

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.
- B. Related Requirements:
 - 1. Section 012200 "Unit Prices" for administrative requirements governing the use of unit prices.
 - 2. Section 012600 "Contract Modification Procedures" for administrative procedures for handling changes to the Contract.
 - 3. Section 013200 "Construction Progress Documentation" for administrative requirements governing the preparation and submittal of the Contractor's construction schedule.

1.2 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the schedule of values with preparation of Contractor's construction schedule.
 - 1. Coordinate line items in the schedule of values with other required administrative forms and schedules, including the following:
 - a. Application for Payment forms with continuation sheets.
 - b. Submittal schedule.
 - c. Items required to be indicated as separate activities in Contractor's construction schedule.
 - 2. Submit the schedule of values to Architect at earliest possible date but no later than seven days before the date scheduled for submittal of initial Applications for Payment.
 - 3. Subschedules for Phased Work: Where the Work is separated into phases requiring separately phased payments, provide subschedules showing values coordinated with each phase of payment.
- B. Format and Content: Use Project Manual table of contents as a guide to establish line items for the schedule of values. Provide at least one line item for each Specification Section.
 - 1. Identification: Include the following Project identification on the schedule of values:
 - a. Project name and location.
 - b. Name of Architect.
 - c. Architect's project number.
 - d. Contractor's name and address.
 - e. Date of submittal.

2. Arrange schedule of values consistent with format of AIA Document G703.
3. Provide a breakdown of the Contract Sum in enough detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with Project Manual table of contents. Provide multiple line items for principal subcontract amounts in excess of five percent of the Contract Sum.
 - a. Include separate line items under Contractor and principal subcontracts for Project closeout requirements in an amount totaling five percent of the Contract Sum and subcontract amount.
4. Round amounts to nearest whole dollar; total shall equal the Contract Sum.
5. Provide a separate line item in the schedule of values for each part of the Work where Applications for Payment may include materials or equipment purchased or fabricated and stored, but not yet installed.
6. Provide separate line items in the schedule of values for initial cost of materials, for each subsequent stage of completion, and for total installed value of that part of the Work.
7. Allowances: Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances, as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
8. Each item in the schedule of values and Applications for Payment shall be complete. Include total cost and proportionate share of general overhead and profit for each item.
 - a. Temporary facilities and other major cost items that are not direct cost of actual work-in-place may be shown either as separate line items in the schedule of values or distributed as general overhead expense, at Contractor's option.
9. Schedule Updating: Update and resubmit the schedule of values before the next Applications for Payment when Change Orders or Construction Change Directives result in a change in the Contract Sum.

1.3 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
 1. Initial Application for Payment, Application for Payment at time of Substantial Completion, and final Application for Payment involve additional requirements.
- B. Payment Application Times: The date for each progress payment is indicated in the Agreement between Owner and Contractor. The period of construction work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment Application Times: Submit Application for Payment to Architect by the 5th of the month. The period covered by each Application for Payment is one month, ending on the last day of the month.
- D. Application for Payment Forms: Use AIA Document G702 and AIA Document G703 as form for Applications for Payment.

- E. Application for Payment Forms: Use forms acceptable to Owner and Architect for Applications for Payment. Sample copies are included in Project Manual.
- F. Application Preparation: Complete every entry on form. Notarize and execute by a person authorized to sign legal documents on behalf of Contractor. Architect will return incomplete applications without action.
1. Entries shall match data on the schedule of values and Contractor's construction schedule. Use updated schedules if revisions were made.
 2. Include amounts of Change Orders and Construction Change Directives issued before last day of construction period covered by application.
- G. Transmittal: Submit three signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- H. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's lien from entities lawfully entitled to file a mechanic's lien arising out of the Contract and related to the Work covered by the payment.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 2. When an application shows completion of an item, submit conditional final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Forms: Submit executed waivers of lien on forms acceptable to Owner.
- I. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
 2. Schedule of values.
 3. Sustainable design submittal for project materials cost data.
 4. Contractor's construction schedule (preliminary if not final).
 5. Sustainable design action plans.
 6. Schedule of unit prices.
 7. Submittal schedule (preliminary if not final).
 8. List of Contractor's staff assignments.
 9. List of Contractor's principal consultants.
 10. Copies of building permits.
 11. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 12. Initial progress report.
 13. Report of preconstruction conference.
 14. Certificates of insurance and insurance policies.

- J. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 2. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
- K. Final Payment Application: After completing Project closeout requirements, submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
 2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
 3. Updated final statement, accounting for final changes to the Contract Sum.
 4. AIA Document G706-1994, "Contractor's Affidavit of Payment of Debts and Claims."
 5. AIA Document G706A-1994, "Contractor's Affidavit of Release of Liens."
 6. AIA Document G707-1994, "Consent of Surety to Final Payment."
 7. Evidence that claims have been settled.
 8. Final meter readings for utilities, a measured record of stored fuel, and similar data as of date of Substantial Completion or when Owner took possession of and assumed responsibility for corresponding elements of the Work.
 9. Final liquidated damages settlement statement.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 012900

SECTION 013200 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:
 - 1. Contractor's construction schedule.
 - 2. Construction schedule updating reports.
 - 3. Daily construction reports.
 - 4. Site condition reports.

1.2 DEFINITIONS

- A. Activity: A discrete part of a project that can be identified for planning, scheduling, monitoring, and controlling the construction project. Activities included in a construction schedule consume time and resources.
 - 1. Critical Activity: An activity on the critical path that must start and finish on the planned early start and finish times.
 - 2. Predecessor Activity: An activity that precedes another activity in the network.
 - 3. Successor Activity: An activity that follows another activity in the network.
- B. CPM: Critical path method, which is a method of planning and scheduling a construction project where activities are arranged based on activity relationships. Network calculations determine when activities can be performed and the critical path of Project.

1.3 INFORMATIONAL SUBMITTALS

- A. Format for Submittals: Submit required submittals in the following format:
 - 1. Working electronic copy of schedule file, where indicated.
 - 2. PDF electronic file.
 - 3. Two paper copies.
- B. Startup Network Diagram: Of size required to display entire network for entire construction period. Show logic ties for activities.
- C. Contractor's Construction Schedule: Initial schedule, of size required to display entire schedule for entire construction period.
 - 1. Submit a working electronic copy of schedule, using software indicated, and labeled to comply with requirements for submittals. Include type of schedule (initial or updated) and date on label.

- D. CPM Reports: Concurrent with CPM schedule, submit each of the following reports. Format for each activity in reports shall contain activity number, activity description, original duration, remaining duration, early start date, early finish date, late start date, late finish date, and total float in calendar days.
1. Activity Report: List of all activities sorted by activity number and then early start date, or actual start date if known.
 2. Logic Report: List of preceding and succeeding activities for all activities, sorted in ascending order by activity number and then early start date, or actual start date if known.
 3. Total Float Report: List of all activities sorted in ascending order of total float.
 4. Earnings Report: Compilation of Contractor's total earnings from the Notice to Proceed until most recent Application for Payment.
- E. Construction Schedule Updating Reports: Submit with Applications for Payment.
- F. Daily Construction Reports: Submit at weekly intervals.
- G. Site Condition Reports: Submit at time of discovery of differing conditions.

1.4 COORDINATION

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

PART 2 - PRODUCTS

2.1 CONTRACTOR'S CONSTRUCTION SCHEDULE, GENERAL

- A. Time Frame: Extend schedule from date established for the Notice to Proceed to date of Substantial Completion.
1. Contract completion date shall not be changed by submission of a schedule that shows an early completion date, unless specifically authorized by Change Order.
- B. Activities: Treat each story or separate area as a separate numbered activity for each main element of the Work. Comply with the following:
1. Activity Duration: Define activities so no activity is longer than 20 days, unless specifically allowed by Architect.
 2. Procurement Activities: Include procurement process activities for the following long lead items and major items, requiring a cycle of more than 60 days, as separate activities in schedule. Procurement cycle activities include, but are not limited to, submittals, approvals, purchasing, fabrication, and delivery.

- a. Mechanical unit.
 3. Submittal Review Time: Include review and resubmittal times indicated in Section 013300 "Submittal Procedures" in schedule. Coordinate submittal review times in Contractor's construction schedule with submittal schedule.
 4. Startup and Testing Time: Include no fewer than 15 days for startup and testing.
 5. Substantial Completion: Indicate completion in advance of date established for Substantial Completion, and allow time for Architect's administrative procedures necessary for certification of Substantial Completion.
 6. Punch List and Final Completion: Include not more than 30 days for completion of punch list items and final completion.
- C. Constraints: Include constraints and work restrictions indicated in the Contract Documents and as follows in schedule, and show how the sequence of the Work is affected.
1. Phasing: Arrange list of activities on schedule by phase.
 2. Work under More Than One Contract: Include a separate activity for each contract.
 3. Work by Owner: Include a separate activity for each portion of the Work performed by Owner.
 4. Work Restrictions: Show the effect of the following items on the schedule:
 - a. Coordination with existing construction.
 - b. Limitations of continued occupancies.
 - c. Uninterruptible services.
 - d. Partial occupancy before Substantial Completion.
 - e. Use of premises restrictions.
 - f. Provisions for future construction.
 - g. Seasonal variations.
 - h. Environmental control.
 5. Work Stages: Indicate important stages of construction for each major portion of the Work.
- D. Milestones: Include milestones indicated in the Contract Documents in schedule, including, but not limited to, the Notice to Proceed, Substantial Completion, and final completion.
- E. Upcoming Work Summary: Prepare summary report indicating activities scheduled to occur or commence prior to submittal of next schedule update. Summarize the following issues:
1. Unresolved issues.
 2. Unanswered Requests for Information.
 3. Rejected or unreturned submittals.
 4. Notations on returned submittals.
 5. Pending modifications affecting the Work and Contract Time.
- F. Recovery Schedule: When periodic update indicates the Work is 14 or more calendar days behind the current approved schedule, submit a separate recovery schedule indicating means by which Contractor intends to regain compliance with the schedule.
- G. Computer Scheduling Software: Prepare schedules using current version of a program that has been developed specifically to manage construction schedules.

1. Use Microsoft Project, or Primavera operating system.

2.2 CONTRACTOR'S CONSTRUCTION SCHEDULE (GANTT CHART)

- A. Gantt-Chart Schedule: Submit a comprehensive, fully developed, horizontal, Gantt-chart-type, Contractor's construction schedule within 30 days of date established for the Notice to Proceed.
- B. Preparation: Indicate each significant construction activity separately. Identify first workday of each week with a continuous vertical line.
 1. For construction activities that require three months or longer to complete, indicate an estimated completion percentage in 10 percent increments within time bar.

2.3 CONTRACTOR'S CONSTRUCTION SCHEDULE (CPM SCHEDULE)

- A. General: Prepare network diagrams using AON (activity-on-node) format.
- B. Startup Network Diagram: Submit diagram within 14 days of date established for the Notice to Proceed. Outline significant construction activities for the first 90 days of construction. Include skeleton diagram for the remainder of the Work and a cash requirement prediction based on indicated activities.
- C. CPM Schedule: Prepare Contractor's construction schedule using a time-scaled CPM network analysis diagram for the Work.
 1. Develop network diagram in sufficient time to submit CPM schedule so it can be accepted for use no later than 60 days after date established for the Notice to Proceed.
 - a. Failure to include any work item required for performance of this Contract shall not excuse Contractor from completing all work within applicable completion dates, regardless of Architect's approval of the schedule.
 2. Establish procedures for monitoring and updating CPM schedule and for reporting progress. Coordinate procedures with progress meeting and payment request dates.
 3. Use "one workday" as the unit of time for individual activities. Indicate nonworking days and holidays incorporated into the schedule in order to coordinate with the Contract Time.
- D. CPM Schedule Preparation: Prepare a list of all activities required to complete the Work. Using the startup network diagram, prepare a skeleton network to identify probable critical paths.
 1. Activities: Indicate the estimated time duration, sequence requirements, and relationship of each activity in relation to other activities. Include estimated time frames for the following activities:
 - a. Preparation and processing of submittals.
 - b. Mobilization and demobilization.
 - c. Purchase of materials.
 - d. Delivery.
 - e. Fabrication.

- f. Utility interruptions.
 - g. Installation.
 - h. Work by Owner that may affect or be affected by Contractor's activities.
 - i. Testing.
 - j. Punch list and final completion.
 - k. Activities occurring following final completion.
2. Critical Path Activities: Identify critical path activities, including those for interim completion dates. Scheduled start and completion dates shall be consistent with Contract milestone dates.
 3. Processing: Process data to produce output data on a computer-drawn, time-scaled network. Revise data, reorganize activity sequences, and reproduce as often as necessary to produce the CPM schedule within the limitations of the Contract Time.
 4. Format: Mark the critical path. Locate the critical path near center of network; locate paths with most float near the edges.
 - a. Subnetworks on separate sheets are permissible for activities clearly off the critical path.
- E. Contract Modifications: For each proposed contract modification and concurrent with its submission, prepare a time-impact analysis using a network fragment to demonstrate the effect of the proposed change on the overall project schedule.
- F. Initial Issue of Schedule: Prepare initial network diagram from a sorted activity list indicating straight "early start-total float." Identify critical activities. Prepare tabulated reports showing the following:
1. Contractor or subcontractor and the Work or activity.
 2. Description of activity.
 3. Main events of activity.
 4. Immediate preceding and succeeding activities.
 5. Early and late start dates.
 6. Early and late finish dates.
 7. Activity duration in workdays.
 8. Total float or slack time.
 9. Average size of workforce.
 10. Dollar value of activity (coordinated with the schedule of values).
- G. Schedule Updating: Concurrent with making revisions to schedule, prepare tabulated reports showing the following:
1. Identification of activities that have changed.
 2. Changes in early and late start dates.
 3. Changes in early and late finish dates.
 4. Changes in activity durations in workdays.
 5. Changes in the critical path.
 6. Changes in total float or slack time.
 7. Changes in the Contract Time.

2.4 REPORTS

- A. Daily Construction Reports: Prepare a daily construction report recording the following information concerning events at Project site:
1. List of subcontractors at Project site.
 2. List of separate contractors at Project site.
 3. Approximate count of personnel at Project site.
 4. Equipment at Project site.
 5. Material deliveries.
 6. High and low temperatures and general weather conditions, including presence of rain or snow.
 7. Accidents.
 8. Meetings and significant decisions.
 9. Unusual events.
 10. Stoppages, delays, shortages, and losses.
 11. Meter readings and similar recordings.
 12. Emergency procedures.
 13. Orders and requests of authorities having jurisdiction.
 14. Change Orders received and implemented.
 15. Construction Change Directives received and implemented.
 16. Services connected and disconnected.
 17. Equipment or system tests and startups.
 18. Partial completions and occupancies.
 19. Substantial Completions authorized.
- B. Site Condition Reports: Immediately on discovery of a difference between site conditions and the Contract Documents, prepare and submit a detailed report. Submit with a Request for Information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

PART 3 - EXECUTION

3.1 CONTRACTOR'S CONSTRUCTION SCHEDULE

- A. Contractor's Construction Schedule Updating: At bi-monthly intervals, update schedule to reflect actual construction progress and activities. Issue schedule one week before each regularly scheduled progress meeting.
1. Revise schedule immediately after each meeting or other activity where revisions have been recognized or made. Issue updated schedule concurrently with the report of each such meeting.
 2. Include a report with updated schedule that indicates every change, including, but not limited to, changes in logic, durations, actual starts and finishes, and activity durations.
 3. As the Work progresses, indicate final completion percentage for each activity.
- B. Distribution: Distribute copies of approved schedule to Architect/Owner, separate contractors, testing and inspecting agencies, and other parties identified by Contractor with a need-to-know schedule responsibility.

1. Post copies in Project meeting rooms and temporary field offices.
2. When revisions are made, distribute updated schedules to the same parties and post in the same locations. Delete parties from distribution when they have completed their assigned portion of the Work and are no longer involved in performance of construction activities.

END OF SECTION 013200

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.
- B. Related Requirements:
 - 1. Section 013200 "Construction Progress Documentation" for submitting schedules and reports, including Contractor's construction schedule.
 - 2. Section 017823 "Operation and Maintenance Data" for submitting operation and maintenance manuals.
 - 3. Section 017839 "Project Record Documents" for submitting record Drawings, record Specifications, and record Product Data.

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: Electronic copies of digital data files of the Contract Drawings will be provided by Architect for Contractor's use in preparing submittals.
 - 1. Architect will furnish Contractor one set of digital data drawing files of the Contract Drawings for use in preparing Shop Drawings and Project record drawings.
 - a. Architect makes no representations as to the accuracy or completeness of digital data drawing files as they relate to the Contract Drawings.

- b. Contractor shall execute a data licensing agreement in the form of Agreement form acceptable to Owner and Architect.
- 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. Paper Submittals: Place a permanent label or title block on each submittal item for identification.
 1. Indicate name of firm or entity that prepared each submittal on label or title block.
 2. Provide a space approximately 6 by 8 inches on label or beside title block to record Contractor's review and approval markings and action taken by Architect.
 3. Include the following information for processing and recording action taken:
 - a. Project name.
 - b. Date.
 - c. Name of Architect.
 - d. Name of Construction Manager.
 - e. Name of Contractor.
 - f. Name of subcontractor.
 - g. Name of supplier.
 - h. Name of manufacturer.
 - i. Submittal number or other unique identifier, including revision identifier.
 - 1) Submittal number shall use Specification Section number followed by a decimal point and then a sequential number (e.g., 061000.01). Resubmittals shall include an alphabetic suffix after another decimal point (e.g., 061000.01.A).
 - j. Number and title of appropriate Specification Section.

- k. Drawing number and detail references, as appropriate.
 - l. Location(s) where product is to be installed, as appropriate.
 - m. Other necessary identification.
4. Additional Paper Copies: Unless additional copies are required for final submittal, and unless Architect observes noncompliance with provisions in the Contract Documents, initial submittal may serve as final submittal.
- a. Submit one copy of submittal to concurrent reviewer in addition to specified number of copies to Architect.
5. Transmittal for Paper Submittals: Assemble each submittal individually and appropriately for transmittal and handling. Transmit each submittal using a transmittal form. Architect will return without review submittals received from sources other than Contractor.
- a. Transmittal Form for Paper Submittals: Use AIA Document G810.
 - b. Transmittal Form for Paper Submittals: Provide locations on form for the following information:
 - 1) Project name.
 - 2) Date.
 - 3) Destination (To:).
 - 4) Source (From:).
 - 5) Name and address of Architect.
 - 6) Name of Construction Manager.
 - 7) Name of Contractor.
 - 8) Name of firm or entity that prepared submittal.
 - 9) Names of subcontractor, manufacturer, and supplier.
 - 10) Category and type of submittal.
 - 11) Submittal purpose and description.
 - 12) Specification Section number and title.
 - 13) Specification paragraph number or drawing designation and generic name for each of multiple items.
 - 14) Drawing number and detail references, as appropriate.
 - 15) Indication of full or partial submittal.
 - 16) Transmittal number, numbered consecutively.
 - 17) Submittal and transmittal distribution record.
 - 18) Remarks.
 - 19) Signature of transmitter.
- E. 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 software-generated form from electronic project management software 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, numbered consecutively.
 - q. Submittal and transmittal distribution record.
 - r. Other necessary identification.
 - s. Remarks.
 5. Metadata: Include the following information as keywords in the electronic submittal file metadata:
 - a. Project name.
 - b. Number and title of appropriate Specification Section.
 - c. Manufacturer name.
 - d. Product name.
- F. Options: Identify options requiring selection by Architect.
- G. Deviations: Identify deviations from the Contract Documents on submittals.
- H. Resubmittals: Make resubmittals in same form and number of copies as initial submittal.
1. Note date and content of previous submittal.
 2. Note date and content of revision in label or title block and clearly indicate extent of revision.
 3. Resubmit submittals until they are marked with approval notation from Architect's action stamp.

- I. Distribution: Furnish copies of final submittals to manufacturers, subcontractors, suppliers, fabricators, installers, authorities having jurisdiction, and others as necessary for performance of construction activities. Show distribution on transmittal forms.
- J. Use for Construction: Retain complete copies of submittals on Project site. Use only final action submittals that are marked with approval notation from Architect's action stamp.

PART 2 - PRODUCTS

2.1 SUBMITTAL PROCEDURES

A. General Submittal Procedure Requirements:

1. Post electronic submittals as PDF electronic files directly to Project Web site specifically established for Project.
 - a. Architect will return annotated file. Annotate and retain one copy of file as an electronic Project record document file.
2. 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.
3. Action Submittals: Submit three paper copies of each submittal unless otherwise indicated. Architect will return two copies.
4. Informational Submittals: Submit two paper copies of each submittal unless otherwise indicated. Architect will not return copies.
5. Certificates and Certifications Submittals: Provide a statement that includes signature of entity responsible for preparing certification. Certificates and certifications shall be signed by an officer or other individual authorized to sign documents on behalf of that entity.
 - a. Provide a digital signature with digital certificate on electronically-submitted certificates and certifications where indicated.
 - b. Provide a notarized statement on original paper copy certificates and certifications where indicated.

B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.

1. If information must be specially prepared for submittal because standard published data are not suitable for use, submit as Shop Drawings, not as Product Data.
2. Mark each copy of each submittal to show which products and options are applicable.
3. Include the following information, as applicable:
 - a. Manufacturer's catalog cuts.
 - b. Manufacturer's product specifications.
 - c. Standard color charts.

- d. Statement of compliance with specified referenced standards.
 - e. Testing by recognized testing agency.
 - f. Application of testing agency labels and seals.
 - g. Notation of coordination requirements.
 - h. Availability and delivery time information.
4. For equipment, include the following in addition to the above, as applicable:
 - a. Wiring diagrams showing factory-installed wiring.
 - b. Printed performance curves.
 - c. Operational range diagrams.
 - d. Clearances required to other construction, if not indicated on accompanying Shop Drawings.
 5. Submit Product Data before or concurrent with Samples.
 6. Submit Product Data in the following format:
 - a. PDF electronic file.
 - b. Three paper copies of Product Data unless otherwise indicated. Architect will return two copies.
- C. Shop Drawings: Prepare Project-specific information, drawn accurately to scale. Do not base Shop Drawings on reproductions of the Contract Documents or standard printed data.
1. Preparation: Fully illustrate requirements in the Contract Documents. Include the following information, as applicable:
 - a. Identification of products.
 - b. Schedules.
 - c. Compliance with specified standards.
 - d. Notation of coordination requirements.
 - e. Notation of dimensions established by field measurement.
 - f. Relationship and attachment to adjoining construction clearly indicated.
 - g. Seal and signature of professional engineer if specified.
 2. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit Shop Drawings on sheets at least 8-1/2 by 11 inches , but no larger than 30 by 42 inches.
 3. Submit Shop Drawings in the following format:
 - a. PDF electronic file.
 - b. Two opaque (bond) copies of each submittal. Architect will return one copy.
 - c. Three opaque copies of each submittal. Architect will retain two copies; remainder will be returned.
- 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(s) 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 three sets of Samples. Architect will retain two Sample sets; remainder will be returned. Mark up and retain one returned Sample set as a project record sample.
 - 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.
 - b. Three paper copies of product schedule or list unless otherwise indicated. Architect will return two copies.

- F. Coordination Drawings Submittals: Comply with requirements specified in Section 013100 "Project Management and Coordination."
- G. Contractor's Construction Schedule: Comply with requirements specified in Section 013200 "Construction Progress Documentation."
- H. Application for Payment and Schedule of Values: Comply with requirements specified in Section 012900 "Payment Procedures."
- I. Test and Inspection Reports and Schedule of Tests and Inspections Submittals: Comply with requirements specified in Section 014000 "Quality Requirements."
- J. Closeout Submittals and Maintenance Material Submittals: Comply with requirements specified in Section 017700 "Closeout Procedures."
- K. Maintenance Data: Comply with requirements specified in Section 017823 "Operation and Maintenance Data."
- L. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or person. Include lists of completed projects with project names and addresses, contact information of architects and owners, and other information specified.
- M. 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.
- N. 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.
- O. 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.
- P. Product Certificates: Submit written statements on manufacturer's letterhead certifying that product complies with requirements in the Contract Documents.
- Q. Material Certificates: Submit written statements on manufacturer's letterhead certifying that material complies with requirements in the Contract Documents.
- R. 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.
- S. 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.

- T. 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.
- U. Schedule of Tests and Inspections: Comply with requirements specified in Section 014000 "Quality Requirements."
- V. 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.
- W. 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.
- X. 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.
- Y. 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 three paper copies of certificate, signed and sealed by the responsible design professional, for each product and system specifically assigned to Contractor to be designed or certified by a design professional.
 - 1. Indicate that products and systems comply with performance and design criteria in the Contract Documents. Include list of codes, loads, and other factors used in performing these services.

PART 3 - EXECUTION

3.1 CONTRACTOR'S REVIEW

- A. Action and Informational Submittals: Review each submittal and check for coordination with other Work of the Contract and for compliance with the Contract Documents. Note corrections and field dimensions. Mark with approval stamp before submitting to Architect.
- B. Project Closeout and Maintenance Material Submittals: See requirements in Section 017700 "Closeout Procedures."
- C. Approval Stamp: Stamp each submittal with a uniform, approval stamp. Include Project name and location, submittal number, Specification Section title and number, name of reviewer, date of Contractor's approval, and statement certifying that submittal has been reviewed, checked, and approved for compliance with the Contract Documents.

3.2 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
 - 1. **As** note on architects stamp.
- 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 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 not be considered.
 - 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 not be considered.
 - 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 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.
- B. 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.
 2. Three paper copies. Include a complete operation and maintenance directory. Enclose title pages and directories in clear plastic sleeves. Architect will return two copies.
- C. Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and at least 15 days before commencing demonstration and training. Architect will return copy with comments.
1. Correct or revise each manual to comply with Architect's comments. Submit copies of each corrected manual within 15 days of receipt of Architect's comments and prior to commencing demonstration and training.

PART 2 - PRODUCTS

2.1 REQUIREMENTS FOR EMERGENCY, 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 Construction Manager.
 - 7. Name and contact information for Architect.
 - 8. Name and contact information for Commissioning Authority.
 - 9. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
 - 10. 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. Manuals, Paper Copy: Submit manuals in the form of hard copy, bound and labeled volumes.
1. Binders: Heavy-duty, three-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, sized to hold 8-1/2-by-11-inch paper; with clear plastic sleeve on spine to hold label describing contents and with pockets inside covers to hold folded oversize sheets.
 - a. Identify each binder on front and spine, with printed title "OPERATION AND MAINTENANCE MANUAL," Project title or name, and subject matter of contents, and indicate Specification Section number on bottom of spine. Indicate volume number for multiple-volume sets.
 2. Dividers: Heavy-paper dividers with plastic-covered tabs for each section of the manual. Mark each tab to indicate contents. Include typed list of products and major components of equipment included in the section on each divider, cross-referenced to Specification Section number and title of Project Manual.
 3. Protective Plastic Sleeves: Transparent plastic sleeves designed to enclose diagnostic software storage media for computerized electronic equipment.
 4. Drawings: Attach reinforced, punched binder tabs on drawings and bind with text.
 - a. If oversize drawings are necessary, fold drawings to same size as text pages and use as foldouts.
 - b. If drawings are too large to be used as foldouts, fold and place drawings in labeled envelopes and bind envelopes in rear of manual. At appropriate locations in manual, insert typewritten pages indicating drawing titles, descriptions of contents, and drawing locations.

2.2 EMERGENCY MANUALS

- A. Content: Organize manual into a separate section for each of the following:
1. Type of emergency.
 2. Emergency instructions.
 3. Emergency procedures.
- B. Type of Emergency: Where applicable for each type of emergency indicated below, include instructions and procedures for each system, subsystem, piece of equipment, and component:
1. Fire.
 2. Flood.
 3. Gas leak.
 4. Water leak.
 5. Power failure.
 6. Water outage.
 7. System, subsystem, or equipment failure.
 8. Chemical release or spill.

- C. Emergency Instructions: Describe and explain warnings, trouble indications, error messages, and similar codes and signals. Include responsibilities of Owner's operating personnel for notification of Installer, supplier, and manufacturer to maintain warranties.
- D. Emergency Procedures: Include the following, as applicable:
 - 1. Instructions on stopping.
 - 2. Shutdown instructions for each type of emergency.
 - 3. Operating instructions for conditions outside normal operating limits.
 - 4. Required sequences for electric or electronic systems.
 - 5. Special operating instructions and procedures.

2.3 OPERATION MANUALS

- A. 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.
- B. 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.
- C. 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.

- D. Systems and Equipment Controls: Describe the sequence of operation, and diagram controls as installed.
- E. Piped Systems: Diagram piping as installed, and identify color-coding where required for identification.

2.4 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.

2.5 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.
- B. Related Requirements:
1. Section 017823 "Operation and Maintenance Data" for operation and maintenance manual requirements.

1.2 CLOSEOUT SUBMITTALS

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

- 3) Plot each drawing file, whether or not changes and additional information were recorded.
- B. Record Specifications: Submit annotated one paper copy and PDF electronic files of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit one paper copy and annotated PDF electronic files and directories of each submittal.

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. Record Digital Data Files: Immediately before inspection for Certificate of Substantial Completion, review marked-up record prints with Architect. When authorized, prepare a full set of corrected digital data files of the Contract Drawings, as follows:
1. Format: Same digital data software program, version, and operating system as the original Contract Drawings.
 2. Format: DWG, Version 14, Microsoft Windows operating system.
 3. Format: Annotated PDF electronic file with comment function enabled.
 4. Incorporate changes and additional information previously marked on record prints. Delete, redraw, and add details and notations where applicable.
 5. Refer instances of uncertainty to Architect for resolution.
 6. Architect will furnish Contractor one set of digital data files of the Contract Drawings for use in recording information.

- C. 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. Format: Annotated PDF electronic file with comment function enabled.
 3. Record Digital Data Files: Organize digital data information into separate electronic files that correspond to each sheet of the Contract Drawings. Name each file with the sheet identification. Include identification in each digital data file.
 4. Identification: As follows:
 - a. Project name.
 - b. Date.
 - c. Designation "PROJECT RECORD DRAWINGS."
 - d. Name of Architect.
 - e. Name of Contractor.

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 scanned PDF electronic file(s) of marked-up paper copy of Specifications.

2.3 RECORD PRODUCT DATA

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

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 scanned PDF electronic file(s) of marked-up miscellaneous record submittals.

PART 3 - EXECUTION

3.1 RECORDING AND MAINTENANCE

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

END OF SECTION 017839

SECTION 033000 - CAST-IN-PLACE CONCRETE

PART 1 - GENERAL

1.1 SUMMARY

- A. Section includes cast-in-place concrete, including formwork, reinforcement, concrete materials, mixture design, placement procedures, and finishes.
- B. Related Sections:
 - 1. Division 31 Section "Earth Moving".
 - 2. Division 32 Section "Concrete Paving".

1.2 ACTION SUBMITTALS

- A. Product Data: For each type of product indicated.
- B. Design Mixtures: For each concrete mixture.
- C. Steel Reinforcement Shop Drawings: Placing drawings that detail fabrication, bending, and placement.

1.3 INFORMATIONAL SUBMITTALS

- A. Material certificates.
- B. Material test reports.
- C. Floor surface flatness and levelness measurements.

1.4 QUALITY ASSURANCE

- A. 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.
- B. Testing Agency Qualifications: An independent agency, acceptable to authorities having jurisdiction, qualified according to ASTM C 1077 and ASTM E 329 for testing indicated.
- C. ACI Publications: Comply with the following unless modified by requirements in the Contract Documents:
 - 1. ACI 301, "Specifications for Structural Concrete," Sections 1 through 5.
 - 2. ACI 117, "Specifications for Tolerances for Concrete Construction and Materials."

- D. Concrete Testing Service: Engage a qualified independent testing agency to perform material evaluation tests and to design concrete mixtures.
- E. Preinstallation Conference: Conduct conference at Project site.

PART 2 - PRODUCTS

2.1 FORM-FACING MATERIALS

- A. Smooth-Formed Finished Concrete: Form-facing panels that will provide continuous, true, and smooth concrete surfaces. Furnish in largest practicable sizes to minimize number of joints.
- B. Rough-Formed Finished Concrete: Plywood, lumber, metal, or another approved material. Provide lumber dressed on at least two edges and one side for tight fit.

2.2 STEEL REINFORCEMENT

- A. Reinforcing Bars: ASTM A 615/A 615M, Grade 60 (Grade 420), deformed.
- B. Bar Supports: Bolsters, chairs, spacers, and other devices for spacing, supporting, and fastening reinforcing bars and welded wire reinforcement in place. Manufacture bar supports from steel wire, plastic, or precast concrete according to CRSI's "Manual of Standard Practice.

2.3 CONCRETE MATERIALS

- A. Cementitious Material: Use the following cementitious materials, of the same type, brand, and source, throughout Project:
 - 1. Portland Cement: ASTM C 150, Type I/II, gray. Supplement with the following:
 - a. Fly Ash: ASTM C 618, Class F.
- B. Normal-Weight Aggregates: ASTM C 33, graded.
 - 1. Maximum Coarse-Aggregate Size: As indicated.
 - 2. Fine Aggregate: Free of materials with deleterious reactivity to alkali in cement.
- C. Water: ASTM C 94/C 94M.

2.4 ADMIXTURES

- A. Air-Entraining Admixture: ASTM C 260.
- B. Chemical Admixtures: Provide admixtures certified by manufacturer to be compatible with other admixtures and that will not contribute water-soluble chloride ions exceeding those permitted in hardened concrete. Do not use calcium chloride or admixtures containing calcium chloride.

1. Water-Reducing Admixture: ASTM C 494/C 494M, Type A.
2. Retarding Admixture: ASTM C 494/C 494M, Type B.
3. Water-Reducing and Retarding Admixture: ASTM C 494/C 494M, Type D.
4. High-Range, Water-Reducing Admixture: ASTM C 494/C 494M, Type F.
5. High-Range, Water-Reducing and Retarding Admixture: ASTM C 494/C 494M, Type G.
6. Plasticizing and Retarding Admixture: ASTM C 1017/C 1017M, Type II.

2.5 VAPOR RETARDERS

A. Sheet Vapor Retarder:

1. Manufactured from prime virgin resins.
2. Water vapor retarder meets or exceeds ASTM E 1745, Class A.
3. Permeance rating: ASTM E-96 or ASTM F-1249 less than 0.01 perms (gr/sf/hr/in-Hg)
4. Maintain permeance of less than 0.01 perms after mandatory conditioning tests per ASTM E 154 sections 8, 11, 12, and 13.
5. Minimum thickness: 10 mils per ACI 302.1R-04.
6. Products: Subject to compliance with requirements, available products that may be incorporated into the Work include, but are not limited to, the following:
 - a. Stego Industries, LLC; Stego Wrap 15 mil Class A.
 - b. VaporGuard by Griffolyn.
 - c. Zero-Perm by Alumiseal.

B. Accessories:

1. Seam Tape: ASTM E 96, water vapor transmission rate 0.3 perms or lower, manufactured by the vapor retarder manufacturer.
2. Vapor proofing mastic: ASTM E 96, water vapor transmission rate 0.3 perms or lower, manufactured by the vapor retarder manufacturer.
3. Pipe boots: Construct pipe boots from vapor retarder material, pressure sensitive tape and/or mastic per manufacturer's instructions.

2.6 CURING MATERIALS

- A. Evaporation Retarder: Waterborne, monomolecular film forming, manufactured for application to fresh concrete.
- B. Absorptive Cover: AASHTO M 182, Class 2, burlap cloth made from jute or kenaf, weighing approximately 9 oz./sq. yd. (305 g/sq. m) when dry.
- 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, certified by curing compound manufacturer to not interfere with bonding of floor covering.

2.7 CONCRETE MIXTURES

- A. Prepare design mixtures for each type and strength of concrete, proportioned on the basis of laboratory trial mixture or field test data, or both, according to ACI 301.
- B. Cementitious Materials: Use fly ash as needed to reduce the total amount of portland cement, which would otherwise be used, by not less than 20 percent.
- C. Admixtures: Use admixtures according to manufacturer's written instructions.
 - 1. Use water-reducing, high-range water-reducing or plasticizing admixture in concrete, as required, for placement and workability.
 - 2. Use water-reducing and retarding admixture when required by high temperatures, low humidity, or other adverse placement conditions.
 - 3. Use water-reducing admixture in pumped concrete, slabs on grade, and concrete with a water-cementitious materials ratio below 0.50.

2.8 CONCRETE MIXTURES FOR BUILDING ELEMENTS

- A. Footings. Proportion normal-weight concrete mixture as follows:
 - 1. Minimum Compressive Strength: 4500 psi at 28 days.
 - 2. Maximum Water-Cementitious Materials Ratio: 0.45.
 - 3. Slump Limit: 4 inches (100 mm), plus or minus 1 inch (25 mm).
 - 4. Maximum Coarse-Aggregate Size: 1 inch nominal.
 - 5. Air Content: 4.5 percent at point of delivery for 1-inch nominal maximum aggregate size.
- B. Walls. Proportion normal-weight concrete mixture as follows:
 - 1. Minimum Compressive Strength: 4500 psi at 28 days.
 - 2. Maximum Water-Cementitious Materials Ratio: 0.45.
 - 3. Slump Limit: 4 inches (100 mm), 8 inches for concrete with verified slump of 2 to 4 inches before adding high-range water-reducing admixture or plasticizing admixture, plus or minus 1 inch (25 mm).
 - 4. Maximum Coarse-Aggregate Size: 3/4 inch nominal.
 - 5. Air Content: 5 percent at point of delivery for 3/4-inch nominal maximum aggregate size.
- C. Exterior Slabs on Grade: Proportion normal-weight concrete mixture as follows:
 - 1. Minimum Compressive Strength: 4500 psi (27.6 MPa) at 28 days.
 - 2. Maximum Water-Cementitious Materials Ratio: 0.45.
 - 3. Slump Limit: 4 inches (100 mm), plus or minus 1 inch (25 mm).
 - 4. Maximum Coarse-Aggregate Size: 1 inch (25 mm) nominal.

5. Air Content: 4.5 percent at point of delivery for 1-inch (25-mm) nominal maximum aggregate size.

D. All other site cast concrete: Proportion normal-weight concrete mixture as follows:

1. Minimum Compressive Strength: 4500 psi (27.6 MPa) at 28 days.
2. Maximum Water-Cementitious Materials Ratio: 0.45.
3. Slump Limit: 4 inches (100 mm), plus or minus 1 inch (25 mm).
4. Maximum Coarse-Aggregate Size: 1 inch (25 mm) nominal.
5. Air Content: 4.5 percent at point of delivery for 1-inch (25-mm) nominal maximum aggregate size.

2.9 CONCRETE MIXING

A. Ready-Mixed Concrete: Measure, batch, mix, and deliver concrete according to ASTM C 94/C 94M and ASTM C 1116/C 1116M, and furnish batch ticket information.

1. When air temperature is between 85 and 90 deg F (30 and 32 deg C), reduce mixing and delivery time from 1-1/2 hours to 75 minutes; when air temperature is above 90 deg F (32 deg C), reduce mixing and delivery time to 60 minutes.

2.10 FABRICATING REINFORCEMENT

A. Fabricate steel reinforcement according to CRSI's "Manual of Standard Practice."

2.11 CONCRETE MIXING

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

PART 3 - EXECUTION

3.1 FORMWORK

- A. Design, erect, shore, brace, and maintain formwork, according to ACI 301, to support vertical, lateral, static, and dynamic loads, and construction loads that might be applied, until structure can support such loads.
- B. Construct formwork so concrete members and structures are of size, shape, alignment, elevation, and position indicated, within tolerance limits of ACI 117.
- C. Chamfer exterior corners and edges of permanently exposed concrete.

3.2 EMBEDDED ITEMS

- 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.

3.3 VAPOR RETARDERS

- A. Sheet Vapor Retarders: Place, protect, and repair sheet vapor retarder according to ASTM E 1643 and manufacturer's written instructions.
 - 1. Unroll vapor retarder with the longest dimension parallel with the direction of the pour.
 - 2. Lap joints 6 inches (150 mm) and seal with manufacturer's recommended tape.
 - 3. Lap vapor retarder over footings or seal to foundation walls.
 - 4. Seal all penetrations (including pipes) per manufacturer's instructions.
 - 5. No penetration of the vapor retarder is allowed except for permanent utilities.
 - 6. Repair damaged areas by cutting patches of vapor retarder, overlapping damaged area 6 inches and taping all four sides with manufacturer's tape.
- B. Prepare drainage course with mechanical equipment to elevation tolerances of plus 0 inch (0 mm) or minus 3/4 inch (19 mm). Place vapor retarder directly on drainage course. Place concrete slab on grade directly on vapor retarder.

3.4 STEEL REINFORCEMENT

- A. General: Comply with CRSI's "Manual of Standard Practice" for placing reinforcement.
 - 1. Do not cut or puncture vapor retarder. Repair damage and reseal vapor retarder before placing concrete.

3.5 JOINTS

- A. General: Construct joints true to line with faces perpendicular to surface plane of concrete.
- B. Construction Joints: Install so strength and appearance of concrete are not impaired, at locations indicated or as approved by Architect.
- C. 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:
 - 1. Grooved Joints: Form contraction joints after initial floating by grooving and finishing each edge of joint to a radius of 1/8 inch (3.2 mm). Repeat grooving of contraction joints after applying surface finishes. Eliminate groover tool marks on concrete surfaces.
 - 2. Sawed Joints: Form contraction joints with power saws equipped with shatterproof abrasive or diamond-rimmed blades. Cut 1/8-inch- (3.2-mm-) wide joints into concrete when cutting action will not tear, abrade, or otherwise damage surface and before concrete develops random contraction cracks.

3.6 CONCRETE PLACEMENT

- A. Before placing concrete, verify that installation of formwork, reinforcement, and embedded items is complete and that required inspections have been performed.
- B. Deposit concrete continuously in one layer or in horizontal layers of such thickness that no new concrete will be placed on concrete that has hardened enough to cause seams or planes of weakness. If a section cannot be placed continuously, provide construction joints as indicated. Deposit concrete to avoid segregation.
 - 1. Consolidate placed concrete with mechanical vibrating equipment according to ACI 301.
- C. Cold-Weather Placement: Comply with ACI 306.1 and as follows. Protect concrete work from physical damage or reduced strength that could be caused by frost, freezing actions, or low temperatures.
 - 1. When average high and low temperature is expected to fall below 40 deg F (4.4 deg C) for three successive days, maintain delivered concrete mixture temperature within the temperature range required by ACI 301.
 - 2. Do not use frozen materials or materials containing ice or snow. Do not place concrete on frozen subgrade or on subgrade containing frozen materials.
 - 3. Do not use calcium chloride, salt, or other materials containing antifreeze agents or chemical accelerators unless otherwise specified and approved in mixture designs.
- D. Hot-Weather Placement: Comply with ACI 301 and as follows:
 - 1. Maintain concrete temperature below 90 deg F (32 deg C) at time of placement. Chilled mixing water or chopped ice may be used to control temperature, provided water equivalent of ice is calculated to total amount of mixing water.
 - 2. Fog-spray forms, steel reinforcement, and subgrade just before placing concrete. Keep subgrade uniformly moist without standing water, soft spots, or dry areas.

3.7 FINISHING FORMED SURFACES

- A. Rough-Formed Finish: As-cast concrete texture imparted by form-facing material with tie holes and defects repaired and patched. Remove fins and other projections that exceed specified limits on formed-surface irregularities.
 - 1. Apply to concrete surfaces not exposed to public view.
- B. Smooth-Formed Finish: As-cast concrete texture imparted by form-facing material, arranged in an orderly and symmetrical manner with a minimum of seams. Repair and patch tie holes and defects. Remove fins and other projections that exceed specified limits on formed-surface irregularities.
 - 1. Apply to concrete surfaces exposed to public view.
- C. Related Unformed Surfaces: At tops of walls, horizontal offsets, and similar unformed surfaces adjacent to formed surfaces, strike off smooth and finish with a texture matching adjacent

formed surfaces. Continue final surface treatment of formed surfaces uniformly across adjacent unformed surfaces unless otherwise indicated.

3.8 FINISHING FLOORS AND SLABS

- A. General: Comply with ACI 302.1R recommendations for screeding, restraighening, and finishing operations for concrete surfaces. Do not wet concrete surfaces.
- B. Scratch Finish: While still plastic, texture concrete surface that has been screeded and bull-floated or darbied. Use stiff brushes, brooms, or rakes to produce a profile amplitude of 1/4 inch (6 mm) in one direction.
 - 1. Apply scratch finish to joints between footings and walls.
- C. Float Finish: Consolidate surface with power-driven floats or by hand floating if area is small or inaccessible to power driven floats. Restraighten, cut down high spots, and fill low spots. Repeat float passes and restraighening until surface is left with a uniform, smooth, granular texture.
 - 1. Apply float finish to surfaces indicated.
- D. Trowel Finish: After applying float finish, apply first troweling and consolidate concrete by hand or power-driven trowel. Continue troweling passes and restraighten until surface is free of trowel marks and uniform in texture and appearance. Grind smooth any surface defects that would telegraph through applied coatings or floor coverings.
 - 1. Apply a trowel finish to 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.
 - 2. Finish surfaces to the following tolerances, according to ASTM E 1155 (ASTM E 1155M), for a randomly trafficked floor surface:
 - a. Specified overall values of flatness, F(F) 25; and of levelness, F(L) 20; with minimum local values of flatness, F(F) 17; and of levelness, F(L) 15.
- E. Broom Finish: Apply a broom finish to exterior concrete platforms, steps, ramps, and elsewhere as indicated.

3.9 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 ACI 301 for hot-weather protection during curing.
- B. Evaporation Retarder: Apply evaporation retarder to unformed 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. Cure concrete according to ACI 308.1, by one or a combination of the following methods:

1. Moisture Curing: Keep surfaces continuously moist for not less than seven days.
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.
 - a. Removal: After curing period has elapsed, remove curing compound without damaging concrete surfaces by method recommended by curing compound manufacturer unless manufacturer certifies curing compound will not interfere with bonding of floor covering used on Project.

3.10 CONCRETE SURFACE REPAIRS

- A. Defective Concrete: Repair and patch defective areas when approved by Architect. Remove and replace concrete that cannot be repaired and patched to Architect's approval.

3.11 FIELD QUALITY CONTROL

- A. Testing and Inspecting: Owner will engage a qualified testing and inspecting agency to perform field tests and inspections and prepare test reports.

END OF SECTION 033000

SECTION 042000 - UNIT MASONRY

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Allowances: Furnish face brick under the Face Brick Allowance specified in Division 01 Section "Price and Payment Procedures."
- B. Submittals:
 - 1. Samples for face brick and colored mortar.
 - 2. Material Certificates: For each type of product indicated. Include statements of material properties indicating compliance with requirements.
- C. Comply with ACI 530.1/ASCE 6/TMS 602.
- D. Preconstruction Testing Service: Owner will engage a qualified independent testing agency to perform preconstruction testing required by authorities having jurisdiction.
- E. Sample Panels: Construct a sample wall panel approximately 48 inches long by 48 inches high to demonstrate aesthetic effects and set quality standards for materials and execution.

PART 2 - PRODUCTS

2.1 MASONRY UNITS

- A. Face Brick: UBC Standard 21-1, Grade SW, Type FBS.
 - 1. Products:
 - a. Interstate Brick
 - b. Or approved Equal
 - 2. Size: 3-5/8 inches wide by 2-1/4 inches high by 7-5/8 inches long.
 - 3. Solid brick with exposed surfaces finished for ends of sills and caps.
 - 4. Special shapes for applications where shapes produced by sawing would result in sawed surfaces being exposed to view.

2.2 MORTAR AND GROUT

- A. Mortar: ASTM C 270, proportion specification.
 - 1. Masonry Cement: Do not use masonry cement or plastic cement.
 - 2. Do not use calcium chloride in mortar.
 - 3. For reinforced masonry, use Type S.

4. For exterior, above-grade, load-bearing and non-load-bearing walls and parapet walls; for interior load-bearing walls; for interior non-load-bearing partitions, and for other applications where another type is not indicated, use Type N.
5. Colored Mortar: For face brick, use colored cement or cement-lime mix of color selected.
6. Water-Repellent Additive: For mortar used with concrete masonry units made with integral water repellent, use product recommended by manufacturer of units.

2.3 REINFORCEMENT, TIES, AND ANCHORS

- A. Veneer Anchors: Hot-dip galvanized steel, two-piece adjustable masonry veneer anchors that allow vertical or horizontal adjustment but resist tension and compression forces perpendicular to plane of wall, for attachment over sheathing to studs, and acceptable to authorities having jurisdiction.
 1. Products:
 - a. Heckman Building Products
 - b. Mason Products
 - c. Simpson
 - d. Or Approved Equal

2.4 EMBEDDED FLASHING MATERIALS

- A. Rubberized Asphalt Sheet Flashing: Pliable and highly adhesive rubberized asphalt compound, 26 mils (0.7 mm) thick, bonded to a polyethylene film, 4 mils (0.1 mm) thick, to produce an overall thickness of 30 mils (0.8 mm).

2.5 MISCELLANEOUS MASONRY ACCESSORIES

- A. Compressible Filler: Premolded strips complying with ASTM D 1056, Grade 2A1.
- B. Preformed Control-Joint Gaskets: Designed to fit standard sash block and to maintain lateral stability in masonry wall; made from styrene-butadiene rubber or PVC.
- C. Weep Holes: Round polyethylene tubing, 3/8-inch OD in diameter, 24 inches on center.
- D. Proprietary Acidic Masonry Cleaner: Product expressly approved for intended use by cleaner manufacturer and manufacturer of masonry units.
 1. Products:
 - a. Diedrich
 - b. Maracle
 - c. Surecrete
 - d. Stone Pro

PART 3 - EXECUTION

3.1 INSTALLATION, GENERAL

- A. Cut masonry units with saw. Install with cut surfaces and, where possible, cut edges concealed.
- B. Mix units for exposed unit masonry from several pallets or cubes as they are placed to produce uniform blend of colors and textures.
- C. Matching Existing Masonry: Match coursing, bonding, color, and texture of existing masonry.
- D. Stopping and Resuming Work: Rack back units; do not tooth.
- E. Tool exposed joints slightly concave when thumbprint hard, unless otherwise indicated.
- F. Keep cavities clean of mortar droppings and other materials during construction.

3.2 FLASHING AND WEEP HOLES

- A. Install embedded flashing and weep holes in masonry at shelf angles, lintels, ledges, other obstructions to the downward flow of water in the wall, and where indicated.
- B. Place through-wall flashing on sloping bed of mortar and cover with mortar. Seal penetrations in flashing before covering with mortar.
 - 1. Extend flashing 4 inches into masonry at each end and turn up 2 inches to form a pan.
- C. Trim wicking material used in weep holes flush with outside face of wall after mortar has set.

3.3 CLEANING

- A. Clean masonry as work progresses. Remove mortar fins and smears before tooling joints.
- B. Final Cleaning: After mortar is thoroughly cured, clean exposed masonry.
 - 1. Wet wall surfaces with water before applying acidic cleaner, then remove cleaner promptly by rinsing thoroughly with clear water.
 - 2. Clean masonry with a proprietary acidic cleaner applied according to manufacturer's written instructions.

END OF SECTION 042000

SECTION 051200 - STRUCTURAL STEEL FRAMING

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Submittals: Shop Drawings and mill test reports.
- B. Comply with AISC's "Specification for Structural Steel Buildings - Allowable Stress Design and Plastic Design," RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts," and AWS D1.1/D1.1M, "Structural Welding Code - Steel."

PART 2 - PRODUCTS

2.1 STRUCTURAL STEEL

- A. Plate and Bar: ASTM A 36/A 36M, Grade 50 (345), high-strength, low-alloy, columbium-vanadium steel].
- B. Steel Pipe: ASTM A 53, Type E or S, Grade B, standard weight (Schedule 40) unless otherwise indicated.

2.2 ACCESSORIES

- A. High-Strength Bolts, Nuts, and Washers: ASTM A 325 (ASTM A 325M), Type 1, heavy hex steel structural bolts; ASTM A 563 (ASTM A 563M) heavy hex carbon-steel nuts; and ASTM F 436 (ASTM F 436M) hardened carbon-steel washers.
- B. Anchor Rods: ASTM F 1554, Grade 36.
 - 1. Nuts: ASTM A 563 (ASTM A 563M) hex carbon steel.
 - 2. Plate Washers: ASTM A 36/A 36M carbon steel.
 - 3. Washers: ASTM F 436 (ASTM F 436M) hardened carbon steel.
- C. Primer: Fabricator's standard lead- and chromate-free, nonasphaltic, rust-inhibiting primer..
- D. Grout: ASTM C 1107, nonmetallic, shrinkage resistant, factory packaged.

2.3 FABRICATION

- A. Fabricate and assemble structural steel in shop to greatest extent possible. Fabricate according to AISC's "Code of Standard Practice for Steel Buildings and Bridges" and its "Specification for Structural Steel Buildings - Allowable Stress Design and Plastic Design."

- B. Shop Priming: Prepare surfaces according to SSPC-SP 2, "Hand Tool Cleaning" or SSPC-SP 3, "Power Tool Cleaning." Shop prime steel to a dry film thickness of at least 1.5 mils (0.038 mm). Do not prime surfaces to be embedded in concrete or mortar or to be field welded.

PART 3 - EXECUTION

3.1 ERECTION

- A. Set structural steel accurately in locations and to elevations indicated and according to AISC's "Code of Standard Practice for Steel Buildings and Bridges" and its "Specification for Structural Steel Buildings - Allowable Stress Design and Plastic Design."
- B. Base and Bearing Plates: Clean bearing surfaces of bond-reducing materials, and roughen surfaces prior to setting plates. Clean bottom surface of plates.
 - 1. Set base and bearing plates for structural members on wedges, shims, or setting nuts.
 - 2. Weld plate washers to top of base plate.
 - 3. Snug-tighten anchor rods after supported members have been positioned and plumbed. Cut off protruding wedges or shims flush with edge of plate before packing with grout.
 - 4. Promptly pack grout solidly between bearing surfaces so no voids remain. Neatly finish exposed surfaces; protect grout and allow it to cure.
- C. Align and adjust various members forming part of complete frame or structure before permanently fastening. Before assembly, clean bearing surfaces and other surfaces that will be in permanent contact with members. Perform necessary adjustments to compensate for discrepancies in elevations and alignment.
- D. High-Strength Bolts: Install high-strength bolts according to RCSC's "Specification for Structural Joints Using ASTM A 325 or A 490 Bolts" for type of bolt and type of joint specified.
 - 1. Joint Type: Snug tightened.
- E. Weld Connections: Comply with AWS D1.1/D1.1M for welding procedure specifications, tolerances, appearance, and quality of welds and for methods used in correcting welding work.

END OF SECTION 051200

SECTION 061000 - ROUGH CARPENTRY

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Submittals: Model code evaluation reports for wood-preservative treated wood, engineered wood products and metal framing anchors.

PART 2 - PRODUCTS

2.1 WOOD PRODUCTS, GENERAL

- A. Lumber: Provide dressed lumber, S4S, marked with grade stamp of inspection agency.
- B. Engineered Wood Products: Acceptable to authorities having jurisdiction and for which current model code research or evaluation reports exist that show compliance with building code in effect for Project.

2.2 TREATED MATERIALS

- A. Provide preservative-treated materials for all rough carpentry, unless otherwise indicated and the following:
 - 1. Wood members in connection with roofing, flashing, vapor barriers, and waterproofing.
 - 2. Concealed members in contact with masonry or concrete.
 - 3. Wood framing members that are less than 18 inches above the ground.
 - 4. Wood floor plates that are installed over concrete slabs-on-grade.

2.3 LUMBER

- A. Dimension Lumber:
 - 1. Maximum Moisture Content: 15 percent for 2-inch nominal thickness or less, 19 percent for more than 2-inch nominal thickness.
 - 2. Non-Load-Bearing Interior Partitions: Construction or No. 2: Mixed southern pine: SPIB; or Western woods: WCLIB or WWPA.
 - 3. Framing Other Than Non-Load-Bearing Partitions: Construction or No. 2: Douglas fir-larch: WCLIB, or WWPA,;
 - 4. Exposed Framing: Provide material hand-selected for uniformity of appearance and freedom from characteristics, on exposed surfaces and edges, that would impair finish appearance, including decay, honeycomb, knot-holes, shake, splits, torn grain, and wane.
 - a. Species: As specified for framing other than non-load bearing partitions.
 - b. Grade: Select Structural

- B. Timbers 5-Inch Nominal Size and Thicker: Douglas fir-larch, Douglas fir-larch (north), or Douglas fir-south: NLGA, WCLIB, or WWPA;
 - 1. Maximum Moisture Content: 20 percent.
- C. Exposed Boards: Eastern white, Idaho white, lodgepole, ponderosa, or sugar pine, Premium or 2 Common (Sterling): NeLMA, NLGA, WCLIB, or WWPA; with 15 percent maximum moisture content.
- D. Concealed Boards: Western woods, Standard: WCLIB; or No. 3 Common: WWPA; with 15 percent maximum moisture content.
- E. Miscellaneous Lumber: Construction, or No. 2 grade with 15 percent maximum moisture content of any species. Provide for nailers, blocking, and similar members.

2.4 ENGINEERED WOOD PRODUCTS

- A. Engineered wood products with allowable design stresses, as published by manufacturer, that meet or exceed those indicated. Manufacturer's published values shall be demonstrated by comprehensive testing.
- B. Rim Boards: Product designed to be used as a load-bearing member and to brace wood I-joists at bearing ends, complying with research/evaluation report for I-joists.
 - 1. Material: glued-laminated wood or product made from any combination solid lumber, wood strands, and veneers.
 - 2. Thickness: 1 inch

2.5 MISCELLANEOUS PRODUCTS

- A. Fasteners: Size and type indicated. Where rough carpentry is exposed to weather, in ground contact, or in area of high relative humidity, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.
 - 1. Power-Driven Fasteners: CABO NER-272.
 - 2. Bolts: Steel bolts complying with ASTM A 307, Grade A; with ASTM A 563 (ASTM A 563M) hex nuts and, where indicated, flat washers.
- B. Metal Framing Anchors: Structural capacity, type, and size indicated.
 - 1. Use anchors made from hot-dip galvanized steel complying with ASTM A 653/A 653M, G60 (Z180) coating designation for interior locations where stainless steel is not indicated.
 - 2. Use anchors made from stainless steel complying with ASTM A 666, Type 304 for exterior locations and where indicated.
- C. Sill-Sealer: Closed-cell neoprene foam, 1/4 inch thick.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Set rough carpentry to required levels and lines, with members plumb, true to line, cut, and fitted. Locate nailers, blocking, and similar supports to comply with requirements for attaching other construction.
- B. Securely attach rough carpentry to substrates, complying with the following:
 - 1. CABO NER-272 for power-driven fasteners.
 - 2. Published requirements of metal framing anchor manufacturer.
 - 3. Table 2306.1, "Fastening Schedule," in SBCCI's Standard Building Code and Table 23-II-B-1, "Nailing Schedule," and Table 23-II-B-2, "Wood Structural Panel Roof Sheathing Nailing Schedule," in ICBO's Uniform Building Code.

END OF SECTION 061000

SECTION 061600 - SHEATHING

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Submittals: Model code evaluation reports for preservative-treated plywood and building wrap.

PART 2 - PRODUCTS

2.1 TREATED PLYWOOD

- A. Preservative-Treated Plywood: AWPA C9.
 - 1. Use treatment containing no arsenic or chromium.
 - 2. Kiln-dry plywood after treatment to a maximum moisture content of 15 percent.
- B. Provide preservative treated plywood for items indicated on Drawings and plywood in contact with masonry or concrete or used with roofing, flashing, vapor barriers, and waterproofing.

2.2 WALL SHEATHING

- A. Plywood Wall Sheathing: Exterior, Structural I sheathing.

2.3 ROOF SHEATHING

- A. Plywood Roof Sheathing: Exterior, Structural I sheathing.

2.4 MISCELLANEOUS PRODUCTS

- A. Fasteners: Size and type indicated.
 - 1. For roof and wall sheathing, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.
 - 2. Power-Driven Fasteners: CABO NER-272.
- B. Weather-Resistant Sheathing Paper:
 - 1. Building Wrap: ASTM E 1677, Type I air retarder; with flame-spread and smoke-developed indexes of less than 25 and 450, respectively, when tested according to ASTM E 84; UV stabilized; and acceptable to authorities having jurisdiction.
 - a. Products:

- 1) Tyvek
- 2) Or approved equal

C. Sheathing Joint-and-Penetration Treatment Materials:

1. Sealant for Gypsum Sheathing Board: Joint sealant recommended by sheathing manufacturer for application indicated.
2. Sheathing Tape for Gypsum Sheathing Board: Self-adhering glass-fiber tape recommended by sheathing and tape manufacturers for application indicated.
3. Sheathing Tape for Foam-Plastic Sheathing: Pressure-sensitive plastic tape recommended by sheathing manufacturer for sealing joints and penetrations in sheathing.

D. Adhesives for Field Gluing Panels to Framing: APA AFG-01.

E. Flexible Flashing: Adhesive rubberized-asphalt compound, bonded to polyethylene film, with an overall thickness of 0.030 inch (0.8 mm).

PART 3 - EXECUTION

3.1 INSTALLATION

A. Securely attach to substrates, complying with the following:

1. CABO NER-272 for power-driven fasteners.
2. Table 23-II-B-1, "Nailing Schedule," and Table 23-II-B-2, "Wood Structural Panel Roof Sheathing Nailing Schedule," in ICBO's Uniform Building Code.

B. Fastening Methods:

1. Wall and Roof Sheathing:
 - a. Nail or staple to wood framing.
 - b. Screw to cold-formed metal framing.

C. Sheathing Joint-And-Penetration Treatment: Seal sheathing joints according to sheathing manufacturer's written instructions.

D. Building Wrap Installation:

1. Apply building wrap immediately after sheathing is installed.
2. Seal seams, edges, fasteners, and penetrations with tape.
3. Extend into jambs of openings and seal corners with tape.

END OF SECTION 061000

SECTION 061753 - SHOP-FABRICATED WOOD TRUSSES

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Structural Performance: Provide metal-plate-connected wood trusses capable of withstanding design loads indicated without exceeding TPI 1 deflection limits.
- B. Submittals: Product Data, Shop Drawings, and structural analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
- C. Fabricator Qualifications: Shop that participates in a recognized quality-assurance program that complies with quality-control procedures in TPI 1 and that involves third-party inspection by an independent testing and inspecting agency acceptable to Architect and authorities having jurisdiction.
- D. Comply with applicable requirements and recommendations of the following publications:
 - 1. TPI 1, "National Design Standard for Metal Plate Connected Wood Truss Construction."
 - 2. TPI DSB, "Recommended Design Specification for Temporary Bracing of Metal Plate Connected Wood Trusses."
 - 3. TPI HIB, "Commentary and Recommendations for Handling, Installing & Bracing Metal Plate Connected Wood Trusses."
- E. Wood Structural Design Standard: Comply with applicable requirements in AF&PA's "National Design Specifications for Wood Construction" and its "Supplement."

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Lumber: DOC PS 20 and applicable rules of lumber grading agencies certified by the American Lumber Standards Committee Board of Review, any species, graded visually or mechanically.
 - 1. Provide dry lumber with 15 percent maximum moisture content at time of dressing.
- B. Connector Plates: TPI 1, fabricated from hot-dip galvanized steel sheet complying with ASTM A 653/A 653M.
- C. Fasteners: Where trusses are exposed to weather or in area of high relative humidity, provide fasteners with hot-dip zinc coating complying with ASTM A 153/A 153M.
- D. Metal Framing Anchors: Provide framing anchors made from hot-dip, zinc-coated steel sheet complying with ASTM A 653/A 653M, G60 (Z180) coating designation.

2.2 FABRICATION

- A. Assemble trusses using jigs or other means to ensure uniformity and accuracy of assembly with joints closely fitted. Fabricate wood trusses within manufacturing tolerances in TPI 1.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install and brace trusses according to TPI recommendations and as indicated. Install trusses plumb, square, and true to line and securely fasten to supporting construction.
- B. Anchor trusses securely at bearing points; use metal framing anchors. Install fasteners through each fastener hole in metal framing anchor.
- C. Securely connect each truss ply required for forming built-up girder trusses. Anchor trusses to girder trusses.
- D. Install and fasten permanent bracing during truss erection and before construction loads are applied. Anchor ends of permanent bracing where terminating at walls or beams.
 - 1. Install bracing to comply with Division 06 Section "Rough Carpentry."
 - 2. Install and fasten strongback bracing vertically against vertical web of parallel-chord floor trusses at centers indicated.
- E. Install wood trusses within installation tolerances in TPI 1.
- F. Do not cut or remove truss members.
- G. Remove wood trusses that are damaged or do not meet requirements and replace with trusses that do meet requirements.

END OF SECTION 061753

SECTION 061800 - GLUED-LAMINATED CONSTRUCTION

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Structural Performance: Provide structural glulam timber capable of withstanding design loads indicated according to AITC 117-DESIGN or as determined according to ASTM D 3737.
- B. Submittals: Product Data including specifications and installation instructions and Shop Drawings showing full dimensions of each member. Show large-scale details of connections.
 - 1. Include structural analysis data signed and sealed by the qualified professional engineer responsible for their preparation.
- C. Standards: Comply with ANSI/AITC A 190.1, "Structural Glued Laminated Timber." Factory mark with AITC Quality Mark or APA trademark on surfaces that will not be exposed in completed Work.
- D. Comply with AITC 111, "Recommended Practice for Protection of Structural Glued Laminated Timber During Transit, Storage, and Erection."
- E. Forest Certification: Provide structural glued-laminated timber produced from wood obtained from forests certified by an FSC-accredited certification body to comply with FSC 1.2, "Principles and Criteria."

PART 2 - PRODUCTS

2.1 STRUCTURAL GLUED-LAMINATED UNITS

- A. Species: Douglas fir.
- B. Species and Beam Stress Classification for Beams: Douglas fir-larch or southern pine, 24F-1.8E.
 - 1. Lay-up: Either balanced or unbalanced.
- C. Appearance: Industrial grade.
- D. Adhesive: ASTM D 2559, wet-use type.
- E. Seal Coat: After fabricating and sanding each unit, and end-coat sealing, apply a heavy saturation coat of penetrating sealer on surfaces of each unit.

2.2 CONNECTORS

- A. General: Fabricate from structural steel complying with ASTM A 36/A 36M; steel bars complying with ASTM A 575, Grade M 1020; and steel sheet complying with ASTM A 570 (ASTM A 570M), Grade 33. Finish with rust-inhibitive primer.
- B. Beam Seats: 3/8-inch (9.5-mm) bearing plates, 3/4-inch- (19-mm-) diameter-by-12-inch- (300-mm-) long deformed bar anchors, and 0.239-inch (6-mm) side plates.
- C.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Install structural glued-laminated timber for a close fit and neat appearance of joints. Carefully trim ends to fit connectors, mark and drill for bolts, and seal cuts with end sealer.
- B. Handle and temporarily support members to prevent visible surface damage. When hoisting members into place, use padded slings, and protect corners with wood blocking.
- C. Brace members as they are placed to maintain safe condition until full stability is provided.

END OF SECTION 061800

SECTION 073113 - ASPHALT SHINGLES

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Submittals: Product Data and Samples.
- B. Identify each bundle of shingles with appropriate markings of UL or another testing and inspecting agency acceptable to authorities having jurisdiction.
 - 1. Exterior Fire-Test Exposure: ASTM E 108 or UL 790, Class A.
 - 2. Wind-Resistance-Test Characteristics: ASTM D 3161 or UL 997, passed.
- C. Warranties: Provide standard manufacturer's written warranty, signed by manufacturer agreeing to promptly repair or replace asphalt shingles that fail in materials within 30 years from date of Substantial Completion, prorated, with first 3 years nonprorated.

PART 2 - PRODUCTS

2.1 ASPHALT SHINGLES

- A. Fiberglass Shingles: ASTM D 3462 and as follows:
 - 1. Laminated-Strip Architectural Asphalt Shingles: Modified asphalt, multi-ply overlay construction, mineral-granule surfaced, and self-sealing. Straight cut butt edge.
 - 2. Multitab-Strip Asphalt Shingles: Mineral-granule surfaced and self-sealing. Three tabs, regularly spaced with straight butt edge.
 - 3. No-Cutout-Strip Asphalt Shingles: Mineral-granule surfaced, self-sealing, square, and single tab. Straight butt edge.
 - 4. Color: As selected by the Architect and Owner from standard colors.
- B. Manufacture:
 - 1. GAF - Timberline.
 - 2. Certainteed
 - 3. IKO - Cambridge

2.2 ACCESSORIES

- A. Felts: ASTM D 226 or ASTM D 4869, Type I, asphalt-saturated organic felts.
- B. Self-Adhering Sheet Underlayment: ASTM D 1970, SBS-modified asphalt; mineral-granule or slip-resisting-polyethylene surfaced; with release paper backing; cold applied.
- C. Asphalt Roofing Cement: ASTM D 4586, Type II, asbestos free.

- D. Roofing Nails: Aluminum, stainless-steel, or hot-dip galvanized-steel shingle nails, minimum 0.120-inch diameter, of sufficient length to penetrate 3/4 inch into solid wood decking or extend at least 1/8 inch through OSB or plywood sheathing.
- E. Sheet Metal Flashing and Trim: Comply with requirements in Division 07 Section "Sheet Metal Flashing and Trim."
 - 1. Sheet Metal: Aluminum.
 - 2. Fabricate sheet metal flashing and trim to comply with recommendations in SMACNA's "Architectural Sheet Metal Manual."
 - 3. Drip Edge: Formed sheet metal with at least a 2-inch roof deck flange and a 1-1/2-inch fascia flange with a 3/8-inch drip at lower edge.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Comply with recommendations in ARMA's "Residential Asphalt Roofing Manual" and with asphalt shingle recommendations in NRCA's "The NRCA Roofing and Waterproofing Manual."
- B. Apply self-adhering sheet underlayment at eaves and rakes from edges of roof to at least 36 inches inside exterior wall line.
- C. Apply self-adhering sheet underlayment at valleys extending 18 inches on each side.
- D. Install valleys complying with ARMA and NRCA instructions. Construct woven and closed-cut valleys.
- E. Install metal flashings and other sheet metal to comply with requirements in Division 07 Section "Sheet Metal Flashing and Trim," recommendations in ARMA's "Residential Asphalt Roofing Manual," and asphalt shingle recommendations in NRCA's "The NRCA Roofing and Waterproofing Manual."
- F. Install first and remaining courses of asphalt shingles stair-stepping diagonally across roof deck with manufacturer's recommended offset pattern at succeeding courses, maintaining uniform exposure.

END OF SECTION 073113

SECTION 079200 - JOINT SEALANTS

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Submittals: Product Data and color Samples.
- B. Environmental Limitations: Do not proceed with installation of joint sealants when ambient and substrate temperature conditions are outside limits permitted by joint sealant manufacturer or are below 40 deg F.

PART 2 - PRODUCTS

2.1 JOINT SEALANTS

- A. Compatibility: Provide joint sealants, joint fillers, and other related materials that are compatible with one another and with joint substrates under service and application conditions.
- B. Sealant for Use in Building Expansion Joints:
 - 1. Single-component, neutral-curing silicone sealant, ASTM C 920, Type S; Grade NS; Class 25; Uses T, M, and O, with the additional capability to withstand 50 percent movement in both extension and compression for a total of 100 percent movement.
- C. Sealant for General Exterior Use Where Another Type Is Not Specified, One of the Following:
 - 1. Single-component, nonsag polysulfide sealant, ASTM C 920, Type S; Grade NS; Class 12-1/2; Uses NT, M, G, A, and O.
 - 2. Single-component, neutral-curing silicone sealant, ASTM C 920, Type S; Grade NS; Class 25; Uses T, NT, M, G, A, and O.
 - 3. Single-component, nonsag urethane sealant, ASTM C 920, Type S; Grade NS; Class 25; and Uses NT, M, A, and O.
- D. Sealant for Exterior Traffic-Bearing Joints, Where Slope Precludes Use of Pourable Sealant:
 - 1. Single-component, nonsag urethane sealant, ASTM C 920, Type S; Grade NS; Class 25; Uses T, NT, M, G, A, and O.
- E. Sealant for Exterior Traffic-Bearing Joints, Where Slope Allows Use of Pourable Sealant:
 - 1. Single-component, pourable urethane sealant, ASTM C 920, Type S; Grade P; Class 25; Uses T, M, G, A, and O.
- F. Sealant for Use in Interior Joints in Ceramic Tile and Other Hard Surfaces in Toilet Rooms and Around Plumbing Fixtures:

1. Single-component, mildew-resistant silicone sealant, ASTM C 920, Type S; Grade NS; Class 25; Uses NT, G, A, and O; formulated with fungicide.
- G. Sealant for Interior Use at Perimeters of Door and Window Frames:
1. Latex sealant, single-component, nonsag, mildew-resistant, paintable, acrylic-emulsion sealant complying with ASTM C 834.
- H. Acoustical Sealant for Exposed Interior Joints:
1. Nonsag, paintable, nonstaining, latex sealant complying with ASTM C 834.
- I. Acoustical Sealant for Concealed Joints:
1. Nondrying, nonhardening, nonskinning, nonstaining, gunnable, synthetic-rubber sealant recommended for sealing interior concealed joints to reduce transmission of airborne sound.
- 2.2 JOINT-SEALANT BACKING
- A. General: Provide sealant backings of material and type that are nonstaining; are compatible with joint substrates, sealants, primers, and other joint fillers; and are approved for applications indicated by sealant manufacturer.
 - B. Cylindrical Sealant Backings: ASTM C 1330, of size and density to control sealant depth and otherwise contribute to producing optimum sealant performance.
 - C. Bond-Breaker Tape: Polyethylene tape or other plastic tape recommended by sealant manufacturer for preventing sealant from adhering to rigid, inflexible joint-filler materials or joint surfaces at back of joint.

PART 3 - EXECUTION

3.1 INSTALLATION

- A. Comply with ASTM C 1193.
- B. Comply with ASTM C 919 for use of joint sealants in acoustical applications.

END OF SECTION 079200

SECTION 092400 – PORTLAND CEMENT PLASTER (STUCCO)

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

A. Summary:

1. Section Includes: Work includes all labor, materials, and equipment necessary to install all aspects of a portland cement plaster assembly.
2. Related Sections [Delete unneeded sections.]
 - a. 06 11 00 – Wood Framed Construction
 - b. 06 16 00 – Sheathing
 - c. 07 90 00 – Joint Sealers

B. Submittals: Product Data and Samples.

C. Quality Assurance

1. Qualifications:

- a. Manufacturer: All component materials shall be SMA approved and shall be distributed by authorized dealers.
2. Plastering Contractor:
 - a. Shall specialize in lath and plaster contracting, document experience of at least 5 years, and follow SMA published recommendations or provide certificates to demonstrate stucco knowledge.
 - b. Provide proof of current contractor's license and bond where required.
 - c. On-Site Mock-Ups: Produced upon request.
 - d. Prior to commencement of work, provide an on- site mock-up.
 - e. Mock-up shall represent construction using the same quality/techniques to be utilized on the project.
 - f. Retain approved mock-up at job site throughout the application process.
 - g. Where acceptable to the Architect, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.
 - h. Contractor shall acknowledge the SMA technical Bulletins and agree to follow same
 - j. Submit letter at completion that the lath and plaster is installed per SMA recommendations.

D. DELIVERY, STORAGE, AND HANDLING

1. Delivery: Deliver all materials to the construction site in their original, unopened packaging with labels intact.
2. Inspection: Inspect the materials upon delivery to assure that specified products have been received. Report defects or discrepancies to the responsible party according to the construction documents; do not use reported material for application.

3. Storage: Store all products per manufacturer's recommendations. Generally, store materials in a cool, dry location; away from direct contact with the ground and/or concrete; out of direct sunlight; and protect from weather and other damage.

E. Project Conditions

1. Environmental Requirements: Follow product manufacturer's recommendations for environmental conditions and surface preparation.
2. Temperatures: Before, during and following the application of the portland cement plaster, the ambient and surface temperatures must remain above 40 degrees F (4 C) for a minimum period of 24 hours. Protect stucco from uneven and excessive evaporation, especially during hot, dry and/or windy weather. Protect the portland cement plaster from freezing for a period of not less than 24-hours after set has occurred.
3. Substrates: Prior to installation, inspect the wall for surface contamination or other defects that may adversely affect the performance of the materials, and shall be free of residual moisture. Do not apply the portland cement plaster to substrates whose temperature are less than 40 degrees F (4 C) or contain frost or ice.
4. All wood based products covered shall be dry and have a moisture content below 19% . DO NOT COVER WET FRAMING.
5. Inclement Weather: Protect applied material from deleterious effects until cured or dry.
6. Existing Conditions:
Contractor shall walk the project prior to starting work and notify the architect or owner's representative of any deficiencies that will negatively impact the plaster assembly. Do NOT proceed until remedied.
7. Contractor shall advise architect of any horizontal surfaces with inadequate slope.
Jobsite Resources: Notify architect if General Contractor fails to provide access to electrical outlets, clean, potable water, and a suitable and safe work area at the construction site throughout the application of the lath and portland cement plaster.
8. Good Practice: During the rainy season, colored plaster can be damaged if the gutters and downspouts are not in place. It is recommended to have gutters and downspouts installed as soon as possible after plastering is complete.

F. Sequencing and Scheduling

1. Sequencing: Coordinate the installation of the lath and portland cement plaster with all other construction trades. To reduce stucco cracking, apply plaster only after the building is 90 percent dead loaded and the interior gypsum has been installed.
2. Plastering contractor shall request and attend a pre-installation meeting with general contractor and architect prior to the framing being completed. Plastering contractor shall advise architect of control/expansion joint layout concerns. There shall be no cost to the owner for moving one-piece control joints prior and up to this meeting date, additional lineal footage of control joints from plans shall warrant a change order.
3. Staffing: Provide sufficient manpower and proper supervision to ensure continuous operation, free of cold joints, scaffolding lines, curing, variations in texture, etc.

G. Warranty

1. Warranty: Submit documentation on all products. At completion of work, contractor shall provide a written warranty documentation for the assembly and products used.

2. Warranty Length: Shall start at the time of substantial completion. Warranty length 5 years and 1 year workmanship.

PART 2 - PRODUCTS

2.01 MANUFACTURERS

- A. SMA Manufacturers: Must be from the current list on SMA website under appropriate category.

2.02 SCRATCH AND BROWN COAT (BASECOAT)

- A. Cement: Plastic cement complying with ASTM C1328.
- B. Sand:
 1. Field mixes shall comply with ASTM C-926 and must have sand that is clean and free from deleterious amounts of loam, clay, silt, soluble salts and organic matter. Sampling and testing shall comply with ASTM C144 or C897.
 2. An "engineered performance mix" by an SMA manufacturer is acceptable with appropriate approvals (ICC ES, IAPMO or Interek report) .
- C. Water: Clean and potable without foreign matter.
- D. Admixture:
 1. Bonding agents
 2. Acrylic admixture

2.03 WATER-RESISTIVE BARRIER

- A. Over Wood-based Sheathing:

Double layer of equivalent material recognized in a current evaluation report as complying with the ICC-ES Acceptance Criteria for Water-resistive Barriers (AC38).

2.04 LATH

Woven-Wire Lath: Nominal No. 17 gauge (0.058 inch), 1.5-inch opening, galvanized steel complying with ASTM C1032.

2.05 SHEATHING

Wood-based Structural Panels: <insert thickness>-inch-thick plywood. Plywood must be exterior or Exposure 1 and comply with DOC PS-1 or UBC Standard 23-2, or APA recommendations.

2.06 ACCESSORIES

[Delete the accessories from this section as needed.] Refer to SMA website for current approved product list.

- A. Sealants: **[Acrylic latex complying with ASTM C834] [Polyurethane, polyurethane modified, polysulfide, or silyl-terminated polyether elastomeric sealant complying with ASTM C920 or 100% silicone].**
- B. Flashing (by others) : Flashing complying with IBC Section 1405.4 (2013) or IRC Section R703.8, as applicable, WRB must integrate in a "Shingle Fashion " with flashings.

- C. Fasteners: Nails, staples, or screws used to rigidly secure lath and associated accessories shall be corrosion-resistant and meet the minimum requirements of ASTM C1063.
- D. Zinc and Zinc-Coated (Galvanized) Accessories: The following accessories shall be fabricated from zinc-coated (galvanized) steel
- E. Corner Aid: Minimum 26-gauge thick; expanded flanges shaped to permit complete embedding in plaster; minimum 2 in. wide; Square-edge style; use unless otherwise indicated.
- F. Strip Mesh: Metal Lath, 3.4 lb/yd² expanded metal; 6 in. wide x 18 in. long
- G. Casing Bead: Minimum 26-gauge thick; thickness governed by plaster thickness; maximum possible lengths; expanded metal flanges, with square edges.
- H. Drip Screed: Minimum 26-gauge thick, depth governed by plaster thickness, minimum 3-1/2 in. high flange, maximum possible lengths.
- I. Control and Expansion Joints: Depth to conform to plaster thickness; use maximum practical lengths.
 - 1. Control Joints: One-piece-type, folded pair of unperforated screeds in double V configuration; removable protective tape on plaster face of control joint.
 - 2. Expansion Joints: Two-piece-type formed to produce a slip-joint
- J. Plastic Trim: Fabricated from high-impact PVC.
- K. Cornerbeads: With perforated flanges. Square-edge style; use unless otherwise indicated.
- L. Control Joints: One-piece-type, folded pair of unperforated screeds in double V configuration; removable protective tape on plaster face of control joint.
- M. Expansion Joints: [Two-piece-type formed to produce a slip-joint.]

2.07 STUCCO CRACK REDUCTION SYSTEM

- A. Mesh: Alkali resistant, minimum 4.0 oz., woven glass fiber fabrics.
- ~~B.~~ Base coat: must be compatible with mesh and finish coats. Select SMA manufacturer and follow manufacturer's recommendations.

2.08 FOAM ARCHITECTURAL DETAILS

- A. Foam: EPS foam, 1.0 lb/ft² minimum density.
- B. Mesh for Foam Shape: Alkali resistant, 2.0 oz., woven glass fiber fabrics.
- C. Foam Base coat and Adhesive: contractor to insure compatibility.

2.09 PRIMER

- A. Acrylic finish coats primer by finish coat manufacturer selected.

2.10 FINISHES

- A. **Finish Type:**
 - acrylic-based finish manufactured by an SMA member
- B. Color and Texture: Color and finish texture shall be as selected by the Architect.

2.11 MIXES

- A. Portland Cement Plaster Basecoats:
 - 1. Prescriptive Method: Ratios and Mix Design shall be per ASTM C926. Contractor shall select one of the following mixes (sand is per combined volume of cements):
 - a. Plastic Cement 1 part
 - Sand 3 ½ to 4 ½ parts per cement
 - Fibers Maximum 3 oz per bag plastic cement
 - 2. Engineered Method: Pre-mix blends or silos per SMA manufacturer.
- B. Finish Coats: Mixing and tinting instructions are contained in the appropriate product data sheets by the SMA Manufacturer.

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Prior to the application of the portland cement plaster basecoat the plastering contractor shall ensure that:
 - B. Surface and site conditions are ready to receive work.
 - C. Grounds and Blocking: Verify that the items within the walls for other sections of work have been installed.
 - D. Notify architect/owner of any defects that may impact the finished assembly. Proceed as directed.
 - E. Substrates:
 - 1. Acceptable substrates must be sound, secure and suitable for lath and plaster.
 - 2. Substrates and adjacent materials must be dry and clean. Substrate surface must be flat, free of protrusions or planar irregularities greater than ¼-inch in 10-feet (6mm in 3m).
 - F. Flashings: All flashing around windows, at deck attachments, utility penetrations, roof lines, etc. and all kick-out flashing must be properly installed prior to application of portland cement plaster. Notify owner if flashings are missing, proceed as directed.
 - G. Unsatisfactory conditions or concerns shall be reported to the general contractor and/or builder and/or architect and/or owner. Do not proceed until directed in writing by architect or general contractor.

3.2 PREPARATION

- A. Substrate/Framing: inspect all work prior to starting lath and plastering. Notify architect of any issues impacting performance, proceed as directed.
- B. Surrounding Areas: Protect surfaces near the work of this section from damage, disfiguration, and overspray. Mask off all dissimilar materials.

3.3 INSTALLATION, GENERAL

- A. General Installation: Refer to IBC 2015, ASTM C926, ASTM C1063, and/or the appropriate manufacturer's product data sheet for additional installation requirements and recommendations of the SMA.

3.4 INSTALLING WEATHER PROTECTION

- A. Water-Resistive Barrier: Apply water-resistive barrier complying with Section 1404.2 of the IBC or Section R703.2 of the IRC. Start at base of wall and overlap flashing flanges and in a “shingle-fashion” by a minimum of two (2) inches horizontal and six (6) inches vertical. Integrate with flashings to insure incidental moisture drains down and weeps out. Reverse laps shall not be allowed.
- B. Window Flashing (by others): Contractor shall inspect and verify the flashing between the window/door and the cement plaster is appropriate for the condition. Notify architect of any concerns. Refer to SMA flashing guidelines for nail flange style windows.
- C. Flashing: Install flashing and trim per current Building Code <insert local code>. [Install flashing and trims properly to insure moisture does not accumulate and can easily drain to the exterior. All openings shall be properly flashed and designed to allow water to escape to the outside of the wall. All penetrations shall be properly flashed and/or sealed using approved methods. Walls should be designed to prevent bulk water from getting behind the stucco or running down the face of the stucco. The bottom of the wall is required to have weep screed or another effective means to drain any water that may get behind the stucco.]

3.5 INSTALLING LATH/TRIMS

- A. General: Installed per ASTM C1063 or per Architect’s direction. Trims shall be full length and installed plumb/level to within 1/8 inch in eight (8) feet.
- B. Weep screed shall be installed at the base of all framed walls.
- C. Trims shall be attached per the trim manufacturers instructions; however do not exceed 24 inches on center spacing.
- D. Apply lath per manufacturers recommendations. Laps shall occur at horizontal and vertical joints. Attach lath six (6) to seven (7) inches on center along framing supports (studs). Fastener shall penetrate wood by a minimum ¾ inch, penetration of wood based sheathing shall count as 50% of dimensional lumber. Metal framing by a minimum of three (3) full threads and engage the lath.
- E. Lath shall lap the flange of accessories by more than 50%.
- F. Control Joints: Installed per Architects direction. Single-piece control joint may be installed over continuous lath if approved by Building Official and/or Architect. If lath is discontinuous, framing shall support lath terminations. Notify architect of issues or changes.
- G. Expansion Joints: Install per Architect’s direction. Two piece joints (expansion) must have lath terminate each side.
- H. Contractor shall honor control or expansion joints in substrates.
- I. Do not mix lath products on same wall.
- J. Avoid excessive laps with expanded metal lath
- K. Do not use rib lath on walls
- L. Use wire nose corner for cement finish, PVC nose for acrylic finish
- M. Lath shall cover more than 75% of solid flanges.

3.6 INSTALLING PORTLAND CEMENT PLASTER

- A. **PER ASTM C926, APPLY PORTLAND CEMENT PLASTER BY HAND-TROWELING OR MACHINE-SPRAYING TO A NOMINAL THICKNESS OF 3/8-INCH (9.5MM) FOR SCRATCH COAT. THEN APPLY A**

SECOND COAT TO A NOMINAL THICKNESS OF 3/8-INCH (9.5 MM) BROWN COAT. TOTAL BASECOAT SHALL BE A NOMINAL ¾ INCH THICKNESS.

- B. Scratch coat shall substantially cover the lath and be applied with sufficient pressure to encase the lath in cement. Slickers to apply cement plaster are prohibited. Score in a horizontal pattern.
- C. Allow to cure 48 hours, or until sufficiently rigid to accept a brown coat.
- D. Apply brown coat to fill and complete basecoat. Nominal ¾ inch thickness. Rod to a flat plane. Do not apply to frozen or soft scratch coat. When excess moisture leaves brown coat, hard float to provide densification per ATSM. Hard floating procedure may be omitted if the "Base coat and Mesh or Stucco crack reduction system" is selected.
- E. Moist Curing: Provide sufficient moisture by fog or moist curing to permit proper hydration of the cementitious materials. The length of time and most effective procedure for curing will depend on climatic and job conditions. Refer to SMA curing guidelines.

3.7 INSTALLING BASE AND MESH

After brown (basecoat) coat has cured, apply approved polymer enriched cement skim coat to basecoat, then trowel in to fully embed the mesh into skim coat. Insure skim coat and finish coat are compatible products. A minimum two-inch (51 mm) overlap is required at all mesh joints. This method is highly recommended for smooth trowel finish plaster.

END OF SECTION 092400

SECTION 099100 - PAINTING

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Summary: Paint exposed surfaces, new and existing, unless otherwise indicated.
 - 1. Paint the back side of access panels.
 - 2. Color-code mechanical piping in accessible ceiling spaces.
 - 3. Do not paint prefinished items, items with an integral finish, operating parts, and labels unless otherwise indicated.
- B. Submittals:
 - 1. Product Data. Include printout of "MPI Approved Products List" with product highlighted.
 - 2. Samples.
- C. 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.
- D. Mockups: Full-coat finish Sample of each type of coating, color, and substrate, applied where directed.
- E. Extra Materials: Deliver to Owner 1 gal. of each color and type of finish coat paint used on Project, in containers, properly labeled and sealed.

PART 2 - PRODUCTS

2.1 PAINT

- A. Products:
 - 1. Benjamin Moore
 - 2. Bear
 - 3. Sherman - Williams
- B. Material Compatibility: Provide materials that are compatible with one another and with substrates.
 - 1. 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.

- C. Colors: As selected by architect from standard range of colors.

PART 3 - EXECUTION

3.1 PREPARATION

- A. Remove hardware, lighting fixtures, and similar items that are not to be painted. Mask items that cannot be removed. Reinstall items in each area after painting is complete.
- B. Clean and prepare surfaces in an area before beginning painting in that area. Schedule painting so cleaning operations will not damage newly painted surfaces.

3.2 APPLICATION

- A. Apply paints according to manufacturer's written instructions.
 - 1. Use brushes only for exterior painting and where the use of other applicators is not practical.
 - 2. Use rollers for finish coat on interior walls and ceilings.
- B. 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.
 - 1. If undercoats or other conditions show through topcoat, apply additional coats until cured film has a uniform paint finish, color, and appearance.
- C. Apply stains and transparent finishes to produce surface films without color irregularity, cloudiness, holidays, lap marks, brush marks, runs, ropiness, or other imperfections. Use multiple coats to produce a smooth surface film of even luster.

3.3 EXTERIOR PAINT APPLICATION SCHEDULE

- A. Steel:
 - 1. Semigloss, Quick-Dry Enamel: Two coats over rust-inhibitive primer: MPI EXT 5.1A.
- B. Dressed Lumber: Including architectural woodwork.
 - 1. Solid-Color Latex Stain: Two coats over latex primer: MPI EXT 6.3K.

END OF SECTION 099100

SECTION 311000 - SITE CLEARING

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Traffic: Minimize interference with adjoining roads, streets, walks, and other adjacent occupied or used facilities during site-clearing operations.
- B. Salvable Improvements: Carefully remove items indicated to be salvaged and store on Owner's premises where indicated.
- C. Notify utility locator service for area where Project is located before site clearing.
- D. Do not begin site-clearing operations until temporary erosion and sedimentation control measures are in place.

PART 2 - PRODUCTS (Not Applicable)

PART 3 - EXECUTION

3.1 PREPARATION

- A. Protect and maintain benchmarks and survey control points from disturbance.
- B. Provide temporary erosion and sedimentation control measures to prevent soil erosion and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways, according to a sediment and erosion control plan, specific to the site, that complies with EPA document No. EPA 832/R-92-005 or requirements of authorities having jurisdiction, whichever is more stringent.
- C. Protect site improvements to remain from damage. Restore damaged improvements to condition existing before start of site clearing.
- D. Locate and clearly flag trees and vegetation to remain or to be relocated.
- E. Protect remaining trees and shrubs from damage and maintain vegetation. Employ a licensed arborist to repair tree and shrub damage. Restore damaged vegetation. Replace damaged trees that cannot be restored to full growth, as determined by arborist.
- F. Do not store materials or equipment or permit excavation within drip line of remaining trees.
- G. Locate, identify, disconnect, and seal or cap off utilities indicated to be removed.
 - 1. Arrange with utility companies to shut off indicated utilities.

3.2 SITE CLEARING

- A. Remove existing above- and below-grade improvements as indicated and as necessary to facilitate new construction.
- B. Remove slabs, paving, curbs, gutters, and aggregate base as indicated.
 - 1. Neatly saw-cut length of existing pavement to remain before removing existing pavement.
- C. In areas not to be further excavated, fill depressions resulting from site clearing. Place and compact satisfactory soil materials in 6-inch- thick layers to density of surrounding original ground.
- D. Dispose of waste materials, including trash and debris off Owner's property. Burning waste materials on-site is not permitted.
 - 1. Separate recyclable materials produced during site clearing from other nonrecyclable materials. Store or stockpile without intermixing with other materials and transport them to recycling facilities.

END OF SECTION 311000

SECTION 312000 - EARTH MOVING

PART 1 - GENERAL

1.1 SECTION REQUIREMENTS

- A. Unauthorized excavation consists of excavation below subgrade elevations or beyond indicated lines and dimensions without direction by Architect. Unauthorized excavation, as well as remedial work directed by Architect, shall be without additional compensation.
- B. Do not interrupt existing utilities serving facilities occupied by Owner or others unless permitted in writing by Architect and then only after arranging to provide temporary utility services according to requirements indicated.

PART 2 - PRODUCTS

2.1 MATERIALS

- A. Satisfactory Soil: ASTM D 2487 Soil Classification Groups GW, GP, GM, SW, SP, and SM; free of rock or gravel larger than 2 inches in any dimension, debris, waste, frozen materials, vegetation, or other deleterious matter.
- B. Unsatisfactory Soil: ASTM D 2487 Soil Classification Groups GC, SC, ML, MH, CL, CH, OL, OH, and PT.
- C. Backfill and Fill: Satisfactory soil materials.
- D. Subbase Material: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; with at least 90 percent passing a 1-1/2-inch sieve and not more than 12 percent passing a No. 200 sieve.
- E. Bedding Course: Naturally or artificially graded mixture of natural or crushed gravel, crushed stone, and natural or crushed sand; ASTM D 2940; except with 100 percent passing a 1-inch sieve and not more than 8 percent passing a No. 200 sieve.
- F. Drainage Course: Narrowly graded mixture of crushed stone, or crushed or uncrushed gravel; ASTM D 448; coarse-aggregate grading Size 57; with 100 percent passing a 1-1/2-inch sieve and 0 to 5 percent passing a No. 8 sieve.

PART 3 - EXECUTION

3.1 EARTHWORK

- A. Protect and maintain erosion and sedimentation controls, which are specified in Division 31 Section "Site Clearing," during earthwork operations.
- B. Protect subgrades and foundation soils from softening and damage by water, freezing temperatures, or frost.

- C. Explosives: Do not use explosives.
- D. Excavate to subgrade elevations regardless of character of materials and obstructions encountered.
- E. Excavate to subgrade elevations. Material to be excavated will be classified as earth and rock. Do not excavate rock until it has been classified and cross sectioned by Architect. The Contract Sum will be adjusted for rock excavation according to unit prices included in the Contract Documents.
- F. Excavate for structures, building slabs, pavements, and walkways. Trim subgrades to required lines and grades.
- G. Utility Trenches: Excavate trenches to indicated slopes, lines, depths, and invert elevations. Maintain 12 inches of working clearance on each side of pipe or conduit.
 - 1. Place, compact, and shape bedding course to provide continuous support for pipes and conduits over rock and other unyielding bearing surfaces and to fill unauthorized excavations.
 - 2. Place and compact initial backfill of satisfactory soil material or subbase material, free of particles larger than 1 inch, to a height of 12 inches over the utility pipe or conduit. Place and compact final backfill of satisfactory soil material to final subgrade.
- H. Plow strip or break up sloped surfaces steeper than 1 vertical to 4 horizontal to receive fill.
- I. When subgrade or existing ground surface to receive fill has a density less than that required for fill, break up ground surface, pulverize, moisture-condition or aerate soil, and recompact.
- J. Place backfill and fill in layers not more than 8 inches in loose depth at optimum moisture content. Compact each layer under structures, building slabs, pavements, and walkways to 95 percent of maximum dry unit weight according to ASTM D 698; elsewhere to 90 percent.
- K. Grade areas to a smooth surface to cross sections, lines, and elevations indicated. Grade walkways, and unpaved subgrades to tolerances of plus or minus 1 inch and pavements and areas within building lines to plus or minus 1/2 inch.
- L. Under pavements and walkways, place subbase course material on prepared subgrades and compact at optimum moisture content to required grades, lines, cross sections, and thicknesses.
- M. Under slabs-on-grade, place drainage course on prepared subgrade and compact to required cross section and thickness.
- N. Allow testing agency to inspect and test each subgrade and each fill or backfill layer and verify compliance with requirements.
- O. Remove surplus satisfactory soil and waste material, including unsatisfactory soil, trash, and debris, and legally dispose of it off Owner's property.

END OF SECTION 312000