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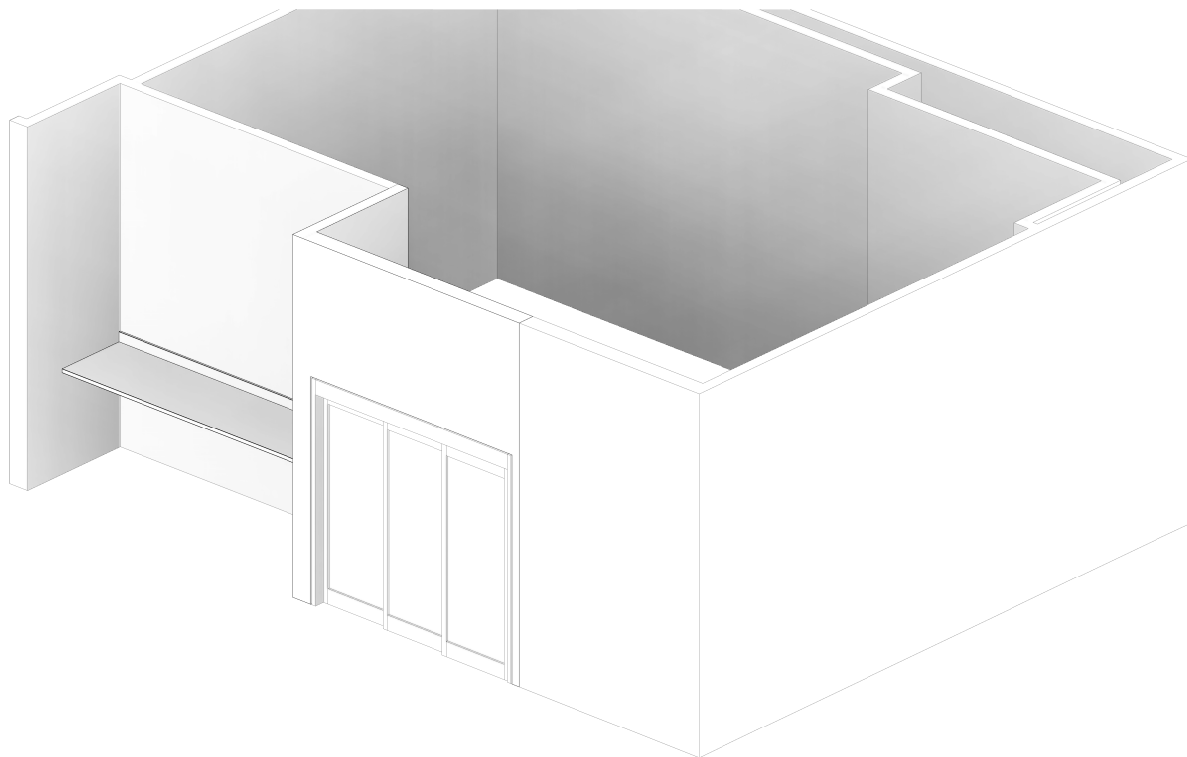
8th AVE & C STREET EAST
SALT LAKE CITY, UT 84143

20-026 | IH #10013781

NOVEMBER 24, 2021

PROJECT MANUAL DIVISIONS 00-12, 21-23, 26-28

PERMIT SET



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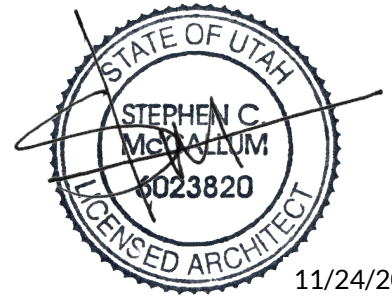
SECTION 00 0102 - PROJECT DIRECTORY

OWNER

Name: Intermountain Healthcare
Contact: Walt Shumway
Address: 36 South State Street, 23rd Floor, Salt Lake City, Utah 84111
Email: Walter.Shumway@imail.org@imail.org

ARCHITECT

Name: Incline Architects
Contact: Steve McCallum
Address: 1952 East Bryan Avenue, Salt Lake City, Utah 84108
Phone: 801.750.4841
Email: smccallum@inclinearch.com



11/24/2021

END OF SECTION

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SECTION 00 0110 - TABLE OF CONTENTS

LEGEND

FIRST COLUMN: DATE OF LATEST SECTION

SECOND COLUMN: SHADED INDICATES SECTION IS INCLUDED IN CURRENT PRINTING

THIRD COLUMN: REVISION NUMBER ("0" INDICATES ORIGINAL, REVISIONS ARE NUMBERED CONSECUTIVELY)

FOURTH COLUMN: SPECIFICATION SECTION NUMBER

FIFTH COLUMN: SPECIFICATION SECTION TITLE

NOTES FOR REVISED SPECIFICATION SECTIONS

1. DELETED INFORMATION IS INDICATED BY A STRIKETHROUGH (IE, THIS IS DELETED).
2. NEW INFORMATION IS INDICATED BY A DOUBLE UNDERLINE (IE, THIS IS ADDED).
3. ALL REVISED INFORMATION IS FURTHER IDENTIFIED BY A HEAVY VERTICAL LINE TO THE RIGHT OF ALL REVISIONS IN EACH INDIVIDUAL SPECIFICATION SECTION (REFER TO HEAVY BOLD LINE TO THE RIGHT FOR AN EXAMPLE).

ISSUES OF SPECIFICATION SECTIONS

DATE	DESCRIPTION
2021-11-24	PERMIT SET

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

2021-11-24	X	0	00 0102	PROJECT DIRECTORY
2021-11-24	X	0	00 0110	TABLE OF CONTENTS
2021-11-24	X	0	00 2113	AIA A701 - INSTRUCTIONS TO BIDDERS
2021-11-24	X	0	00 2213	SUPPLEMENTARY INSTRUCTIONS TO BIDDERS
2021-11-24	X	0	00 4000	BID FORM
2021-11-24	X	0	00 4373	PROPOSED SCHEDULE OF VALUES FORM
2021-11-24	X	0	00 6276.13	TAX EXEMPT CERTIFICATE
2021-11-24	X	0	00 7200	GENERAL CONDITIONS
2021-11-24	X	0	00 7300	SUPPLEMENTARY CONDITIONS

DIVISION 01 – GENERAL REQUIREMENTS

2021-11-24	X	0	01 1000	SUMMARY
2021-11-24	X	0	01 2000	PRICE AND PAYMENT PROCEDURES
2021-11-24	X	0	01 2500	SUBMITTAL PROCEDURES
2021-11-24	X	0	01 3000	ADMINISTRATION REQUIREMENTS
2021-11-24	X	0	01 4000	QUALITY REQUIREMENTS
2021-11-24	X	0	01 4200	REFERENCES
2021-11-24	X	0	01 5000	TEMPORARY FACILITIES AND CONTROLS
2021-11-24	X	0	01 6000	PRODUCT REQUIREMENTS
2021-11-24	X	0	01 7300	EXECUTION

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2021-11-24	X	0	01 7419	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL
2021-11-24	X	0	01 7700	CLOSEOUT PROCEDURES
2021-11-24	X	0	01 7823	OPERATION AND MAINTENANCE DATA
2021-11-24	X	0	01 7839	PROJECT RECORD DOCUMENTS
2021-11-24	X	0	01 7900	DEMONSTRATION AND TRAINING
2021-11-24	X	0	01 9113	GENERAL COMMISSIONING

DIVISION 02 – EXISTING CONDITIONS

2021-11-24	X	0	02 4100	DEMOLITION
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DIVISION 05 – METAL

2021-11-24	X	0	05 5000	METAL FABRICATION
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DIVISION 07 – THERMAL AND MOISTURE PROTECTION

2021-11-24	X	0	07 9200	JOINT SEALANTS
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DIVISION 08 – OPENINGS

2021-11-24	X	0	08 4243	INTENSIVE CARE UNIT/ CRITICAL UNIT (ICU/CCU) ENTRANCES
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DIVISION 09 – FINISHES

2021-11-24	X	0	09 2116	GYPSUM BOARD ASSEMBLIES
2021-11-24	X	0	09 6500	RESILIENT FLOORING
2021-11-24	X	0	09 9000	PAINTING AND COATING

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SECTION 002113
AIA A701 - INSTRUCTIONS TO BIDDERS

PART 1

1.01 SUMMARY

- A. **SEE AIA A701, INSTRUCTIONS TO BIDDERS.** AIA A701 Instructions to Bidders (included by reference - copies may be obtained from the Architect's office for the cost of reproduction). Where any part of the Instructions to Bidders is modified refer to 00 2213 Supplementary instructions, the unaltered provisions shall remain in effect.

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 Document A701™ – 2018

Instructions to Bidders

for the following Project:
(Name, location, and detailed description)

THE OWNER:
(Name, legal status, address, and other information)

THE ARCHITECT:
(Name, legal status, address, and other information)

TABLE OF ARTICLES

1	DEFINITIONS
2	BIDDER'S REPRESENTATIONS
3	BIDDING DOCUMENTS
4	BIDDING PROCEDURES
5	CONSIDERATION OF BIDS
6	POST-BID INFORMATION
7	PERFORMANCE BOND AND PAYMENT BOND
8	ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

FEDERAL, STATE, AND LOCAL LAWS MAY IMPOSE REQUIREMENTS ON PUBLIC PROCUREMENT CONTRACTS. CONSULT LOCAL AUTHORITIES OR AN ATTORNEY TO VERIFY REQUIREMENTS APPLICABLE TO THIS PROCUREMENT BEFORE COMPLETING THIS FORM.

It is intended that AIA Document G612™–2017, Owner's Instructions to the Architect, Parts A and B will be completed prior to using this document.

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Requirements consist of the advertisement or invitation to bid, Instructions to Bidders, supplementary instructions to bidders, the bid form, and any other bidding forms. The Proposed Contract Documents consist of the unexecuted form of Agreement between the Owner and Contractor and that Agreement's Exhibits, Conditions of the Contract (General, Supplementary and other Conditions), Drawings, Specifications, all Addenda, and all other documents enumerated in Article 8 of these Instructions.

§ 1.2 Definitions set forth in the General Conditions of the Contract for Construction, or in other Proposed Contract Documents apply to the Bidding Documents.

§ 1.3 Addenda are written or graphic instruments issued by the Architect, which, by additions, deletions, clarifications, or corrections, modify or interpret the Bidding Documents.

§ 1.4 A Bid is a complete and properly executed proposal to do the Work for the sums stipulated therein, submitted in accordance with the Bidding Documents.

§ 1.5 The Base Bid is the sum stated in the Bid for which the Bidder offers to perform the Work described in the Bidding Documents, to which Work may be added or deleted by sums stated in Alternate Bids.

§ 1.6 An Alternate Bid (or Alternate) is an amount stated in the Bid to be added to or deducted from, or that does not change, the Base Bid if the corresponding change in the Work, as described in the Bidding Documents, is accepted.

§ 1.7 A Unit Price is an amount stated in the Bid as a price per unit of measurement for materials, equipment, or services, or a portion of the Work, as described in the Bidding Documents.

§ 1.8 A Bidder is a person or entity who submits a Bid and who meets the requirements set forth in the Bidding Documents.

§ 1.9 A Sub-bidder is a person or entity who submits a bid to a Bidder for materials, equipment, or labor for a portion of the Work.

ARTICLE 2 BIDDER'S REPRESENTATIONS

§ 2.1 By submitting a Bid, the Bidder represents that:

- 1 the Bidder has read and understands the Bidding Documents;
- 2 the Bidder understands how the Bidding Documents relate to other portions of the Project, if any, being bid concurrently or presently under construction;
- 3 the Bid complies with the Bidding Documents;
- 4 the Bidder has visited the site, become familiar with local conditions under which the Work is to be performed, and has correlated the Bidder's observations with the requirements of the Proposed Contract Documents;
- 5 the Bid is based upon the materials, equipment, and systems required by the Bidding Documents without exception; and
- 6 the Bidder has read and understands the provisions for liquidated damages, if any, set forth in the form of Agreement between the Owner and Contractor.

ARTICLE 3 BIDDING DOCUMENTS

§ 3.1 Distribution

§ 3.1.1 Bidders shall obtain complete Bidding Documents, as indicated below, from the issuing office designated in the advertisement or invitation to bid, for the deposit sum, if any, stated therein.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall obtain Bidding Documents.)

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documents will be deducted from the deposit. A Bidder receiving a Contract award may retain the paper Bidding Documents, and the Bidder's deposit will be refunded.

§ 3.1.3 Bidding Documents will not be issued directly to Sub-bidders unless specifically offered in the advertisement or invitation to bid, or in supplementary instructions to bidders.

§ 3.1.4 Bidders shall use complete Bidding Documents in preparing Bids. Neither the Owner nor Architect assumes responsibility for errors or misinterpretations resulting from the use of incomplete Bidding Documents.

§ 3.1.5 The Bidding Documents will be available for the sole purpose of obtaining Bids on the Work. No license or grant of use is conferred by distribution of the Bidding Documents.

§ 3.2 Modification or Interpretation of Bidding Documents

§ 3.2.1 The Bidder shall carefully study the Bidding Documents, shall examine the site and local conditions, and shall notify the Architect of errors, inconsistencies, or ambiguities discovered and request clarification or interpretation pursuant to Section 3.2.2.

§ 3.2.2 Requests for clarification or interpretation of the Bidding Documents shall be submitted by the Bidder in writing and shall be received by the Architect at least seven days prior to the date for receipt of Bids. *(Indicate how, such as by email, website, host site/platform, paper copy, or other method Bidders shall submit requests for clarification and interpretation.)*

§ 3.2.3 Modifications and interpretations of the Bidding Documents shall be made by Addendum. Modifications and interpretations of the Bidding Documents made in any other manner shall not be binding, and Bidders shall not rely upon them.

§ 3.3 Substitutions

§ 3.3.1 The materials, products, and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance, and quality to be met by any proposed substitution.

§ 3.3.2 Substitution Process

§ 3.3.2.1 Written requests for substitutions shall be received by the Architect at least ten days prior to the date for receipt of Bids. Requests shall be submitted in the same manner as that established for submitting clarifications and interpretations in Section 3.2.2.

§ 3.3.2.2 Bidders shall submit substitution requests on a Substitution Request Form if one is provided in the Bidding Documents.

§ 3.3.2.3 If a Substitution Request Form is not provided, requests shall include (1) the name of the material or equipment specified in the Bidding Documents; (2) the reason for the requested substitution; (3) a complete description of the proposed substitution including the name of the material or equipment proposed as the substitute, performance and test data, and relevant drawings; and (4) any other information necessary for an evaluation. The request shall include a statement setting forth changes in other materials, equipment, or other portions of the Work, including changes in the work of other contracts or the impact on any Project Certifications (such as LEED), that will result from incorporation of the proposed substitution.

§ 3.3.3 The burden of proof of the merit of the proposed substitution is upon the proposer. The Architect's decision of approval or disapproval of a proposed substitution shall be final.

§ 3.3.4 If the Architect approves a proposed substitution prior to receipt of Bids, such approval shall be set forth in an Addendum. Approvals made in any other manner shall not be binding, and Bidders shall not rely upon them.

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§ 3.4 Addenda

§ 3.4.1 Addenda will be transmitted to Bidders known by the issuing office to have received complete Bidding Documents.

(Indicate how, such as by email, website, host site/platform, paper copy, or other method Addenda will be transmitted.)

§ 3.4.2 Addenda will be available where Bidding Documents are on file.

§ 3.4.3 Addenda will be issued no later than four days prior to the date for receipt of Bids, except an Addendum withdrawing the request for Bids or one which includes postponement of the date for receipt of Bids.

§ 3.4.4 Prior to submitting a Bid, each Bidder shall ascertain that the Bidder has received all Addenda issued, and the Bidder shall acknowledge their receipt in the Bid.

ARTICLE 4 BIDDING PROCEDURES

§ 4.1 Preparation of Bids

§ 4.1.1 Bids shall be submitted on the forms included with or identified in the Bidding Documents.

§ 4.1.2 All blanks on the bid form shall be legibly executed. Paper bid forms shall be executed in a non-erasable medium.

§ 4.1.3 Sums shall be expressed in both words and numbers, unless noted otherwise on the bid form. In case of discrepancy, the amount entered in words shall govern.

§ 4.1.4 Edits to entries made on paper bid forms must be initialed by the signer of the Bid.

§ 4.1.5 All requested Alternates shall be bid. If no change in the Base Bid is required, enter "No Change" or as required by the bid form.

§ 4.1.6 Where two or more Bids for designated portions of the Work have been requested, the Bidder may, without forfeiture of the bid security, state the Bidder's refusal to accept award of less than the combination of Bids stipulated by the Bidder. The Bidder shall neither make additional stipulations on the bid form nor qualify the Bid in any other manner.

§ 4.1.7 Each copy of the Bid shall state the legal name and legal status of the Bidder. As part of the documentation submitted with the Bid, the Bidder shall provide evidence of its legal authority to perform the Work in the jurisdiction where the Project is located. Each copy of the Bid shall be signed by the person or persons legally authorized to bind the Bidder to a contract. A Bid by a corporation shall further name the state of incorporation and have the corporate seal affixed. A Bid submitted by an agent shall have a current power of attorney attached, certifying the agent's authority to bind the Bidder.

§ 4.1.8 A Bidder shall incur all costs associated with the preparation of its Bid.

§ 4.2 Bid Security

§ 4.2.1 Each Bid shall be accompanied by the following bid security:

(Insert the form and amount of bid security.)

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Should the Bidder refuse to enter into such Contract or fail to furnish such bonds if required, the amount of the bid security shall be forfeited to the Owner as liquidated damages, not as a penalty. In the event the Owner fails to comply with Section 6.2, the amount of the bid security shall not be forfeited to the Owner.

§ 4.2.3 If a surety bond is required as bid security, it shall be written on AIA Document A310™, Bid Bond, unless otherwise provided in the Bidding Documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of an acceptable power of attorney. The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 4.2.4 The Owner will have the right to retain the bid security of Bidders to whom an award is being considered until (a) the Contract has been executed and bonds, if required, have been furnished; (b) the specified time has elapsed so that Bids may be withdrawn; or (c) all Bids have been rejected. However, if no Contract has been awarded or a Bidder has not been notified of the acceptance of its Bid, a Bidder may, beginning _____ days after the opening of Bids, withdraw its Bid and request the return of its bid security.

§ 4.3 Submission of Bids

§ 4.3.1 A Bidder shall submit its Bid as indicated below:

(Indicate how, such as by website, host site/platform, paper copy, or other method Bidders shall submit their Bid.)

§ 4.3.2 Paper copies of the Bid, the bid security, and any other documents required to be submitted with the Bid shall be enclosed in a sealed opaque envelope. The envelope shall be addressed to the party receiving the Bids and shall be identified with the Project name, the Bidder's name and address, and, if applicable, the designated portion of the Work for which the Bid is submitted. If the Bid is sent by mail, the sealed envelope shall be enclosed in a separate mailing envelope with the notation "SEALED BID ENCLOSED" on the face thereof.

§ 4.3.3 Bids shall be submitted by the date and time and at the place indicated in the invitation to bid. Bids submitted after the date and time for receipt of Bids, or at an incorrect place, will not be accepted.

§ 4.3.4 The Bidder shall assume full responsibility for timely delivery at the location designated for receipt of Bids.

§ 4.3.5 A Bid submitted by any method other than as provided in this Section 4.3 will not be accepted.

§ 4.4 Modification or Withdrawal of Bid

§ 4.4.1 Prior to the date and time designated for receipt of Bids, a Bidder may submit a new Bid to replace a Bid previously submitted, or withdraw its Bid entirely, by notice to the party designated to receive the Bids. Such notice shall be received and duly recorded by the receiving party on or before the date and time set for receipt of Bids. The receiving party shall verify that replaced or withdrawn Bids are removed from the other submitted Bids and not considered. Notice of submission of a replacement Bid or withdrawal of a Bid shall be worded so as not to reveal the amount of the original Bid.

§ 4.4.2 Withdrawn Bids may be resubmitted up to the date and time designated for the receipt of Bids in the same format as that established in Section 4.3, provided they fully conform with these Instructions to Bidders. Bid security shall be in an amount sufficient for the Bid as resubmitted.

§ 4.4.3 After the date and time designated for receipt of Bids, a Bidder who discovers that it made a clerical error in its Bid shall notify the Architect of such error within two days, or pursuant to a timeframe specified by the law of the jurisdiction where the Project is located, requesting withdrawal of its Bid. Upon providing evidence of such error to the reasonable satisfaction of the Architect, the Bid shall be withdrawn and not resubmitted. If a Bid is withdrawn pursuant to this Section 4.4.3, the bid security will be attended to as follows:
(State the terms and conditions, such as Bid rank, for returning or retaining the bid security.)

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If stipulated in an advertisement or invitation to bid, or when otherwise required by law, Bids properly identified and received within the specified time limits will be publicly opened and read aloud. A summary of the Bids may be made available to Bidders.

§ 5.2 Rejection of Bids

Unless otherwise prohibited by law, the Owner shall have the right to reject any or all Bids.

§ 5.3 Acceptance of Bid (Award)

§ 5.3.1 It is the intent of the Owner to award a Contract to the lowest responsive and responsible Bidder, provided the Bid has been submitted in accordance with the requirements of the Bidding Documents. Unless otherwise prohibited by law, the Owner shall have the right to waive informalities and irregularities in a Bid received and to accept the Bid which, in the Owner's judgment, is in the Owner's best interests.

§ 5.3.2 Unless otherwise prohibited by law, the Owner shall have the right to accept Alternates in any order or combination, unless otherwise specifically provided in the Bidding Documents, and to determine the lowest responsive and responsible Bidder on the basis of the sum of the Base Bid and Alternates accepted.

ARTICLE 6 POST-BID INFORMATION

§ 6.1 Contractor's Qualification Statement

Bidders to whom award of a Contract is under consideration shall submit to the Architect, upon request and within the timeframe specified by the Architect, a properly executed AIA Document A305™, Contractor's Qualification Statement, unless such a Statement has been previously required and submitted for this Bid.

§ 6.2 Owner's Financial Capability

A Bidder to whom award of a Contract is under consideration may request in writing, fourteen days prior to the expiration of the time for withdrawal of Bids, that the Owner furnish to the Bidder reasonable evidence that financial arrangements have been made to fulfill the Owner's obligations under the Contract. The Owner shall then furnish such reasonable evidence to the Bidder no later than seven days prior to the expiration of the time for withdrawal of Bids. Unless such reasonable evidence is furnished within the allotted time, the Bidder will not be required to execute the Agreement between the Owner and Contractor.

§ 6.3 Submittals

§ 6.3.1 After notification of selection for the award of the Contract, the Bidder shall, as soon as practicable or as stipulated in the Bidding Documents, submit in writing to the Owner through the Architect:

1. a designation of the Work to be performed with the Bidder's own forces;
2. names of the principal products and systems proposed for the Work and the manufacturers and suppliers of each; and
3. names of persons or entities (including those who are to furnish materials or equipment fabricated to a special design) proposed for the principal portions of the Work.

§ 6.3.2 The Bidder will be required to establish to the satisfaction of the Architect and Owner the reliability and responsibility of the persons or entities proposed to furnish and perform the Work described in the Bidding Documents.

§ 6.3.3 Prior to the execution of the Contract, the Architect will notify the Bidder if either the Owner or Architect, after due investigation, has reasonable objection to a person or entity proposed by the Bidder. If the Owner or Architect has reasonable objection to a proposed person or entity, the Bidder may, at the Bidder's option, withdraw the Bid or submit an acceptable substitute person or entity. The Bidder may also submit any required adjustment in the Base Bid or Alternate Bid to account for the difference in cost occasioned by such substitution. The Owner may accept the adjusted bid price or disqualify the Bidder. In the event of either withdrawal or disqualification, bid security will not be forfeited.

§ 6.3.4 Persons and entities proposed by the Bidder and to whom the Owner and Architect have made no reasonable objection must be used on the Work for which they were proposed and shall not be changed except with the written consent of the Owner and Architect.

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§ 7.1.1 If stipulated in the Bidding Documents, the Bidder shall furnish bonds covering the faithful performance of the Contract and payment of all obligations arising thereunder.

§ 7.1.2 If the furnishing of such bonds is stipulated in the Bidding Documents, the cost shall be included in the Bid. If the furnishing of such bonds is required after receipt of bids and before execution of the Contract, the cost of such bonds shall be added to the Bid in determining the Contract Sum.

§ 7.1.3 The Bidder shall provide surety bonds from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located.

§ 7.1.4 Unless otherwise indicated below, the Penal Sum of the Payment and Performance Bonds shall be the amount of the Contract Sum.
(If Payment or Performance Bonds are to be in an amount other than 100% of the Contract Sum, indicate the dollar amount or percentage of the Contract Sum.)

§ 7.2 Time of Delivery and Form of Bonds

§ 7.2.1 The Bidder shall deliver the required bonds to the Owner not later than three days following the date of execution of the Contract. If the Work is to commence sooner in response to a letter of intent, the Bidder shall, prior to commencement of the Work, submit evidence satisfactory to the Owner that such bonds will be furnished and delivered in accordance with this Section 7.2.1.

§ 7.2.2 Unless otherwise provided, the bonds shall be written on AIA Document A312, Performance Bond and Payment Bond.

§ 7.2.3 The bonds shall be dated on or after the date of the Contract.

§ 7.2.4 The Bidder shall require the attorney-in-fact who executes the required bonds on behalf of the surety to affix to the bond a certified and current copy of the power of attorney.

ARTICLE 8 ENUMERATION OF THE PROPOSED CONTRACT DOCUMENTS

§ 8.1 Copies of the proposed Contract Documents have been made available to the Bidder and consist of the following documents:

- .1 AIA Document A101™-2017, Standard Form of Agreement Between Owner and Contractor, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)
- .2 AIA Document A101™-2017, Exhibit A, Insurance and Bonds, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)
- .3 AIA Document A201™-2017, General Conditions of the Contract for Construction, unless otherwise stated below.
(Insert the complete AIA Document number, including year, and Document title.)
- .4 AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203-2013.)

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Number	Title	Date	
.6	Specifications		
	Section	Title	Date Pages
.7	Addenda:		
	Number	Date	Pages
.8	Other Exhibits: <i>(Check all boxes that apply and include appropriate information identifying the exhibit where required.)</i>		
	<input type="checkbox"/> AIA Document E204™-2017, Sustainable Projects Exhibit, dated as indicated below: <i>(Insert the date of the E204-2017.)</i>		
	<input type="checkbox"/> The Sustainability Plan:		
	Title	Date	Pages
	<input type="checkbox"/> Supplementary and other Conditions of the Contract:		
	Document	Title	Date Pages
.9	Other documents listed below: <i>(List here any additional documents that are intended to form part of the Proposed Contract Documents.)</i>		

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END OF SECTION 002113

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**SECTION 002213
SUPPLEMENTARY INSTRUCTIONS TO BIDDERS**

PART 1 GENERAL

1.01 SUMMARY

- A. The Supplementary Instructions to Bidders herein describe, contain changes and additions to AIA A701 Instructions to Bidders (included by reference - copies may be obtained from the Architect's office for the cost of reproduction). Where any part of the Instructions to Bidders is modified by these Supplementary instructions, the unaltered provisions shall remain in effect.

COPIES

- A. Add the following:
 - 1. The title or cover sheet to the drawings and the index to the Project Manual contains a list of all documents which comprise a full set of bid documents for this project. Any Contractor, Subcontractor, vendor or any other person participating in or bidding on this project shall be responsible for the information contained in any and all sheets of drawings and all sections of the specifications. If any person, party or entity elects to submit bids for any portion, or all, of this project, that person, party or entity shall be responsible for any and all information contained in these drawings and specifications, including, but not limited to, any subsequent addendums or clarifications that may be issued.

2.02 SUBSTITUTIONS

- A. Amend 3.3.2 to read:
 - 1. No substitution will be considered prior to receipt of Bids unless written request for approval has been received by the Architect at least 7 days prior to the date for receipt of Bids.

2.03 ADDENDA

- A. Amend 3.4.3 to read:
 - 1. No addenda will be issued later than 24 hours prior to the date for receipt of Bids except an addendum may be issued no later than 12 hours prior to the date for receipt of bids for the purpose of cancellation or postponement of receipt of bids. It is the responsibility of the Bidder to disseminate addendum information to sub-bidders.

BID SECURITY

DELETE THIS ARTICLE IN ITS ENTIRETY. BID BONDS WILL NOT BE REQUIRED FOR THIS PROJECT.

ARTICLE 7 - PERFORMANCE AND PAYMENT BOND

5.01 DELETE THIS ARTICLE IN ITS ENTIRETY. BONDS WILL NOT BE REQUIRED FOR THIS PROJECT.

END OF SECTION 002213

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SALT LAKE CITY, UTAH

**SECTION 004000
BID FORM**

IHC HEALTH SERVICES, INC. (INTERMOUNTAIN HEALTHCARE)

FACILITY DESIGN AND CONSTRUCTION (FD&C)

36 SOUTH STATE STREET, 21ST FLOOR

SALT LAKE CITY, UTAH 84111-1486

INTERMOUNTAIN HEALTHCARE : PROJECT NAME

NAME OF BIDDER:

BIDDER ADDRESS:

DATE:

THE UNDERSIGNED, IN COMPLIANCE WITH YOUR INVITATION TO BID, HAVING EXAMINED THE DRAWINGS AND SPECIFICATIONS (CONTRACT DOCUMENTS) AND RELATED DOCUMENTS AND THE SITE OF THE PROPOSED WORK AND BEING FAMILIAR WITH ALL OF THE CONDITIONS SURROUNDING THE CONSTRUCTION OF THE PROPOSED PROJECT, INCLUDING THE AVAILABILITY OF LABOR, HEREBY PROPOSE TO FURNISH ALL LABOR, MATERIALS, SERVICES, EQUIPMENT AND APPLIANCES REQUIRED IN CONNECTION WITH OR INCIDENTAL TO THE CONSTRUCTION OF THE ABOVE NAMED PROJECT IN STRICT CONFORMANCE WITH THE FOLLOWING SPECIFICATION AND DRAWINGS:

INSTRUCTIONS TO BIDDERS, GENERAL CONDITIONS, SUPPLEMENTAL GENERAL CONDITIONS, SPECIFICATION DIVISIONS AS SHOWN AND ALL APPLICABLE ADDENDA AND DRAWINGS AS LISTED ON THE DRAWING COVER SHEETS AS PREPARED BY JEREMY BASTOW/VCBO ARCHITECTS.

I/WE CERTIFY, BY SIGNING THIS BID FORM, THAT I/WE HAVE A WORKING RELATIONSHIP WITH THE PROPOSED SUBCONTRACTORS AND THAT BIDS WE'RE NOT SOLICITED FROM; AND/OR THE RECEIVED CONTRACT DOCUMENTS WERE NOT LISTED IN ANY PLAN ROOMS FOR DISTRIBUTION TO SUBCONTRACTORS BROADLY.

BASE BID – FOR THE SPRINGVILLE WORKMED REMODEL FOR INTERMOUNTAIN HEALTHCARE:

**FOR WORK OF THE CONTRACT LISTED ABOVE AND SHOWN ON THE DRAWINGS AND DESCRIBED IN THE PROJECT MANUAL, I/WE AGREE TO PERFORM FOR THE SUM OF:
DOLLARS (\$)**

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(IN THE CASE OF DISCREPANCY, WRITTEN AMOUNT SHALL GOVERN)

ALTERNATES:

ALTERNATE NO. 1:

DOLLARS (\$)

(IN THE CASE OF DISCREPANCY, WRITTEN AMOUNT SHALL GOVERN)

REQUIRED ADDITIONAL CALENDAR DAYS: _____

CONTRACTOR'S PROPOSED CONSTRUCTION TIME PERIOD:

THIS BID REQUIRES A CONSTRUCTION TIME IN CALENDAR DAYS FROM THE DATE OF AUTHORIZATION OF _____ CALENDAR DAYS. THE ANTICIPATED DATE OF SUBSTANTIAL COMPLETION IS THUS _____, 20__.

THE ABOVE BID INCLUDES _____ WINTER WEATHER DELAY DAYS.

ALLOWANCES: N/A

ADDENDA:

I/WE ACKNOWLEDGE RECEIPT OF THE FOLLOWING ADDENDA FOR THE ABOVE NOTED PROJECT: ___/___/___/___/___

SCHEDULE OF VALUES:

I/WE HAVE ATTACHED WITH THIS BID FORM OUR SCHEDULE OF VALUES (SECTION 00 4373) WHICH REFLECTS THE ABOVE BASE BID. WE SUBMIT THIS FOR OWNER REVIEW OF SUBCONTRACTORS THAT ARE BEING PROPOSED FOR THIS PROJECT.

TYPE OF ORGANIZATION:

(CORPORATION, PARTNERSHIP, INDIVIDUAL, ETC.)

RESPECTFULLY SUBMITTED,

NAME OF BIDDER

AUTHORIZED SIGNATURE

END OF SECTION 004000

**SECTION 004373
 PROPOSED SCHEDULE OF VALUES**

NAME OF BIDDER:

DATE:

DIV	TITLE	AMOUNT	\$/SQ. FT	COMMENTS
01	GENERAL CONDITIONS	\$ _____	\$ _____	
02	DEMOLITION	\$ _____	\$ _____	
05	METAL FABRICATIONS	\$ _____	\$ _____	
07	THERMAL AND MOISTURE PROTECTION	\$ _____	\$ _____	
08	OPENINGS	\$ _____	\$ _____	
09	FINISHES	\$ _____	\$ _____	
10	SPECIALTIES	\$ _____	\$ _____	
12	FURNISHINGS	\$ _____	\$ _____	
21	FIRE SUPPRESSION	\$ _____	\$ _____	
22	PLUMBING	\$ _____	\$ _____	
23	HVAC	\$ _____	\$ _____	
26	ELECTRICAL	\$ _____	\$ _____	
27	COMMUNICATIONS	\$ _____	\$ _____	
28	ELECTRONIC SAFETY AND SECURITY	\$ _____	\$ _____	
	SUBTOTAL	\$ _____	\$ _____	
	OVERHEAD AND PROFIT	\$ _____	\$ _____	
	TOTAL COST	\$ _____	\$ _____	

END OF SECTION 004373

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**SECTION 006276.13
TAX EXEMPTION CERTIFICATE**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Construction materials purchased by or on behalf of Intermountain Healthcare may be exempt from Utah sales and use taxes. Tax Exempt Form TC-721 must be used by vendors when purchasing construction materials for Intermountain Healthcare projects. A copy of Form TC-721, with the Owner's pertinent tax information, follows this cover page.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 006276.13

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**SECTION 007200
GENERAL CONDITIONS**

GENERAL

1.01 SECTION INCLUDES

- A. INTERMOUNTAIN HEALTHCARE GENERAL CONDITIONS of the Contract for Construction to be furnished, as requested. Where any part of the General Conditions is modified, the unaltered provisions shall remain in effect. An electronic copy may be obtained from Intermountain Healthcare's Project Manager.

PRODUCTS - NOT USED

EXECUTION - NOT USED

END OF SECTION 007200

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**SECTION 007300
SUPPLEMENTARY CONDITIONS**

PART 1 GENERAL

1.01 SUMMARY

- A. These Supplementary Conditions amend and supplement the General Conditions defined in Document 007200 - General Conditions and other provisions of Contract Documents as indicated below. Provisions that are not so amended or supplemented remain in full force and effect.
- B. The terms used in these Supplementary Conditions that are defined in the General Conditions have the meanings assigned to them in the General Conditions.
- C. The Supplementary Conditions modify, change, delete from or add to the General Conditions and shall apply to each and every Section of the Work as though written in full therein.
- D. The following paragraphs and subparagraphs take precedence over the General Conditions. Where any part of the General Conditions is modified or deleted by the Supplementary Conditions, the unaltered provisions remain in effect.
- E. Correlation and Intent of the Contract Documents:
 - 1. Sections of Division 01 - General Requirements govern the execution of all sections of the specifications.
 - 2. Summary paragraphs placed at the beginning of the Sections present a brief indication of the principal Work included in that Section, but do not limit Work to subject mentioned nor purport to itemize Work that may be included.
 - 3. The Relation of Specifications and Drawings shall be equal authority and priority. Should they disagree in themselves, or with each other, bids shall be based on the most expensive combination of quality and quantity of work indicated. The appropriate Work, in the event of the above mentioned disagreements, shall be determined by the Architect.
 - 4. Should the Drawings disagree themselves, figures shall govern over scaled measurements, large scaled Drawings shall govern over small scale Drawings, the greater quantity of work or materials shall be furnished and performed; the descriptive writings shall govern over legends indicating material or conditions and the Agreement takes precedence over all other Contract Documents.
 - 5. Failure to report a conflict in the Contract Documents shall be deemed evidence that the Contractor has elected to proceed in the more expensive manner.
 - 6. Instructions, directions and requirements as specified shall be considered to be followed by the phrase "unless otherwise specified or indicated".

1.02 INTERPRETATION

- A. In the interest of brevity the Contract Documents frequently omit modifying words such as "all" and "any" and articles such as "the" and "an," but the fact that a modifier or an article is absent from one statement and appears in another is not intended to affect the interpretation of either statement.

1.03 INFORMATIONAL SUBMITTALS

- A. Informational submittals may be so identified in the Contract Documents.

1.04 PROFESSIONAL CERTIFICATION

- A. When professional certification of performance criteria of materials, systems or equipment is required by the Contract Documents, the Architect shall be entitled to rely upon the accuracy and completeness of such calculations and certifications.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 007300

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**SECTION 011000
SUMMARY**

PART 1 GENERAL

1.01 SUMMARY

- A. Section Includes:
 - 1. Project information.
 - 2. Phased construction.
 - 3. Work by owner.
 - 4. Work under sperate contract.
 - 5. Future work.
 - 6. Purchase contracts.
 - 7. Owner Furnished, Owner Installed (OFOI) products.
 - 8. Owner Funished, Contractor Installed (OFCl) products.
 - 9. Worker conduct and appearance - work rules.
 - 10. Healthcare facility renovation work.
- B. Responsibility Matrix: Matrix indicating the responsibilityes for Owner Furnished / Owner Installed (OFOI), Owner Funished / Contrator Installed (OFCl), and Contractor Funished / Contractor Installed (CFCl) furnishing and equipment shall comply with the Matrix following the Section.

1.02 PROJECT INFORMATION

- A. Project identification: 21-026 IH LDSH ED Code Room Remodel
 - 1. Project Location:
- B. Owner's: Intermountain Healthcare
 - 1. Owner's Representative
- C. Architect: Incline Architects.
 - 1. Architect's Consultants: The Architect has retained the following design professionals who have prepared designated portions of the Contract Documents:
 - a. Refer to Section 00 0102 - Project Directory for consultant information.
- D. Other Owner Consultants: The Owner has retained the following design professionals who have prepared designated portions of the Contract Documents:
- E. Project Web Site: A project Web site administered by Owner will be used for purposes of managing communication and documents during the construction stage.
 - 1. See Division 01 Section "Project Management and Coordination" for requirements for establishing, administering, and using the Project Web site.

1.03

1.04 OWNER OCCUPANCY

- A. Owner intends to occupy the Project upon Substantial Completion.
- B. Cooperate with Owner to minimize conflict and to facilitate Owner's operations.
- C. Schedule the Work to accommodate Owner occupancy.

1.05 CONTRACTOR USE OF SITE AND PREMISES

- A. Provide access to and from site as required by law and by Owner:
 - 1. Emergency Building Exits During Construction: Keep all exits required by code open during construction period; provide temporary exit signs if exit routes are temporarily altered.
 - 2. Do not obstruct roadways, sidewalks, or other public ways without permit.

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PART 2 PRODUCTS - NOT USED PART 3 EXECUTION - NOT USED



RESPONSIBILITY MATRIX Updated: January 5, 2021
 The following list identifies the majority of the items that are to be included in the capital project build-out. All Owner items need to be coordinated with A/E (Design Team), Contractor, and Owner (Facility Design & Construction and Supply Chain Facility Equipment Planners). For OFCI or OFCI items, Contractor is required to track equipment on construction schedule and to notify Owner of required delivery times taking into account for equipment lead times.

ITEM	OWNER/VENDOR	NOTES	ADDITIONAL NOTES		
			Date	Power	Backlog
SFDR - (Owner Furnished / Owner Installed)		(Coordinate location of items with Owner and track within construction schedule)			
Art	Owner / Owner (Alpine Art)	All artwork to be coordinated with Dan Korker. Provide power to required artwork.			
Brchure Backs	Owner / Owner	Contractor to provide proper backing.			
Chart Backs	Owner / Owner (Midwest)	Contractor to provide proper backing.			
Copiers	Owner / Owner	A/E to locate where copiers/printers to not visual clutter.	Yes	Yes	
Cork Dispensers	Owner / Owner				
Exam Tables	Owner / Owner				Yes
Systems Furniture (including demountable partitions)	Owner / Owner (Midwest & Steelcase)	Coordinate modelty panels with elec. outlets. Sit/Stand desks to have modesty panels on front. Attention to be given to coord. management. A/E to coordinate data and power with Midwest.	Yes	Yes	
Receptionist Desk	Owner / Owner (Midwest & Steelcase)				
Movable Metal Shelving	Owner / Owner				
Reception / Desk Chairs	Owner / Owner				
Signage - Exterior	Owner / Owner (IG Group, YESCO)	Provide power and data to required exterior signage. Provide conduit for above ceiling signs. Coordinate thru-wall conduit sleeves with weather barrier. A/E to coordinate traffic signage and Contractor to install. Intermountain Logo Signs - (2) 20A Circuits - May vary. Handcars and other Signs - (1) 20A Circuits - May vary.	Yes	Yes	Yes
Signage - Interior (including Code Signage)	Owner / Owner (Scribbley, Hightech)	Provide power to required signage. Contractor to track in schedule and notify Owner for when Code Required signage is required to be installed.			
Radiology Equipment	Owner / Owner (See subject matter expert list)	A/E responsible to coordinate final site equipment drawings into Construction Documents from Owner's Vendor.	Yes	Yes	
Clinical Garbage Cans (Clinical, Office, PT, Etc.)	Owner / Owner				
Computers, Printers, Scanners, Keyboards, Mice, etc.	Owner / Owner	In-celling & wall mounts, conduits and boxes mounted by Contractor. Computers to be All-in-One, typ. in IMG exam rooms.	Yes	Yes	Yes
Televisions, Digital Projectors, similar devices, etc.	Owner / Owner	These items to be provided by Owner, but A/E to coordinate locations and infrastructure. Contractor to refer to OFCI section.	Yes	Yes	Yes
Keyboard Trays	Owner / Owner				
PDAS	Owner / Owner				
Myopics: Marker Boards, Cork Boards, Hurdle Boards, Idea Tracking Boards, etc.	Owner / Owner (Midwest)	A/E to coordinate location with Owner.			Yes
Emergency Evacuation Medical Sign (Med Sign)	Owner / Owner	Contractor to provide proper backing, coordinate with Owner.			Yes
Supply Area Panels	Owner / Owner				
Audio/Video (AV)	Owner / Owner	Intermountain SCO will source & supply the AV system including specialized cabling (e.g. HDMI, etc.) Refer to CFCI section for Contractor requirements. A/E to identify locations on drawings, coordinate with Owner. Contractor to provide infrastructure, back boxes, conduits, pathways and cabling (from wall side back).	Yes	Yes	
Nurse Notification Call (NNC) System & Devices (Hospital Campus)	Owner / Owner (Hill-Rom)	Hospital local facility team to work with Supply Chain Facility Equipment Planning team to contract directly with Nurse Notification Call (NNC) system vendor (Hill-Rom) for devices, equipment monitors, etc. A/E to coordinate with Owner and Hill-Rom for all NNC infrastructure required to support the device locations and types designated by Hill-Rom on their site specific drawings. Hill-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home runs to RCB, RCB to device, device to device, etc.) etc. for all NNC devices (e.g. RCB, GSIR-10, room devices, etc.). The cabling for the NNC system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with Hill-Rom.	Yes; see CFCI	Yes; see CFCI	
Staff Assist Notification Call System & Devices (Medical Group Clinics on hospital campuses to match NNC system)	Owner / Owner (Hill-Rom)	Hospital local facility/IMG Ops team to work with Supply Chain Facility Equipment Planning team to contract directly with Staff Assist Notification Call system vendor (Hill-Rom) for devices, equipment monitors, etc. (from wall side out). Staff Assist Notification system to be coordinated with Hospital Campus NNC system, as applicable. Medical Group Strategic Planner and IMG Operations Officer. A/E to coordinate with Owner and Hill-Rom for all Staff Assist Notification Call system infrastructure required to support the device locations and types designated by Hill-Rom on their site specific drawings. Hill-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home runs to RCB, RCB to device, device to device, etc.) etc. for all NNC and Staff Assist Notification Call devices (e.g. RCB, GSIR-10, etc.). The cabling for the NNC and Staff Assist Notification Call system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with Hill-Rom.	Yes; see CFCI	Yes; see CFCI	
Staff Assist Notification Call System & Devices (Stand-alone Medical Group Clinics)	Owner / Owner (Hill-Rom)	IMG Ops team to work with Supply Chain Facility Equipment Planning team to contract directly with Staff Assist Notification Call system vendor (Hill-Rom) for devices, equipment monitors, etc. (from wall side out). Staff Assist Notification Call system to be coordinated with Medical Group Strategic Planner and Operations Officer. A/E to coordinate with Owner and Hill-Rom for all Staff Assist Notification Call system infrastructure required to support the device locations and types designated by Hill-Rom on their site specific drawings. Hill-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home runs to RCB, RCB to device, device to device, etc.) etc. for all Staff Assist Notification Call devices (e.g. RCB, GSIR-10, etc.). The cabling for the Staff Assist Notification Call system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with Hill-Rom.	Yes; see CFCI	Yes; see CFCI	

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Item	Owner / Contractor	Notes	Yes	Power	Backlog
Patient Monitoring System & Devices (Hospital Campus)	Owner / Owner	Hospital local facilities to work with Supply Chain Facility. Equipment Planning team to contact directly with Patient Monitoring vendors for devices, equipment, monitors, etc. (from well and out). A/E to identify locations on drawings, coordinate with Owner. Contractor to provide all infrastructure including conduits, back boxes, and home-run cabling from Patient Monitoring devices to TECTUM rooms that connect to Intermountain's network. Intermountain Siemon certified installer to install. Intermountain Siemon certified installer to install. The Patient Monitoring system device to be installed by Vendor.	Yes	Yes	
TV Hanger	Owner / Owner	A/E to identify locations on drawings, coordinate with Owner. Backing to be coordinated, if required.			
Sharps Disposal Container	Owner / Owner (Stencyck)	A/E to identify locations on drawings, coordinate with Owner. Backing to be coordinated, if required.			
Infant/Pediatric Security System	Owner / Owner (Tolguard)	A/E to identify locations on drawings. This system is to be coordinated with Owner, Women's and Children's Operations, Clinical Programs and Security.	Yes	Yes	
DFCI (Owner Furnished / Contractor Installed) (Coordinate location of items with Owner and track within construction schedule)					
Automated External Defibrillator (AED)	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. A/E to coordinate recess, semi-recessed, or surface mount options with Owner.	Yes		
Time Clocks	Owner / Contractor	Conduit and boxes by Contractor. Coordinate location with Owner.	Yes	Yes	
Pager Tower Dispensers	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.			
Soap Dispensers	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.			
Tollie Paper Dispensers	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.			
Sanitary Napkin Dispensers/Recyclables	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.			
Water Cooled Station	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.	Yes		
Hand Sanitizer Dispensers (Avagard)	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.			
Diagnosis Board (EKG/ECG/ECG/ECG)	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.		Yes	
Stadiometers, Recessed Scales	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner; coordinate power.	Yes	Yes	
Procedure Lights	Owner / Contractor	A/E to coordinate with Owner and Owner's selected equipment Vendor. A/E to identify locations on drawings, coordinate with Owner. A/E to coordinate the design of the procedure light support structure into drawings. Contractor to provide and install procedure light support structure.		Yes	Yes
Scrub Sinks & Cerners	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and for install coordination.			Yes
IV Track	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. Backing to be coordinated, if required.			Yes
Boom Mounting Plates (Equipment, Lighting, Anesthesia)	Owner / Contractor	A/E to coordinate with Owner and Owner's selected equipment Vendor. A/E to identify boom locations on drawings, coordinate with Owner. A/E to coordinate the design of the boom support structure into drawings. Final site specific equipment drawings from Vendor to be coordinated with Construction Documents. Contractor to coordinate with Owner and install boom support structure and boom mounting plates. Contractor to coordinate with Owner for ordering and install of boom mounting plates.	Yes	Yes	Yes
OR Clocks	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and install coordination.	Yes	Yes	Yes
Clinical Clocks	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and install coordination.		Yes	Yes
Shower Curtains & Rods	Owner (Medline) / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and install coordination.			
Cubicle Curtains & Tracks	Owner (Medline) / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and install coordination.			
Digital Projector Mounts, TV Mounts, & Computer Mounts (Ergonomics Brackets/Mounts, etc.)	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner. Contractor to coordinate with Owner for ordering and install coordination. In-ceiling & wall mounts, conduits and boxes provide and installed by Contractor. A/E to coordinate AV requirements. Contractor to add required AV cables.	Yes	Yes	Yes
Radiation Protection Calculations and Certification	Owner / Contractor	A/E to coordinate with Owner in the design phase for coordinating with Medical Physics Consultants or others, when required. Contractor to coordinate prior to Gyn. Bd. install.			Yes
Patient Lifts	Owner (Liko, subsidiary of Hill-Rom) / Contractor	A/E to identify locations on drawings, coordinate with Owner. A/E to design required support structure for Contractor to install for necessary Liko patient lift connections (e.g. pendant / rails / etc). Contractor to coordinate also drawings and installation requirements prior with Liko. Connect to equipment branch if required.		Yes	
Building Alarms / Medication Refrigerator Alarm / Pharmacy Alarm System	Owner / Contractor	A/E to identify locations and infrastructure on drawings, coordinate with Owner. Contractor to provide conduit and infrastructure into accessible ceiling for access from equipment and/or devices. Local Facility to contract with alarm company for alarm, wire, and monitoring.		Yes	
UPS (MRI, Data Room, CPU, or other similar equipment)	Owner / Contractor	A/E to identify equipment locations on drawings, coordinate with Owner.	Yes	Yes	Yes
Central Tracking Boards	Owner / Contractor	A/E to identify locations on drawings, coordinate with Owner.	Yes	Yes	Yes
Distributed Antenna System (DAS) including Public Safety	Owner (DAS vendor selected and managed by Intermountain CTIS/Telecom) / Contractor	A/E to locate infrastructure on drawings to simplify the DAS install. Contractor to track on construction schedule and coordinate DAS install with Owner's Vendor.			
Alarm - Mass Notification System (Public Areas)	Owner / (Alertus) / Contractor	A/E to identify locations on drawings, coordinate with Owner.	Yes	Yes	

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CFCI - (Contractor Furnished / Contractor Installed)			Data	Power	Backlog
Brick/Concrete masonry and gwallwork	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			Yes
Apron Hooks/Rack (Heavy Duty in Radiology)	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			Yes
Communication Booths (e.g. Patient Rooms)	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			Yes
Emergency Phones, Kiosks - Elevator	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner. Conduit and boxes by Contractor.	Yes	Yes	Yes
Med Gas Certification	Contractor / Contractor	Contractor to coordinate Vendor with Owner.			
Emergency Shower Station / Eye Wash Station	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner. These shall meet ANSI and Owner requirements.			
Fire Extinguishers	Contractor / Contractor	AE to identify types and locations on drawings, coordinate with Owner. 10 lbs. minimum - refer to Intermountain Design Guidelines & Construction Standards.			Yes
Staff Beds (Rest rooms, Radiology, Exam rooms, etc.)	Contractor / Contractor	AE to identify locations on drawings.			Yes
Coil Hooks (Rest rooms/Shower, Exam rooms, Offices/Workstations only)	Contractor / Contractor	AE to identify locations on drawings.			
Mirrors (Rest rooms, Exam, Radiology, Rehab, etc.)	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			Yes
Pneumatic Tube Systems	Contractor / Contractor (Swivelog, Albee Group, or other approved)	AE to identify locations on drawings, coordinate with Owner. If selected, verify pricing to per instance (Intermountain Contract Agreement). Design assistance fees are included in this statement.	Yes	Yes	
Plumbing Showers	Contractor / Contractor				
Security Cameras, Video Surveillance	Contractor / Contractor (AEC/Systems/Commercial)	AE to identify locations on drawings, coordinate with Owner. Refer to Division 27 for the Intermountain Design Guidelines and Construction Standards. Coordinate with Owner/User on connections, ports of Router/switch, inner-ducts, etc.	Yes		
Voice/Data Cabling (all horizontal cabling)	Contractor / Contractor (Cable Valley Elec., ES Commercial, Data Tech Professionals, Hunt Electric, and others listed in Intermountain Div. 27)	AE to identify locations on drawings, coordinate with Owner. Coordinate with Owner/User on connections, ports of Router/switch, inner-ducts, etc.	Yes		
Support Bracing/Structure for Radiology and similar equipment	Contractor / Contractor	AE to coordinate with Owner and Owner's selected Radiology equipment Vendor. AE to coordinate the design of the support bracing/structure into drawings. Final site specific equipment drawings from Vendor to be coordinated with Construction Documents. Contractor to coordinate with Owner for install of support structure.	Yes	Yes	Yes
Wall Protection (Incl. Bumper and Corner Guards)	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			
Intrusion Detection	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			
Access Control (Card Readers (Locks))	Contractor / Contractor (AEC/Comp/Commercial)	AE to identify locations on drawings, coordinate with Owner.			
Communication Cabling	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			
TV System Distribution	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner.			
Audio/Video (AV)	Contractor / Contractor	Intermountain SCO will source & supply the AV system including specialized cabling (e.g. HDMI, etc.). AE to identify locations on drawings, coordinate with Owner. Contractor to provide infrastructure, back boxes, conduits, pathways and misc. cabling from wall side back).	Yes	Yes	
Nurse Notification Call (NMC) System - Low Voltage Cabling (Hospital Campus)	Contractor / Contractor (HI-Rom)	AE to coordinate with Owner and HI-Rom for all NMC infrastructure required to support the device locations and types designated by HI-Rom on their site specific drawings. HI-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home-run to RCB, RCB to device, device to device, etc.) etc. for all NMC devices (e.g. RCB, GSR-10, etc.). The cabling for the NMC system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with HI-Rom.	Yes	Yes	
Staff Assist Notification Call System - Low Voltage Cabling (Medical Group Clinics on hospital campuses to match NMC system)	Contractor / Contractor (HI-Rom)	AE to coordinate with Owner and HI-Rom for all Staff Assist Notification Call system infrastructure required to support the device locations and types designated by HI-Rom on their site specific drawings. HI-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home-run to RCB, RCB to device, device to device, etc.) etc. for all NMC and Staff Assist Notification Call devices (e.g. RCB, GSR-10, etc.). The cabling for the NMC and Staff Assist Notification Call system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with HI-Rom.	Yes	Yes	
Staff Assist Notification Call System - Low Voltage Cabling (Stand-alone Medical Group Clinics)	Contractor / Contractor (HI-Rom)	AE to coordinate with Owner and HI-Rom for all Staff Assist Notification Call system infrastructure required to support the device locations and types designated by HI-Rom on their site specific drawings. HI-Rom site specific drawings to be coordinated and included in the A/E Contract Documents. Contractor to provide all infrastructure including conduits, back boxes, cabling (e.g. home-run to RCB, RCB to device, device to device, etc.) etc. for all Staff Assist Notification Call devices (e.g. RCB, GSR-10, etc.). The cabling for the Staff Assist Notification Call system will be coordinated and installed by the Contractor/Subcontractor (i.e. low voltage sub). Contractor to coordinate with HI-Rom.	Yes	Yes	
Patient Monitoring System & Devices (Hospital Campus)	Contractor / Contractor	AE to identify locations on drawings, coordinate with Owner. Contractor to provide all infrastructure including conduits, back boxes, and home-run cabling from Patient Monitoring devices to TELETOR rooms that connect to Intermountain's network (Intermountain's Siemens certified installer low voltage subcontractor to install). The Patient Monitoring system device to device cabling is by Vendor.	Yes	Yes	

END OF SECTION 011000

**SECTION 012000
PRICE AND PAYMENT PROCEDURES**

PART 1 GENERAL

1.01 SUMMARY

- A. Section includes administrative and procedural requirements necessary to prepare and process Applications for Payment.

1.02 SECTION INCLUDES

- A. Procedures for preparation and submittal of applications for progress payments.

1.03 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. Accepted Alternates.
 - 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. Sub-schedules for Phased Work: Where the Work is separated into phases requiring separately phased payments; provide subschedules showing values coordinated with each phase of payment.
 - 4. Subschedules for Separate Elements of Work: Where the Contractor's construction schedule defines separate elements of the Work; provide sub-schedules showing values coordinated with each element.
 - 5. Subschedules for Separate Design Contracts: Where the Owner has retained design professionals under separate contracts who will each provide certification of payment requests, provide subschedules showing values coordinated with the scope of each design services contract as described in Division 01 Section "Summary."
- 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 the schedule of values in tabular form, in format accepted by Architect, with separate columns to indicate the following for each item listed:
 - a. Related Specification Section or Division.
 - b. Description of the Work.
 - c. Name of subcontractor.
 - d. Name of manufacturer or fabricator.
 - e. Name of supplier.
 - f. fChange Orders.
 - g. Dollar value of the following, as a percentage of the Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
 - 1) Labor.
 - 2) Materials.
 - 3) Equipment.
 - 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, where appropriate.
 - 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.

- a. Differentiate between items stored on-site and items stored off-site. If required, include evidence of insurance or bonded warehousing.
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 (If Applicable): Provide a separate line item in the schedule of values for each allowance. Show line-item value of unit-cost allowances (if applicable), as a product of the unit cost, multiplied by measured quantity. Use information indicated in the Contract Documents to determine quantities.
8. Alternates (If Applicable): Provide a separate line item in the schedule of values for each accepted alternate.
9. Change Orders: Provide a separate line item in the schedule of values for each change order.
10. Separate Owner-Consultant Contracts: Provide a separate line item in the schedule of values for each separate Owner-Consultant related Work item.
11. Purchase Contracts: When applicable, provide a separate line item in the schedule of values for each purchase contract. Show line-item value of purchase contract. Indicate owner payments or deposits, if any, and balance to be paid by Contractor.
12. 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.
13. 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

1.04 ARCHITECTS COST DATA

- A. In addition to the Schedule of Values, submit itemized cost data reporting on Architect's Form "Project Cost Summary"; copy provided by Architect. Initial submission shall be included with contractors first Application for Payment. Final updated submission shall be included with contractors final Application for Payment.
- B. Forms filled out by hand will not be accepted.

1.05 APPLICATIONS FOR PROGRESS PAYMENTS

- A. Each Application for Payment following the initial Application for Payment shall be consistent with previous applications and payments as certified by Architect and paid for by Owner.
 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.
 1. If the Agreement does not state payment dates, establish dates at preconstruction conference.
 2. Submit draft, or pencil, copy of Application for Payment seven days prior to due date for review by Architect.
- C. Application for Payment Forms: Unless directed otherwise by Owner, use AIA Document G702 and AIA Document G703 as form for Applications for Payment.
- D.
 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.
- E. Stored Materials: If accepted by Owner, include in Application for Payment amounts applied for materials or equipment purchased or fabricated and stored, but not yet installed. Differentiate between items stored on- site and items stored off-site.

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1. Provide certificate of insurance, evidence of transfer of title to Owner, and consent of surety to payment, for stored materials.
 2. Provide supporting documentation that verifies amount requested, such as paid invoices. Match amount requested with amounts indicated on documentation; do not include overhead and profit on stored materials.
 3. Provide summary documentation for stored materials indicating the following:
 - a. Value of materials previously stored and remaining stored as of date of previous Applications for Payment.
 - b. Value of previously stored materials put in place after date of previous Application for Payment and on or before date of current Application for Payment.
 - c. Value of materials stored since date of previous Application for Payment and remaining stored as of date of current Application for Payment.
- F. Transmittal: Submit 3 signed and notarized original copies of each Application for Payment to Architect by a method ensuring receipt within 24 hours. One copy shall include waivers of lien and similar attachments if required.
1. Transmit each copy with a transmittal form listing attachments and recording appropriate information about application.
- G. Waivers of Mechanic's Lien: With each Application for Payment, submit waivers of mechanic's liens from General Contractor, subcontractors, sub-subcontractors, and suppliers for construction period covered by the previous application.
1. Submit partial waivers on each item for amount requested in previous application, after deduction for retainage, on each item.
 2. When an application shows completion of an item, submit conditional final or full waivers.
 3. Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Delays: Submit each Application for Payment with Contractor's waiver of mechanic's lien for construction period covered by the application.
 - a. Submit final Application for Payment with or preceded by conditional final waivers from every entity involved with performance of the Work covered by the application who is lawfully entitled to a lien.
 5. Waiver Forms: Submit executed waivers of lien on forms, acceptable to Owner.
- H. Initial Application for Payment: Administrative actions and submittals that must precede or coincide with submittal of first Application for Payment include the following:
1. List of subcontractors.
 2. Schedule of values.
 3. Contractor's construction schedule (preliminary if not final).
 4. Products list (preliminary if not final).
 5. Schedule of unit prices.
 6. Submittal schedule (preliminary if not final).
 7. List of Contractor's staff assignments.
 8. List of Contractor's principal consultants.
 9. Copies of building permits.
 10. Copies of authorizations and licenses from authorities having jurisdiction for performance of the Work.
 11. Initial progress report.
 12. Report of preconstruction conference.
 13. Certificates of insurance and insurance policies.
 14. Performance and payment bonds.
- I. Application for Payment at Substantial Completion: After Architect issues the Certificate of Substantial Completion, submit an Application for Payment showing 100 percent completion for portion of the Work claimed as substantially complete.
1. Include documentation supporting claim that the Work is substantially complete and a statement showing an accounting of changes to the Contract Sum.
 2. When applicable, this application shall reflect Certificate(s) of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.

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- J. Final Payment Application: Submit final Application for Payment with releases and supporting documentation not previously submitted and accepted, including, but not limited, to the following:
1. Evidence of completion of Project closeout requirements.
 2. Insurance certificates for products and completed operations where required and proof that taxes, fees, and similar obligations were paid.
 3. Updated final statement, accounting for final changes to the Contract Sum.
 4. AIA Document G706, "Contractor's Affidavit of Payment of Debts and Claims."
 5. AIA Document G706A, "Contractor's Affidavit of Release of Liens."
 6. AIA Document G707, "Consent of Surety to Final Payment."
 7. 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. If applicable, final liquidated damages settlement statement.
- K. Electronic media printout including equivalent information will be considered in lieu of standard form specified; submit sample to Owner for approval.
- L. Forms filled out by hand will not be accepted.

END OF SECTION 012000

**SECTION 012500
SUBSTITUTION PROCEDURES**

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

2.01 GENERAL REQUIREMENTS

- A. A Substitution Request for products, assemblies, materials, and equipment constitutes a representation that the submitter:
 - 1. Has investigated proposed product and determined that it meets or exceeds the quality level of the specified product, equipment, assembly, or system.
 - 2. Agrees to provide the same warranty for the substitution as for the specified product.
 - 3. Agrees to coordinate installation and make changes to other work that may be required for the work to be complete, with no additional cost to Owner.
 - 4. Waives claims for additional costs or time extension that may subsequently become apparent.
- B. Document each request with complete data substantiating compliance of proposed substitution with Contract Documents. Burden of proof is on proposer.
- C. Content: Include information necessary for tracking the status of each Substitution Request, and information necessary to provide an actionable response.
- D. Limit each request to a single proposed substitution item.

2.02 RESOLUTION

2.03 ACCEPTANCE

END OF SECTION 012500

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**SECTION 013000
ADMINISTRATIVE REQUIREMENTS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. General administrative requirements.
- B. Preconstruction meeting.
- C. Progress meetings.
- D. Construction progress schedule.
- E. Coordination drawings.
- F. Number of copies of submittals.
- G. Requests for Information (RFI) procedures.
- H. Submittal procedures.

1.02 DEFINITIONS

- A. Project communications documents shall be defined as the following:
 - 1. Letters.
 - 2. Memoranda.
 - 3. E-Mail Communications/Internet Communications/Project Management Software Communications.
 - 4. RFI (Request for Information - Contractor).
 - 5. RFI-A (Request for Information - Architect).

1.03 RELATED REQUIREMENTS

- A. Section 016000 - Product Requirements: General product requirements.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

3.01 PRECONSTRUCTION MEETING

- A. Owner will schedule a meeting after Notice of Award.
- B. Attendance Required:
 - 1. Owner.
 - 2. Architect.
 - 3. Contractor.
- C. Agenda: Provided by Owner

3.02 PROGRESS MEETINGS

- A. General: Schedule and conduct meetings and conferences at Project site unless otherwise indicated.
 - 1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Architect of scheduled meeting dates and times.
 - 2. Agenda: Prepare the meeting agenda. Distribute the agenda to all invited attendees.
 - 3. Minutes: Record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Architect, within 3 days of the meeting.
 - 4. Attendance: Document attendance of all participants.
- B. Preconstruction Conference: Architect will schedule and conduct a preconstruction conference before starting construction.
 - 1. Conduct the conference to review responsibilities and personnel assignments.
 - 2. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the conference. Participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.
- C. Preinstallation Conferences: Conduct a preinstallation conference at Project site before each construction activity that requires coordination with other construction.

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1. Attendees: Installer and representatives of manufacturers and fabricators involved in or affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Advise Architect of scheduled meeting dates.
 2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, and coordination with adjacent activities. Prepare agenda appropriate to Work.
 3. Record significant conference discussions, agreements, and disagreements, including required corrective measures and actions.
 4. Reporting: Distribute minutes of the meeting to each party present and to other parties requiring information.
 5. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.
- D. Project Closeout Conference: Schedule and conduct a project closeout conference, at a time convenient to Owner and Architect, at a time to be decided prior to the scheduled date of Substantial Completion.
1. Conduct the conference to review requirements and responsibilities related to Project closeout.
 2. Attendees: Authorized representatives of Owner, Architect, and their consultants; Contractor and its superintendent; major subcontractors; suppliers; and other concerned parties shall attend the meeting. Participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Discuss items of significance that could affect or delay Project closeout, including the following:
 - a. Preparation of record documents.
 - b. Procedures required prior to inspection for Substantial Completion and for final inspection for acceptance.
 - c. Submittal of written warranties.
 - d. If applicable, requirements for completing sustainable design documentation.
 - e. Requirements for preparing operations and maintenance data.
 - f. Requirements for delivery of material samples, attic stock, and spare parts.
 - g. Requirements for demonstration and training.
 - h. Preparation of Contractor's punch list.
 - i. Procedures for processing Applications for Payment at Substantial Completion and for final payment.
 - j. Submittal procedures.
 - k. If applicable, coordination of separate contracts.
 - l. If applicable, Owner's partial occupancy requirements.
 - m. Installation of Owner's furniture, fixtures, and equipment.
 - n. Responsibility for removing temporary facilities and controls.
 4. Minutes: Entity conducting meeting will record and distribute meeting minutes.
- E. Progress Meetings: Conduct progress meetings at regular intervals.
1. Coordinate dates of meetings with preparation of payment requests.
 2. Attendees: In addition to representatives of Owner and Architect, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meeting shall be familiar with Project and authorized to conclude matters relating to the Work.
 3. Agenda: Review and correct or approve minutes of previous progress meeting. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Contractor's Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor's construction schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.

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- 1) Review schedule for next period.
- b. Review present and future needs of each entity present, including the following or as needed:
 - 1) Interface requirements.
 - 2) Sequence of operations.
 - 3) If applicable, resolution of BIM component conflicts.
 - 4) Status of submittals.
 - 5) If applicable, status of sustainable design documentation.
 - 6) Deliveries.
 - 7) Off-site fabrication.
 - 8) Access.
 - 9) Site utilization.
 - 10) Temporary facilities and controls.
 - 11) Work hours.
 - 12) Hazards and risks.
 - 13) Progress cleaning.
 - 14) Quality and work standards.
 - 15) Status of correction of deficient items.
 - 16) Field observations.
 - 17) Status of RFIs.
 - 18) Status of proposal requests.
 - 19) Pending changes.
 - 20) Status of Change Orders.
 - 21) Documentation of information for payment requests.
4. Minutes: Entity responsible for conducting the meeting will record and distribute the meeting minutes to each party present and to parties requiring information.
 - a. Schedule Updating: Revise Contractor's construction schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
- F. Coordination Meetings: Conduct Project coordination meetings on an as-needed basis. Project coordination meetings are in addition to specific meetings held for other purposes, such as progress meetings and preinstallation conferences.
 1. Attendees: Each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the meetings shall be familiar with Project and authorized to conclude matters relating to the Work.
 2. Agenda: Review items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
 - a. Review present and future needs of each contractor present, including the following:
 - 1) Interface requirements.
 - (a) Sequence of operations.
 - (b) If applicable, resolution of BIM component conflicts.
 - (c) Status of submittals.
 - (d) Deliveries.
 - (e) Off-site fabrication.
 - (f) Access.
 - (g) Site utilization.
 - (h) Temporary facilities and controls.
 - (i) Work hours.
 - (j) Hazards and risks.
 - (k) Progress cleaning.
 - (l) Quality and work standards.
 - (m) Change Orders.

3.03 COORDINATION DRAWINGS

3.04 REQUESTS FOR INFORMATION (RFI)

- A. Definition: A request seeking one of the following:

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1. An interpretation, amplification, or clarification of some requirement of Contract Documents arising from inability to determine from them the exact material, process, or system to be installed; or when the elements of construction are required to occupy the same space (interference); or when an item of work is described differently at more than one place in Contract Documents.
 2. A resolution to an issue which has arisen due to field conditions and affects design intent.
- B. Preparation: Prepare an RFI immediately upon discovery of a need for interpretation of Contract Documents. Failure to submit a RFI in a timely manner is not a legitimate cause for claiming additional costs or delays in execution of the work.
1. Prepare a separate RFI for each specific item.
 - a. Review, coordinate, and comment on requests originating with subcontractors and/or materials suppliers.
 - b. Do not forward requests which solely require internal coordination between subcontractors.
 2. Prepare in a format and with content acceptable to Owner.
 - a. Intermountain Standard Forms
 3. Prepare using an electronic version of the form appended to this section.
 4. Combine RFI and its attachments into a single electronic file. PDF format is preferred.
- C. Reason for the RFI: Prior to initiation of an RFI, carefully study all Contract Documents to confirm that information sufficient for their interpretation is definitely not included.
1. Include in each request Contractor's signature attesting to good faith effort to determine from Contract Documents information requiring interpretation.
 2. Unacceptable Uses for RFIs: Do not use RFIs to request the following:
 - a. Approval of submittals (use procedures specified elsewhere in this section).
 - b. Approval of substitutions (see Section - 016000 - Product Requirements)
 - c. Changes that entail change in Contract Time and Contract Sum (comply with provisions of the Conditions of the Contract).
 - d. Different methods of performing work than those indicated in the Contract Drawings and Specifications (comply with provisions of the Conditions of the Contract).
 3. Improper RFIs: Requests not prepared in compliance with requirements of this section, and/or missing key information required to render an actionable response. They will be returned without a response, with an explanatory notation.
- D. Content: Include identifiers necessary for tracking the status of each RFI, and information necessary to provide an actionable response.
1. Official Project name and number, and any additional required identifiers established in Contract Documents.
 2. Owner's, Architect's, and Contractor's names.
 3. Discrete and consecutive RFI number, and descriptive subject/title.
 4. Issue date, and requested reply date.
 5. Reference to particular Contract Document(s) requiring additional information/interpretation. Identify pertinent drawing and detail number and/or specification section number, title, and paragraph(s).
 6. Annotations: Field dimensions and/or description of conditions which have engendered the request.
 7. Contractor's suggested resolution: A written and/or a graphic solution, to scale, is required in cases where clarification of coordination issues is involved, for example; routing, clearances, and/or specific locations of work shown diagrammatically in Contract Documents. If applicable, state the likely impact of the suggested resolution on Contract Time or the Contract Sum.
- E. Attachments: Include sketches, coordination drawings, descriptions, photos, submittals, and other information necessary to substantiate the reason for the request.
- F. RFI Log: Prepare and maintain a tabular log of RFIs for the duration of the project.
- G. Review Time: Architect will respond and return RFIs to Contractor within seven calendar days of receipt. For the purpose of establishing the start of the mandated response period, RFIs received after 12:00 noon will be considered as having been received on the following regular working day.

1. Response period may be shortened or lengthened for specific items, subject to mutual agreement, and recorded in a timely manner in progress meeting minutes.

3.05 SUBMITTALS FOR REVIEW

- A. When the following are specified in individual sections, submit them for review:
 1. Product data.
 2. Shop drawings.
 3. Samples for selection.
 4. Samples for verification.
- B. Submit to Architect for review for the limited purpose of checking for compliance with information given and the design concept expressed in Contract Documents.
- C. Samples will be reviewed for aesthetic, color, or finish selection.
- D. After review, provide copies and distribute in accordance with SUBMITTAL PROCEDURES article below and for record documents purposes described in Section 017800 - Closeout Submittals.

3.06 SUBMITTALS FOR INFORMATION

- A. When the following are specified in individual sections, submit them for information:
 1. Design data.
 2. Certificates.
 3. Test reports.
 4. Inspection reports.
 5. Manufacturer's instructions.
 6. Manufacturer's field reports.
 7. Other types indicated.
- B. Submit for Architect's knowledge as contract administrator or for Owner.

3.07 SUBMITTALS FOR PROJECT CLOSEOUT

- A. Submit Correction Punch List for Substantial Completion.
- B. Submit Final Correction Punch List for Substantial Completion.
- C. When the following are specified in individual sections, submit them at project closeout in compliance with requirements of Section 017800 - Closeout Submittals:
 1. Project record documents.
 2. Operation and maintenance data.
 3. Warranties.
 4. Bonds.
 5. Other types as indicated.
- D. Submit for Owner's benefit during and after project completion.

3.08 NUMBER OF COPIES OF SUBMITTALS

- A. Electronic Documents: Submit one electronic copy in PDF format; an electronically-marked up file will be returned. Create PDFs at native size and right-side up; illegible files will be rejected.
- B. Samples: Submit the number specified in individual specification sections; one of which will be retained by Architect.
 1. After review, produce duplicates.
 2. Retained samples will not be returned to Contractor unless specifically so stated.

3.09 SUBMITTAL PROCEDURES

- A. General Requirements:
 1. Use a single transmittal for related items.
 2. Submit separate packages of submittals when not included in specification section.
 3. Sequentially identify each item. For revised submittals use original number and a sequential numerical suffix.
 4. Identify: Project; Contractor; subcontractor or supplier; pertinent drawing and detail number; and specification section number and article/paragraph, as appropriate on each copy.

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5. Apply Contractor's stamp, signed or initialed certifying that review, approval, verification of products required, field dimensions, adjacent construction work, and coordination of information is in accordance with the requirements of the work and Contract Documents.
 - a. Submittals from sources other than the Contractor, or without Contractor's stamp will not be acknowledged, reviewed, or returned.
 6. Deliver each submittal on date noted in submittal schedule, unless an earlier date has been agreed to by all affected parties, and is of the benefit to the project.
 - a. Deliver submittals to Architect at business address.
 7. Schedule submittals to expedite the Project, and coordinate submission of related items.
 - a. For each submittal for review, allow 15 days excluding delivery time to and from the Contractor.
 - b. For sequential reviews involving approval from authorities having jurisdiction (AHJ), in addition to Architect's approval, allow an additional 14 days.
 8. Provide space for Contractor and Architect review stamps.
 9. Incomplete submittals will not be reviewed, unless they are partial submittals for distinct portion(s) of the work, and have received prior approval for their use.
 10. Submittals not requested will be recognized, and will be returned "Not Reviewed",
- B. Shop Drawing Procedures:
1. Prepare accurate, drawn-to-scale, original shop drawing documentation by interpreting Contract Documents and coordinating related work.
 2. Do not reproduce Contract Documents to create shop drawings unless approved by Architect and signed a release form issued by Architect.
 3. Generic, non-project-specific information submitted as shop drawings do not meet the requirements for shop drawings.
- C. Samples Procedures:
1. Transmit related items together as single package.
 2. Identify each item to allow review for applicability in relation to shop drawings showing installation locations.

3.10 SUBMITTAL REVIEW

- A. Submittals for Review: Architect will review each submittal, and approve, or take other appropriate action.
- B. Submittals for Information: Architect will not acknowledge receipt, and take no other action.
- C. Architect's actions will be reflected by marking each returned submittal using virtual stamp on electronic submittals.
 1. Notations may be made directly on submitted items and/or listed on appended Submittal Review cover sheet.
 2. Reviewed submittals does not supercede project documents.
 3. Architect's and consultants' review does not verify quantities of material, procurement, or sequencing of work.

END OF SECTION 013000

SECTION 014000
QUALITY REQUIREMENTS

PART 1 GENERAL

1.01 SUMMARY

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

1.02 DEFINITIONS

- A. Quality-Assurance Services: Activities, actions, and procedures performed before and during execution of the Work to guard against defects and deficiencies and substantiate that proposed construction will comply with requirements.
- B. Quality-Control Services: Tests, inspections, procedures, and related actions during and after execution of the Work to evaluate that actual products incorporated into the Work and completed construction comply with requirements. Services do not include contract enforcement activities performed by Architect.
- C. Preconstruction Testing: Tests and inspections performed specifically for Project before products and materials are incorporated into the Work, to verify performance or compliance with specified criteria.
- D. Product Testing: Tests and inspections that are performed by an NRTL (Nationally Recognized Testing Laboratories), an NVLAP (National Voluntary Laboratory Accreditation Program), or a testing agency qualified to conduct product testing and acceptable to authorities having jurisdiction, to establish product performance and compliance with specified requirements.
- E. Source Quality-Control Testing: Tests and inspections that are performed at the source, e.g., plant, mill, factory, or shop.
- F. Field Quality-Control Testing: Tests and inspections that are performed on-site for installation of the Work and for completed Work.
- G. Testing Agency: An entity engaged to perform specific tests, inspections, or both. Testing laboratory shall mean the same as testing agency.
- H. Installer/Applicator/Erector: Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.
 - 1. Use of trade-specific terminology in referring to a trade or entity does not require that certain construction activities be performed by accredited or unionized individuals, or that requirements specified apply exclusively to specific trade(s).
- I. Experienced: When used with an entity or individual, "experienced" means having successfully completed a minimum of five previous projects similar in nature, size, and extent to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction and with the qualification requirements of individual specification section governing their work.

1.03 CONFLICTING REQUIREMENTS

- A. Referenced Standards: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer conflicting requirements to

Architect for a decision before proceeding.

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

1.04 CONTRACTOR'S QUALITY-CONTROL PLAN

- A. Quality-Control Plan, General: Submit quality-control plan prior to preconstruction conference. Submit in format acceptable to Architect. Identify personnel, procedures, controls, instructions, tests, records, and forms to be used to carry out Contractor's quality-assurance and quality-control responsibilities. Coordinate with Contractor's construction schedule.
- B. Quality-Control Personnel Qualifications: Engage qualified full-time personnel trained and experienced in managing and executing quality-assurance and quality-control procedures similar in nature and extent to those required for Project.
 - 1. Project quality-control manager may be the Project superintendent or be an individual with no other Project responsibilities, as accepted by the Architect.
- C. Submittal Procedure: Describe procedures for ensuring compliance with requirements through review and management of submittal process. Indicate qualifications of personnel responsible for submittal review.
- D. Testing and Inspection: In quality-control plan, include a comprehensive schedule of Work requiring testing or inspection, including the following:
 - 1. Contractor-performed tests and inspections including subcontractor-performed tests and inspections. Include required tests and inspections and Contractor-elected tests and inspections.
 - 2. Special inspections required by authorities having jurisdiction and indicated on the "Statement of Special Inspections."
 - 3. Owner-performed tests and inspections indicated in the Contract Documents, including tests and inspections indicated to be performed by the Commissioning Authority when Commissioning is included in the Project.
- E. E.Continuous Inspection of Workmanship: Describe process for continuous inspection during construction to identify and correct deficiencies in workmanship in addition to testing and inspection specified. Indicate types of corrective actions to be required to bring work into compliance with standards of workmanship established by Contract requirements and approved mockups.
- F. Monitoring and Documentation: Maintain testing and inspection reports including log of approved and rejected results, including Owner acceptance of nonconforming work. Include work Architect has indicated as nonconforming or defective. Indicate corrective actions taken to bring nonconforming work into compliance with requirements. Comply with requirements of authorities having jurisdiction.

1.05 REPORTS AND DOCUMENTS

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

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

1.06 QUALITY ASSURANCE

- A. General: Qualifications paragraphs in this article establish the minimum qualification levels required; individual Specification Sections specify additional requirements.
- B. Manufacturer Qualifications: A firm experienced in manufacturing products or systems similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- C. Fabricator Qualifications: A firm experienced in producing products similar to those indicated for this Project and with a record of successful in-service performance, as well as sufficient production capacity to produce required units.
- D. Installer Qualifications: A firm or individual experienced in installing, erecting, or assembling work similar in material, design, and extent to that indicated for this Project, whose work has resulted in construction with a record of successful in-service performance.
- E. Professional Engineer Qualifications: A professional engineer who is legally qualified to practice in jurisdiction where Project is located and who is experienced in providing engineering services of the kind indicated. Engineering services are defined as those performed for installations of the system, assembly, or product that is similar in material, design, and extent to those indicated for this Project.
- F. Specialists: Certain Specification Sections require that specific construction activities shall be performed by entities who are recognized experts in those operations. Specialists shall satisfy qualification requirements indicated and shall be engaged for the activities indicated.
1. Requirements of authorities having jurisdiction shall supersede requirements for specialists.
- G. Testing Agency Qualifications: An NRTL, an NVLAP, or an independent agency with the experience and capability to conduct testing and inspecting indicated, as documented according to ASTM E 329; and with additional qualifications specified in individual Sections; and, where required by authorities having jurisdiction, that is acceptable to authorities.

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1. NRTL: A nationally recognized testing laboratory according to 29 CFR 1910.7.
 2. NVLAP: A testing agency accredited according to NIST's National Voluntary Laboratory Accreditation Program.
- H. Manufacturer's Technical Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to observe and inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- I. Factory-Authorized Service Representative Qualifications: An authorized representative of manufacturer who is trained and approved by manufacturer to inspect installation of manufacturer's products that are similar in material, design, and extent to those indicated for this Project.
- J. Preconstruction Testing: Where testing agency is indicated to perform preconstruction testing for compliance with specified requirements for performance and test methods, comply with the following:
1. Contractor responsibilities include the following:
 - a. Provide test specimens representative of proposed products and construction.
 - b. Submit specimens in a timely manner with sufficient time for testing and analyzing results to prevent delaying the Work.
 - c. Provide sizes and configurations of test assemblies, mockups, and laboratory mockups to adequately demonstrate capability of products to comply with performance requirements.
 - d. Build site-assembled test assemblies and mockups using installers who will perform same tasks for Project.
 - e. Build laboratory mockups at testing facility using personnel, products, and methods of construction indicated for the completed Work.
 - f. When testing is complete, remove test specimens, assemblies, mockups, and laboratory mockups; do not reuse products on Project.
 2. Testing Agency Responsibilities: Submit a certified written report of each test, inspection, and similar quality-assurance service to Architect, with copy to Contractor. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from the Contract Documents.
- K. Mock-ups: Prior to fabrication and installation, build mock-up for each form of construction and finish required to verify selections made under sample Submittals and to demonstrate aesthetic effects and qualities of materials and execution. Build mock-up to comply with the following requirements, using materials indicated for the completed Work:
1. Build mock-up in the location and of the size indicated or, if not indicated, as directed by Architect. Contractor shall provide structural support framework.
 - a. Show typical components, attachments to building structure, and requirements of installation.
 2. Clean exposed faces of mock-up.
 3. Notify Architect seven days in advance of the dates and times when mock-up will be installed.
 4. Demonstrate the proposed range of aesthetic effects and workmanship.
 5. Protect accepted mock-up from the elements with weather-resistant membrane.
 6. Obtain Architect's acceptance of mock-ups before starting fabrication.
 7. Maintain mock-ups during construction in an undisturbed condition as a standard for review of the completed Work.
 8. Acceptance of mock-ups does not constitute acceptance of deviations from the Contract Documents contained in mock-ups unless such deviations are specifically noted by Contractor, submitted to Architect in writing, and accepted by Architect in writing.
 9. Demolish and remove mock-ups when directed by Architect unless accepted to become part of the completed Work.
- L. Integrated Exterior Mockups: See Division 01 Section "Visual Mock-Up Requirements".
- M. Room Mockups: See Division 01 Section "Visual Mock-Up Requirements".
- N. Laboratory Mockups: See Division 01 Section "Testing Mock-Up for Building Enclosure System".

1.07 QUALITY CONTROL

- A. Owner Responsibilities: Where quality-control services are indicated as Owner's responsibility, Owner will engage a qualified testing agency to perform these services.
1. Owner will furnish Contractor with names, addresses, and telephone numbers of testing agencies engaged and a description of types of testing and inspecting they are engaged to perform.
 2. Costs for retesting and reinspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to Contractor.
 3. The owner will contract with a vendor to provide the third-party testing and inspection of:
 - a. Soils density/moisture relationships, gradation, and Atterberg limits
 - b. Concrete compressive strength testing
 - c. Asphalt tests (Marshall)
 - d. Fireproofing thickness/adhesion, density
 - e. Structural steel magnetic particle testing, ultrasonic inspection, field welding, high strength bolt/metal decking inspection, radiographic inspection
 - f. Radiation protection shielding
- B. Contractor Responsibilities: Tests and inspections not explicitly assigned to Owner are Contractor's responsibility. Perform additional quality-control activities required to verify that the Work complies with requirements, whether specified or not.
1. Unless otherwise indicated, provide quality-control services specified and those required by authorities having jurisdiction. Perform quality-control services required of Contractor by authorities having jurisdiction, whether specified or not.
 2. Where services are indicated as Contractor's responsibility, engage a qualified testing agency to perform these quality-control services.
 - a. Contractor shall not employ same entity engaged by Owner, unless agreed to in writing by Owner.
 3. Notify testing agencies at least 48 hours in advance of time when Work that requires testing or inspecting will be performed.
 4. Where quality-control services are indicated as Contractor's responsibility, submit a certified written report, in duplicate, of each quality-control service.
 5. Testing and inspecting requested by Contractor and not required by the Contract Documents are Contractor's responsibility.
 6. Submit additional copies of each written report directly to authorities having jurisdiction, when they so direct.
- C. Manufacturer's Field Services: Where indicated, engage a factory-authorized service representative to inspect field-assembled components and equipment installation, including service connections. Report results in writing as specified in Division 01 Section "Submittal Procedures."
- D. Manufacturer's Technical Services: Where indicated, engage a manufacturer's technical representative to observe and inspect the Work. Manufacturer's technical representative's services include participation in preinstallation conferences, examination of substrates and conditions, verification of materials, observation of Installer activities, inspection of completed portions of the Work, and submittal of written reports.
- E. Retesting/Reinspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and reinspecting, for construction that replaced Work that failed to comply with the Contract Documents.
- F. Testing Agency Responsibilities: Cooperate with Architect and Contractor in performance of duties. Provide qualified personnel to perform required tests and inspections.
1. Notify Architect and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
 2. Conduct and interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
 3. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
 4. Do not release, revoke, alter, or increase the Contract Document requirements or approve or accept any portion of the Work.

5. Do not perform any duties of Contractor.
- G. Associated Services: Cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:
 1. Access to the Work.
 2. Incidental labor and facilities necessary to facilitate tests and inspections.
 3. Adequate quantities of representative samples of materials that require testing and inspecting. Assist agency in obtaining samples.
 4. Facilities for storage and field curing of test samples.
 5. Delivery of samples to testing agencies.
 6. Preliminary design mix proposed for use for material mixes that require control by testing agency.
 7. Security and protection for samples and for testing and inspecting equipment at Project site.
- H. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and -control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.
 1. Schedule times for tests, inspections, obtaining samples, and similar activities.
- I. Schedule of Tests and Inspections: Prepare a schedule of tests, inspections, and similar quality-control services required by the Contract Documents. Coordinate and submit concurrently with Contractor's construction schedule.
 1. Distribution: Distribute schedule to Owner, Architect, testing agencies, and each party involved in performance of portions of the Work where tests and inspections are required.
 - a. Prepare in tabular form and include the following:
 - 1) Specification Section number and title.
 - 2) Entity responsible for performing tests and inspections.
 - 3) Description of test and inspection.
 - b. Identification of applicable standards.
 - 1) Identification of test and inspection methods.
 - 2) Number of tests and inspections required.
 - 3) Time schedule or time span for tests and inspections.
 - 4) Requirements for obtaining samples.
 - 5) Unique characteristics of each quality-control service.

1.08 TESTING AND INSPECTION AGENCIES AND SERVICES

- A. Special Tests and Inspections: Owner may engage a qualified to conduct special tests and inspections required by authorities having jurisdiction as the responsibility of Owner, and as follows:
 1. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
 2. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor and to authorities having jurisdiction.
 3. Submitting a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
 4. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
 5. Retesting and reinspecting corrected work.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 CONTROL OF INSTALLATION

- A. Monitor quality control over suppliers, manufacturers, products, services, site conditions, and workmanship, to produce work of specified quality.
- B. Comply with manufacturers' instructions, including each step in sequence.
- C. Should manufacturers' instructions conflict with Contract Documents, request clarification from Architect before proceeding.

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- D. Comply with specified standards as minimum quality for the work except where more stringent tolerances, codes, or specified requirements indicate higher standards or more precise workmanship.
- E. Have work performed by persons qualified to produce required and specified quality.
- F. Verify that field measurements are as indicated on shop drawings or as instructed by the manufacturer.
- G. Secure products in place with positive anchorage devices designed and sized to withstand stresses, vibration, physical distortion, and disfigurement.

3.02 TESTING AND INSPECTION

- A. Test and Inspection Log: Prepare a record of tests and inspections. Include the following:
 - 1. Date test or inspection was conducted.
 - 2. Description of the Work tested or inspected.
 - 3. Date test or inspection results were transmitted to Architect.
 - 4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and revisions as they occur. Provide access to test and inspection log for Architect's reference during normal working hours.

3.03 REPAIR AND PROTECTION

- A. Replace Work or portions of the Work not complying with specified requirements.
- B. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
 - 1. Provide materials and comply with installation requirements specified in other Specification Sections or matching existing substrates and finishes. Restore patched areas and extend restoration into adjoining areas in a manner that eliminates evidence of patching. Comply with the Contract Document requirements for cutting and patching in Division 01 Section "Execution."
- C. Protect construction exposed by or for quality-control service activities.
- D. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

END OF SECTION 014000

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**SECTION 014200
REFERENCES**

PART 1 GENERAL

1.01 DEFINITIONS

- A. General: Basic Contract definitions are included in the Conditions of the Contract.
- B. "Approved": When used to convey Architect's action on Contractor's submittals, applications, and requests, "approved" is limited to Architect's duties and responsibilities as stated in the Conditions of the Contract.
- C. "Directed": A command or instruction by Architect. Other terms including "requested," "authorized," "selected," "required," and "permitted" have the same meaning as "directed."
- D. "Indicated": Requirements expressed by graphic representations or in written form on Drawings, in Specifications, and in other Contract Documents. Other terms including "shown," "noted," "scheduled," and "specified" have the same meaning as "indicated."
- E. "Regulations": Laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, and rules, conventions, and agreements within the construction industry that control performance of the Work.
- F. "Furnish": Supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. "Install": Operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- H. "Provide": Furnish and install, complete and ready for the intended use.
- I. Submitted: The terms "submitted", "reported", "satisfactory" and similar words and phrases means submitted to Architect, reported to Architect and similar phrases.
- J. "Project Site": Space available for performing construction activities. The extent of Project site is shown on Drawings and may or may not be identical with the description of the land on which Project is to be built.

1.02 INDUSTRY STANDARDS

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.
- B. Publication Dates: Comply with standards in effect as of date of the Contract Documents unless otherwise indicated.
- C. Copies of Standards: Each entity engaged in construction on Project should be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source.

1.03 ABBREVIATIONS AND ACRONYMS

- A. Industry Organizations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities indicated in Thomson Gale's "Encyclopedia of Associations" or in Columbia Books' "National Trade & Professional Associations of the U.S."
- B. Code Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.
 - 1. IAPMO - International Association of Plumbing and Mechanical Officials- (909) 472-4100 - www.iapmo.org
 - 2. International Code Council - (888) 422-7233 - www.iccsafe.org
 - 3. ICC-ES - ICC Evaluation Service, Inc - (800) 423-6587 - www.icc-es.org
 - 4. Uniform Building Code (See ICC)

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- C. Federal Government Agencies: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the entities in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.
1. CE - Army Corps of Engineers - (202) 761-0011 - www.usace.army.mil
 2. CPSC - Consumer Product Safety Commission - (800) 638-2772 - www.cpsc.gov
 3. DOC - Department of Commerce - (202) 482-2000 - www.commerce.gov
 4. DOD - Department of Defense - (215) 697-6257 - www.dodssp.daps.dla.mil
 5. DOE - Department of Energy - (202) 586-9220 - www.energy.gov
 6. EPA - Environmental Protection Agency - (202) 272-0167 - www.epa.gov
 7. FAA - Federal Aviation Administration - (866) 835-5322 - www.faa.gov
 8. FCC - Federal Communications Commission - (888) 225-5322 - www.fcc.gov
 9. FDA - Food and Drug Administration - (888) 463-6332 - www.fda.gov
 10. GSA - General Services Administration - (800) 488-3111 - www.gsa.gov
 11. HUD - Department of Housing and Urban Development - (202) 708-1112 - www.hud.gov
 12. LBL - Lawrence Berkeley National Laboratory - (510) 486-4000 - www.lbl.gov
 13. NCHRP - National Cooperative Highway Research Program - (See TRB)
 14. NIST - National Institute of Standards and Technology - (301) 975-6478 - www.nist.gov
 15. OSHA - Occupational Safety & Health Administration - (800) 321-6742 - www.osha.gov
 16. PBS - Public Buildings Service - (See GSA)
 17. PHS - Office of Public Health and Science - (202) 690-7694 - www.osophs.dhhs.gov/ophs
 18. RUS - Rural Utilities Service - (See USDA)
 19. SD - State Department - (202) 647-4000 - www.state.gov
 20. TRB - Transportation Research Board - (202) 334-2934 - www.gulliver.trb.org
 21. USDA - Department of Agriculture - (202) 720-2791 - www.usda.gov
 22. USPS - Postal Service - (202) 268-2000 - www.usps.com
- D. Standards and Regulations: Where abbreviations and acronyms are used in Specifications or other Contract Documents, they shall mean the recognized name of the standards and regulations in the following list. Names, telephone numbers, and Web sites are subject to change and are believed to be accurate and up-to-date as of the date of the Contract Documents.
1. ADAAG - Americans with Disabilities Act (ADA) - (800) 872-2253
 - a. Architectural Barriers Act (ABA) - (202) 272-0080
 - b. Accessibility Guidelines for Buildings and Facilities - Available from U.S. Access Board - www.access-board.gov
 2. CFR - Code of Federal Regulations - (866) 512-1800
 - a. Available from Government Printing Office - (202) 512-1800 - www.gpoaccess.gov/cfr/index.html
 3. DOD - Department of Defense Military Specifications and Standards - (215) 697-2664
 - a. Available from Department of Defense Single Stock Point - www.dodssp.daps.dla.mil
 4. DSCC - Defense Supply Center Columbus - (See FS)
 5. FED-STD - Federal Standard - (See FS)
 6. FS - Federal Specification - (215) 697-2664
 - a. Available from Department of Defense Single Stock Point - www.dodssp.daps.dla.mil
 - b. Available from Defense Standardization Program - www.dps.dla.mil
 - c. Available from General Services Administration - www.gsa.gov - (202) 619-8925
 - d. Available from National Institute of Building Sciences - www.wbdg.org/ccb - (202) 289-7800
 7. FTMS - Federal Test Method Standard - (See FS)
 8. MIL - (See MILSPEC)
 9. MIL-STD - (See MILSPEC)
 10. MILSPEC - Military Specification and Standards - (215) 697-2664

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- a. Available from Department of Defense Single Stock Point -
www.dodssp.daps.dla.mil
- 11. UFAS - Uniform Federal Accessibility Standards - (800) 872-2253
 - a. Available from Access Board - (202) 272-0080 - www.access-board.gov

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 014200

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**SECTION 015000
TEMPORARY FACILITIES AND CONTROLS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Temporary Controls: Barriers, enclosures, and fencing.
- B. Support Facilities
- C. Security requirements.

1.02 USE CHARGES

- A. General: Installation and removal of and use charges for temporary facilities shall be included in the Contract Sum. Allow other entities to use temporary services and facilities without cost, including, but not limited to, Owner's construction forces, Architect, occupants of Project, testing agencies, and authorities having jurisdiction.
 - 1. Cost or use charges for temporary facilities are not chargeable to Owner or Architect.
- B. Sewer Service: Pay sewer-service use charges for sewer usage, indicated by utility company meter readings, by all entities for construction operations.
- C. Water Service: Pay water-service use charges for water used, indicated by utility company meter readings, by all entities for construction operations.
- D. Electric Power Service: Pay electric-power-service use charges for electricity used, indicated by utility company meter readings, by all entities for construction operations.

1.03 INFORMATIONAL SUBMITTALS

- A. Site Plan: Show temporary facilities, utility hookups, staging areas, and parking areas for construction personnel.
- B. Moisture-Protection Plan: Describe procedures and controls for protecting materials and construction from water absorption and damage.
 - 1. Describe delivery, handling, and storage provisions for materials subject to water absorption or water damage.
 - 2. Indicate procedures for discarding water-damaged materials, protocols for mitigating water intrusion into completed Work, and replacing water-damaged Work.
 - 3. Indicate sequencing of work that requires water, such as sprayed fire-resistive materials, plastering, and terrazzo grinding, and describe plans for dealing with water from these operations. Show procedures for verifying that wet construction has dried sufficiently to permit installation of finish materials.
- C. Dust- and HVAC-Control Plan at Renovation Work: Submit coordination drawing and narrative that indicates the dust- and HVAC-control measures proposed for use, proposed locations, and proposed time frame for their operation. Identify further options if proposed measures are later determined to be inadequate. Include the following:
 - 1. Locations of dust-control partitions at each phase of work.
 - 2. HVAC system isolation schematic drawing.
 - 3. Location of proposed air-filtration system discharge.
 - 4. Waste handling procedures.
 - 5. Other dust-control measures.
- D. Temporary Utility Reports: Make available on request, reports of tests, inspections, meter readings, and similar procedures performed on temporary utilities.
- E. Implementation and Termination Schedule: Make available on request a schedule indicating implementation and termination of each temporary utility.

1.04 QUALITY ASSURANCE

- A. Standards: Comply with ANSI A10.6 "Requirements for Demolition Operations", NECA's "Temporary Electrical Facilities," and NFPA 241 "Standard for Safeguarding Construction, Alteration, and Demolition Operations".
 - 1. Trade Jurisdictions: Assigned responsibilities for installation and operation of temporary utilities are not intended to interfere with trade regulations and union jurisdictions.
- B. Electric Service: Comply with NECA, NEMA, and UL standards and regulations for temporary electric service. Install service to comply with NFPA 70.

- C. Tests and Inspections: Arrange for authorities having jurisdiction to test and inspect each temporary utility before use. Obtain required certifications and permits.
- D. Accessible Temporary Egress at Renovation Work: Comply with applicable provisions in the U.S. Architectural & Transportation Barriers Compliance Board's ADA-ABA Accessibility Guidelines and ICC/ANSI A117.1.
- E. Regulations: Comply with industry standards and applicable laws and regulations of authorities having jurisdiction, including but not limited to, the following:
 - 1. Building Code requirements.
 - 2. Health and safety regulations.
 - 3. Utility company regulations.
 - 4. Police, Fire Department and Rescue Squad rules.
 - 5. Environmental protection regulations.
 - 6. City ordinances and regulations.

1.05 PROJECT CONDITIONS

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

1.06 SECURITY - SEE SECTION 013553

- A. Coordinate with Owner's security program.

1.07 PROJECT CONDITIONS

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

PART 2 PRODUCTS

2.01 MATERIALS

- A. General: Provide new materials. Undamaged, previously used materials in serviceable condition may be used if approved by Architect. Provide materials suitable for use intended.
- B. Materials and equipment may be new or used, but must be adequate in capacity for the required usage, must not create unsafe conditions, and must not violate requirements of applicable codes and standards.
- C. Portable Chain-Link Fencing: Minimum 2 inch (50 mm), 0.148 inch (3.8 mm) thick, galvanized-steel, chain-link fabric fencing; minimum 6 feet (1.8 m) high with galvanized-steel pipe posts; minimum 2-3/8 inch (60 mm) OD line posts and 2-7/8 inch (73 mm) OD corner and pull posts, with 1-5/8 inch (40 mm) OD top and bottom rails. Provide concrete or galvanized-steel bases for supporting posts.
- D. Polyethylene Sheet: Reinforced, fire-resistive sheet, 6 mil (0.14 mm) minimum thickness, with Class A flame- spread rating per ASTM E 84 and passing NFPA 701 Test Method 2.
 - 1. Basis of Design (Product Standard): Abatement Technologies, Inc.; SAFE-FLEX ICRA Awareness Barrier.
- E. Dust Containment Barrier for Doors: reinforced, fire-resistive polyethylene sheet, 10 mil (0.25 mm) minimum thickness with Class B flame-spread rating per ASTM E 84 and designed to be used for securing temporary construction doors so as to minimize and mitigate particle control during construction.
 - 1. Basis of Design (Product Standard): Abatement Technologies, Inc.; Aire Guardian Door Guard Reusable Barrier.
- F. Dust-Control Adhesive-Surface Walk-off Mats: Provide mats minimum 36 by 60 inches (900 by 1500 mm).
- G. Insulation: Unfaced mineral-fiber blanket, manufactured from glass, slag wool, or rock wool; with maximum flame-spread and smoke-developed indexes of 25 and 50, respectively.

2.02 TEMPORARY FACILITIES

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

- B. Common-Use Field Office: Of sufficient size to accommodate needs of Owner, Architect, and construction personnel office activities and to accommodate Project meetings specified in other Division 01 Sections. Keep office clean and orderly. Furnish and equip offices as follows:
 - 1. Furniture required for Project-site.
 - 2. Conference room of sufficient size to accommodate. Provide electrical power service and 120-V ac duplex receptacles. Furnish room with conference table, chairs, and tack and marker boards.
 - 3. Drinking water and private toilet.
 - 4. Heating and cooling equipment necessary to maintain a uniform indoor.
 - 5. Lighting fixtures capable of maintaining average illumination at desk height.
- C. Storage and Fabrication Sheds: Provide sheds sized, furnished, and equipped to accommodate materials and equipment for construction operations.
 - 1. Store combustible materials apart from building.

2.03 EQUIPMENT

- A. Fire Extinguishers: Portable, UL rated; with class and extinguishing agent as required by locations and classes of fire exposures.
 - 1. Comply with NFPA 10 and NFPA 241 for classification, extinguishing agent, and size required by location and class of fire exposure.
- B. Self-Contained Toilet Units: Single-occupant units of chemical, aerated recirculation, or combustion type; vented; fully enclosed with a glass-fiber-reinforced polyester shell or similar nonabsorbent material.
- C. Drinking-Water Fixtures: Containerized, tap-dispenser, bottled-water drinking-water units, including paper cup supply.
- D. HVAC Equipment: Unless Owner authorizes use of permanent HVAC system, provide vented, self-contained, liquid-propane-gas or fuel-oil heaters with individual space thermostatic control.
 - 1. Use of gasoline-burning space heaters, open-flame heaters, or salamander-type heating units is prohibited.
 - 2. Heating Units: Listed and labeled for type of fuel being consumed, by a qualified testing agency acceptable to authorities having jurisdiction, and marked for intended location and application.
- E. Air-Filtration Units for Renovation Work: Primary and secondary HEPA-filter-equipped portable units with four-stage filtration. Provide single switch for emergency shutoff. Configure to run continuously.

PART 3 EXECUTION

3.01 INSTALLATION, GENERAL

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

3.02 TEMPORARY UTILITY INSTALLATION

- A. Locate temporary utilities where they will serve Project adequately and result in minimum interference with performance of the Work. Relocate and modify utilities as required.
- B. Provide each utility ready for use when needed to avoid delay. Maintain and modify as required. Do not remove until utilities are no longer needed or are replaced by authorized use of completed permanent utilities.
- C. Engage appropriate local utility company to install temporary service or connect to existing service. Where utility company provides only part of the service, provide the remainder with matching, compatible materials and equipment. Comply with utility company recommendations.
 - 1. Arrange with utility company, Owner, and existing users for time when service can be interrupted, if necessary, to make connections for temporary services.

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2. Provide adequate capacity at each stage of construction. Before temporary utility is available, provide trucked-in services.
 3. Obtain easements to bring temporary utilities to Project site where Owner's easements cannot be used for that purpose.
- D. Storm Sewers and Drainage: If sewers are available, provide temporary connections to remove effluent that can be discharged lawfully. If sewers are not available or cannot be used, provide drainage ditches, dry wells, stabilization ponds, and similar facilities. If neither sewers nor drainage facilities can be lawfully used for discharge of effluent, provide containers to remove and dispose of effluent off-site in a lawful manner.
1. Filter out excessive soil, construction debris, chemicals, oils, and similar contaminants that might clog sewers or pollute waterways before discharge.
 2. Connect temporary sewers to municipal system as directed by sewer department officials.
 3. Maintain temporary sewers and drainage facilities in a clean, sanitary condition. After heavy use, restore normal conditions promptly.
 4. Provide temporary filter beds, settlement tanks, separators, and similar devices to purify effluent to levels acceptable to authorities having jurisdiction.
- E. Water Service: Install water service and distribution piping in sizes and pressures adequate for construction. Sterilize temporary water piping before use in accordance with requirements of authorities having jurisdiction.
- F. Sanitary Facilities: Provide temporary toilets, wash facilities, and drinking water for use of construction personnel. Comply with requirements of authorities having jurisdiction for type, number, location, operation, and maintenance of fixtures and facilities.
1. Existing Toilets in Occupied Facilities: Use of Owner's existing toilet facilities will not be permitted or allowed.
- G. Heating and Cooling: Provide temporary heating and cooling required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of low temperatures or high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed.
- H. Isolation of Work Areas in Occupied Facilities: Prevent dust, fumes, and odors from entering occupied areas.
1. Prior to commencing work, isolate the HVAC system in area where work is to be performed according to coordination drawings.
 - a. Disconnect supply and return ductwork in work area from HVAC systems servicing occupied areas.
 - b. Maintain negative air pressure within work area using HEPA-equipped air-filtration units, starting with commencement of temporary partition construction, and continuing until removal of temporary partitions is complete.
 2. Maintain dust partitions during the Work. Use vacuum collection attachments on dust-producing equipment. Isolate limited work within occupied areas using portable dust-containment devices.
 3. Perform daily construction cleanup and final cleanup using approved, HEPA-filter-equipped vacuum equipment.
- I. Ventilation and Humidity Control: Provide temporary ventilation required by construction activities for curing or drying of completed installations or for protecting installed construction from adverse effects of high humidity. Select equipment that will not have a harmful effect on completed installations or elements being installed. Coordinate ventilation requirements to produce ambient condition required and minimize energy consumption.
1. Provide dehumidification systems when required to reduce substrate moisture levels to level required to allow installation or application of finishes.
- J. Electric Power Service: Provide electric power service and distribution system of sufficient size, capacity, and power characteristics required for construction operations.
- K. Lighting: Provide temporary lighting with local switching that provides adequate illumination for construction operations, observations, inspections, and traffic conditions.
- L. Telephone Service: Provide temporary telephone service in common-use facilities for use by all construction personnel. Provide telephone line(s) for each field office.

- M. Electronic Communication Service: Provide internet access of not less than 15-Mbps download and 5-Mbps upload speed for use by Architect and Owner to access Project electronic documents and maintain electronic communications.

3.03 SUPPORT FACILITIES INSTALLATION

- A. A.General: Comply with the following:
1. Locate field offices, storage sheds, sanitary facilities, and other temporary construction and support facilities for easy access.
 2. Maintain support facilities until Architect schedules Substantial Completion inspection. Remove before Substantial Completion. Personnel remaining after Substantial Completion will be permitted to use permanent facilities, under conditions acceptable to Owner.
- B. Temporary Roads and Paved Areas: Construct and maintain temporary roads and paved areas adequate to support loads and to withstand exposure to traffic during construction period. Extend temporary roads and paved areas, within construction limits indicated, as necessary for construction operations.
1. Provide dust-control that is nonpolluting and nontracking. Reapply as required to minimize dust.
- C. Traffic Controls: Provide temporary traffic controls at junction of temporary roads with public roads. Include warning signs for public traffic and "STOP" signs for entrance onto public roads. Comply with requirements of authorities having jurisdiction.
1. Protect existing site improvements to remain including curbs, pavement, and utilities.
 2. Maintain access for fire-fighting equipment and access to fire hydrants.
- D. Parking: Coordinated parking with Owner's requirements.
- E. Dewatering Facilities and Drains: Comply with requirements of authorities having jurisdiction. Maintain Project site, excavations, and construction free of water.
1. Dispose of rainwater in a lawful manner that will not result in flooding Project or adjoining properties or endanger permanent Work or temporary facilities.
 2. Before connection and operation of permanent drainage piping system, provide temporary drainage where roofing or similar construction is completed.
 3. Remove snow and ice as required to minimize accumulations.
- F. Project Signs: Coordinated signs with Owner's requirements and requirements of authorities having jurisdiction.
- G. Waste Disposal Facilities: Comply with requirements specified in Division 01 Section "Construction Waste Management and Disposal."
- H. Comply with progress cleaning requirements in Division 01 Section "Execution."
- I. Existing Elevator Use in Occupied Facilities: Use of Owner's existing elevators will be permitted, provided elevators are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore elevators to condition existing before initial use, including replacing worn cables, guide shoes, and similar items of limited life.
1. Do not load elevators beyond their rated weight capacity.
 2. Provide protective coverings, barriers, devices, signs, or other procedures to protect elevator car and entrance doors and frame. If, despite such protection, elevators become damaged, engage elevator Installer to restore damaged work so no evidence remains of correction work. Return items that cannot be refinished in field to the shop, make required repairs and refinish entire unit, or provide new units as required.
- J. Existing Stair Usage in Occupied Facilities: Use of Owner's existing stairs will be permitted, provided stairs are cleaned and maintained in a condition acceptable to Owner. At Substantial Completion, restore stairs to condition existing before initial use.
1. Provide protective coverings, barriers, devices, signs, or other procedures to protect stairs and to maintain means of egress. If stairs become damaged, restore damaged areas so no evidence remains of correction work.
- K. Temporary Use of Permanent Stairs: Use of new stairs for construction traffic will be permitted, provided stairs are protected and finishes restored to new condition at time of Substantial Completion.

3.04 SECURITY AND PROTECTION FACILITIES INSTALLATION

- A. Protection of Existing Facilities: Protect existing vegetation, equipment, structures, utilities, and other improvements at Project site and on adjacent properties, except those indicated to be removed or altered. Repair damage to existing facilities.
- B. Environmental Protection: Provide protection, operate temporary facilities, and conduct construction as required to comply with environmental regulations and that minimize possible air, waterway, and subsoil contamination or pollution or other undesirable effects.
 - 1. Comply with work restrictions specified in Division 01 Section "Summary."
- C. Temporary Erosion and Sedimentation Control: Provide measures to prevent soil erosion and discharge of soil-bearing water runoff and airborne dust to undisturbed areas and to adjacent properties and walkways, according to requirements of 2003 EPA Construction General Permit or authorities having jurisdiction, whichever is more stringent.
- D. Stormwater Control: Comply with requirements of authorities having jurisdiction. Provide barriers in and around excavations and subgrade construction to prevent flooding by runoff of stormwater from heavy rains.
- E. Tree and Plant Protection: Install temporary fencing located as indicated or outside the drip line of trees to protect vegetation from damage from construction operations. Protect tree root systems from damage, flooding, and erosion.
- F. Pest Control: Engage pest-control service to recommend practices to minimize attraction and harboring of rodents, roaches, and other pests and to perform extermination and control procedures at regular intervals so Project will be free of pests and their residues at Substantial Completion. Perform control operations lawfully, using environmentally safe materials.
- G. Site Enclosure Fence: Before construction operations begin, furnish and install site enclosure fence in a manner that will prevent people and animals from easily entering site except by entrance gates.
 - 1. Extent of Fence: As required to enclose entire Project site or portion determined sufficient to accommodate construction operations.
- H. Barricades, Warning Signs, and Lights: Comply with requirements of authorities having jurisdiction for erecting structurally adequate barricades, including warning signs and lighting.
- I. Temporary Egress: Maintain temporary egress from existing occupied facilities as indicated and as required by authorities having jurisdiction.
- J. Covered Walkway: Erect protective, covered walkway for passage of individuals through or adjacent to Project site. Coordinate with entrance gates, other facilities, and obstructions. Comply with regulations of authorities having jurisdiction and requirements indicated on Drawings.
- K. Temporary Enclosures: Provide temporary, weathertight, enclosures for protection of construction, in progress and completed, including, but not limited to, vertical and horizontal openings, from exposure, foul weather, other construction operations, and similar activities.
- L. Temporary Partitions: Provide floor-to-ceiling dustproof partitions to limit dust and dirt migration and to separate areas from fumes and noise.
 - 1. Construct dustproof partitions with gypsum wallboard with joints taped on occupied side, and fire- retardant-treated plywood on construction operations side.
 - 2. Construct dustproof partitions with two layers of 6 mil (0.14 mm) polyethylene sheet on each side. Cover floor with two layers of 6 mil (0.14 mm) polyethylene sheet, extending sheets 18 inches (450 mm) up the sidewalls. Overlap and tape full length of joints. Cover floor with fire-retardant-treated plywood.
 - a. Construct vestibule and airlock at each entrance through temporary partition with not less than 48 inches (1200 mm) between doors. Maintain walk-off mats in vestibule, for dust control.
 - 3. Where fire-resistance-rated temporary partitions are indicated or are required by authorities having jurisdiction, construct partitions according to the rated assemblies.
 - 4. Seal joints and perimeter. Equip partitions with gasketed dustproof doors and security locks where openings are required.
- M. Protect air-handling equipment.

1. Provide walk-off mats at each entrance through temporary partition.
- N. Temporary Fire Protection: Install and maintain temporary fire-protection facilities of types needed to protect against reasonably predictable and controllable fire losses. Comply with NFPA 241 and authorities having jurisdiction; manage fire-prevention program.

3.05 MOISTURE CONTROL

- A. Contractor's Moisture-Protection Plan: Avoid trapping water in finished work. Document visible signs of discoloration that may appear during construction.
- B. Exposed Construction Phase: Before installation of weather barriers, when materials are subject to wetting and exposure, protect as follows:
 1. Protect porous materials from water damage.
- C. Protect stored and installed material from flowing or standing water.
 1. Keep porous and organic materials from coming into prolonged contact with concrete.
 2. Remove standing water from decks.
 3. Keep deck openings covered or dammed.
- D. Partially Enclosed Construction Phase: After installation of weather barriers but before full enclosure and conditioning of building, when installed materials are still subject to infiltration of moisture, protect as follows:
 1. Do not load or install drywall or other porous materials or components, or items with high organic content, into partially enclosed building.
- E. Keep interior spaces reasonably clean and protected from water damage.
 1. Periodically collect and remove waste containing cellulose or other organic matter.
 2. Discard or replace water-damaged material.
 3. Do not install material that is wet.
 4. Discard, replace, or clean stored or installed material that begins to show discoloration.
 5. Perform work in a sequence that allows any wet materials adequate time to dry before enclosing the material in drywall or other interior finishes.
- F. Controlled Construction Phase of Construction: After completing and sealing of the building enclosure but prior to the full operation of permanent HVAC systems, maintain as follows:
 1. Control moisture and humidity inside building by maintaining effective dry-in conditions.
 2. Use permanent HVAC system to control humidity.
 3. Comply with manufacturer's written instructions for temperature, relative humidity, and exposure to water limits. Refer to technical specification sections for additional and more stringent criteria.

3.06 OPERATION, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. To minimize waste and abuse, limit availability of temporary facilities to essential and intended uses.
- B. Maintenance: Maintain facilities in good operating condition until removal.
 1. Maintain operation of temporary enclosures, heating, cooling, humidity control, ventilation, and similar facilities on a 24-hour basis where required to achieve indicated results and to avoid possibility of damage.
 2. Maintain markers for underground lines. Protect from damage during excavation operations.
- C. Temporary Facility Changeover: Do not change over from using temporary security and protection facilities to permanent facilities until Substantial Completion.
- D. Termination and Removal: Remove each temporary facility when need for its service has ended, when it has been replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference with temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 1. Materials and facilities that constitute temporary facilities are property of Contractor.
 2. Remove temporary roads and paved areas not intended for or approved for integration into permanent construction. Where area is intended for landscape development, remove soil and aggregate fill that do not comply with requirements for fill or subsoil.

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- Remove materials contaminated with road oil, asphalt and other petrochemical compounds, and other substances that might impair growth of plant
- a. materials or lawns. Repair or replace street paving, curbs, and sidewalks at temporary entrances, as required by authorities having jurisdiction.
3. At Substantial Completion, repair, renovate, and clean permanent facilities used during construction period. Comply with final cleaning requirements specified in Division 01 Section "Closeout Procedures."

END OF SECTION 015000

**SECTION 016000
PRODUCT REQUIREMENTS**

PART 1 GENERAL

1.01 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.

1.02 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. Substitutions: Changes in products, materials, and equipment from those required by the Contract Documents and proposed by Contractor. Refer to Division 01 Section "Substitution Procedures".
- C. Basis-of-Design Product Specification: Where a specific manufacturer's product is named and accompanied by the words "Product Standard," 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 other manufacturers
- D. Hazardous Substances Prohibited by Law: Including, but not limited to, any product, material, element, constituent, chemical, substance, compound, or mixture, which is defined in, included under, or regulated by any environmental laws.
- E. Environmental Laws: Applicable local, state, and federal laws, rules, ordinances, codes, regulations, and requirements in effect at the time Contractor's services are rendered, any amendments for Contractor's services rendered after the effective date of any such amendments.

1.03 SUBMITTALS

- A. Submittal Transmittal Information: Each submittal shall have a transmittal stating the project, submittal title, submittal content, specification section, and date.
- B. Submittal Contractor Review: Each submittal is required to be reviewed by the general contractor to verify completeness and accuracy of the submittal information. General contractor to provide stamp on submittal verifying the review.
- C. Product Data Submittals: Submit manufacturer's standard published data. Mark each copy to identify applicable products, models, options, and other data. Supplement manufacturers' standard data to provide information specific to this Project.
- D. Shop Drawing Submittals: Prepared specifically for this Project; indicate utility and electrical characteristics, utility connection requirements, and location of utility outlets for service for functional equipment and appliances.
- E. Sample Submittals: Illustrate functional and aesthetic characteristics of the product, with integral parts and attachment devices. Coordinate sample submittals for interfacing work.
 - 1. For selection from standard finishes, submit samples of the full range of the manufacturer's standard colors, textures, and patterns.

1.04 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.

- B. Compliance: Contractor shall take whatever measures deemed necessary to insure that all employees, suppliers, vendors, fabricators, subcontractors, or their assigns, to comply with hazardous substance requirements.

1.05 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 ensure compliance with the Contract Documents and to ensure 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.

1.06 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, required by the Contract Documents to provide specific rights for Owner, and specifically endorsed by manufacturer to Owner.
 - 2. Warranties: Prepare a written document, on manufacturer's standard form, modified to include Project-specific information, that contains appropriate terms and identification, properly executed.
- B. Submittal Time: Comply with requirements in Division 01 Section "Closeout Procedures."

PART 2 PRODUCTS

2.01 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.
 6. Products and materials brought onto the Project Site, and products and materials incorporated into the Work, shall comply with environmental laws.
- 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 (Approved Manufacturers/Fabricators and Products): Where Specifications include a list of names of both manufacturers and products, provide one of the products listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
 - b. Nonrestricted List (Available Manufacturers/Fabricators and Products): 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 (Approved Manufacturers/Fabricators): Where Specifications include a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements. Comparable products or substitutions for Contractor's convenience will be considered unless otherwise indicated.
 - b. Nonrestricted List (Available Manufacturers/Fabricators): 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 (Product Standard): 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, or unnamed manufacturer's product.
- C. Descriptive Specification Requirements: Where Specifications describe a product, or assembly, listing exact characteristics required, without use of a brand or trade name, provide a product, material or assembly that provides the characteristics and otherwise complies with Contract requirements.
- D. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with these requirements, and are recommended by the manufacturer for the application indicated. General overall performance of a product is implied where the product or material is specified for a specific application.
1. Manufacturer's recommendations may be contained in published product literature, or by the manufacturer's certification of performance.
- E. Compliance with Standards, Codes and Regulations: Where Specifications only require compliance with imposed code, standard or regulation, select product that complies with standards, codes or regulations specified.
- F. 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 Division 01 Section "Substitution Procedures" for proposal of product.
- G. Visual Selection Specification: Where Specifications include the phrase "as selected by Architect from manufacturer's color, gloss, pattern, density, or texture" or similar phrase, select a product (and manufacturer) that complies with other specified requirements.
 1. Standard Range: Where Specifications include the phrase "standard range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, or texture from manufacturer's product line that does not include premium items.
 2. Custom Range: Where Specifications include the phrase "custom range of colors, patterns, textures" or similar phrase, Architect will select color, pattern, or texture from manufacturer's product line that includes both standard and premium items.
 3. Special Custom Range: Where Specifications include the phrase "special custom range of colors patterns, textures" or similar phrase, Architect will select a new color, pattern, or texture different from those normally produced by the manufacturer.
- H. Allowances (If Applicable): Refer to provisions of individual Specification Sections and of Division 01 Section "Allowance" for allowances that control product selection and for procedures required for processing such selections.

2.02 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

3.01 RESTRICTION OF HAZARDOUS SUBSTANCES

- A. Contractor agrees that it shall not knowingly after reasonable diligence and effort, incorporate into the Work any hazardous substance other than as may be lawfully contained within products, except in accordance with applicable environmental laws. Further, in performing any of its obligations hereunder, Contractor shall not cause any release of hazardous substances into, or contamination of, the environment, including soil, the atmosphere, any watercourse or ground water, except in accordance with applicable environmental laws. In the event that Contractor engages in any of the activities prohibited in this paragraph, to the fullest extent permitted by law, Contractor hereby indemnifies and holds harmless Owner and its partners, members, officers, directors, agents, employees and consultants from and against any and all claims, damages, losses, causes of action, suits and liabilities of every kind, including, but not limited to, expenses of litigation, court costs, punitive damages and attorney's fees, arising out of, incidental to or resulting from the activities prohibited.
- B. In the event Contractor observes on the Project Site any substance which Contractor reasonably believes to be a hazardous substance, and which is being introduced into the Work, or exists on the Project Site, in a manner violate of any applicable environmental laws, Contractor shall immediately notify Owner and report the condition to Owner in writing. The Work in the affected area shall not thereafter be resumed except by written authorization of Owner if in fact a hazardous substance has been encountered and has not been rendered harmless. In the event that Contractor fails to give Owner proper notification hereunder, upon knowingly observing a hazardous substance at the Project Site, to the fullest extent permitted by the law, Contractor hereby indemnifies and holds harmless Owner, and all of its partners, members, officers, directors, agents, employees and

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consultants from and against all claims, damages, losses, causes of action, suits and liabilities of every kind, including, but not limited to, expenses of litigation, court costs, punitive damages and attorneys' fees, arising out of, incidental to, or resulting from Contractor's failure to stop the Work.

- C. If Owner believes that hazardous substances may have been located, generated, manufactured, used or disposed of on or about the Project Site by Contractor or any of its employees, agents, subcontractors, suppliers, or invitees, Owner may have environmental studies of the Project Site conducted as it deems appropriate, and Contractor shall be responsible for the cost of such studies to the extent that Contractor or any of its employees, agents, subcontractors, suppliers or invitees are responsible for the presence of any hazardous substances.

END OF SECTION 016000

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**SECTION 017300
EXECUTION**

PART 1 GENERAL

1.01 SUMMARY

- A. Section includes general administrative and procedural requirements governing execution of the Work including, but not limited to, the following:
 - 1. Construction layout.
 - 2. Field engineering and surveying.
 - 3. Installation of the Work.
 - 4. Cutting and patching.
 - 5. Coordination of Owner-installed products.
 - 6. Progress cleaning.
 - 7. Starting and adjusting.
 - 8. Protection of installed construction.
 - 9. Correction of the Work.

1.02 DEFINITIONS

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

1.03 SUBMITTALS

- A. Qualification Data: For land surveyor or professional engineer.
- B. Certificates: Submit certificate signed by land surveyor or professional engineer certifying that location and elevation of improvements comply with requirements.
- C. Cutting and Patching Plan: Submit plan describing procedures at least 10 days prior to the time cutting and patching will be performed, requesting approval to proceed. Include the following information:
 - 1. Extent: Describe reason for and extent of each occurrence of cutting and patching.
 - 2. Changes to In-Place Construction: Describe anticipated results. Include changes to structural elements and operating components as well as changes in building appearance and other significant visual elements.
 - 3. Products: List products to be used for patching and firms or entities that will perform patching work.
 - 4. Dates: Indicate when cutting and patching will be performed.
 - 5. Utilities and Mechanical and Electrical Systems: List services and systems that cutting and patching procedures will disturb or affect. List services and systems that will be relocated and those that will be temporarily out of service. Indicate length of time permanent services and systems will be disrupted.
 - a. Include description of provisions for temporary services and systems during interruption of permanent services and systems.
 - 6. Structural Elements: Where cutting and patching involve adding reinforcement to structural elements, submit details and engineering calculations showing integration of reinforcement with original structure.
 - 7. Architect's Approval: Obtain approval of cutting and patching proposal before cutting and patching. Approval does not waive right to later require removal and replacement of unsatisfactory work.
- D. Retention System Certification: Submit a statement certified by the Contractor's registered structural engineer that the design of components of the excavation support system is in compliance with provisions of the Contract Documents and the local building code, and is in keeping with generally accepted engineering practice.
 - 1. Submit, if requested, design calculations, specifications and erection drawings, bearing the Contractor's registered structural engineer's stamp, to the local building code official.
 - 2. Submit complete excavation support system shop drawings for information coordination purposes only.

3. Architect/Engineer will neither review nor approve excavation support system shop drawings.

1.04 QUALITY ASSURANCE

- A. Retention System Engineering: Each component of the excavation support system shall be designed by a registered structural engineer, in accordance with the local building code, and registered structural engineer shall be engaged by the Contractor.
- B. Cutting and Patching: Comply with requirements for and limitations on cutting and patching of construction elements.
 1. Structural Elements: Do not cut and patch structural elements in a manner that could change their load-carrying capacity or increase deflection
 2. Operational Elements: Do not cut and patch operating elements and related components in a manner that results in reducing their capacity to perform as intended or that results in increased maintenance or decreased operational life or safety.
 3. Miscellaneous Elements: Do not cut and patch other construction elements or components in a manner that could change their load-carrying capacity, that results in reducing their capacity to perform as intended, or that results in increased maintenance or decreased operational life or safety.
 4. Visual Elements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch exposed construction on the exterior or in occupied spaces in a manner that would, in Architect's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.
 - a. If possible, retain original Installer or fabricator to cut and patch exposed Work listed below. If it is impossible to engage original Installer or fabricator, engage another recognized, experienced, and specialized firm.
- C. Cutting and Patching Conference: Before proceeding, meet at Project site with parties involved in cutting and patching, including mechanical and electrical trades. Review areas of potential interference and conflict. Coordinate procedures and resolve potential conflicts before proceeding.
- D. Manufacturer's Installation Instructions: Obtain and maintain on-site manufacturer's written recommendations and instructions for installation of products and equipment.

1.05 WARRANTY

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

PART 2 PRODUCTS

2.01 MATERIALS

- A. General: Comply with requirements specified in other Sections.
 1. For projects requiring compliance with sustainable design and construction practices and procedures, use products for patching that comply with requirements in Division 01 sustainable construction requirements Section.
- B. In-Place Materials: Use materials for patching identical to in-place materials. For exposed surfaces, use materials that visually match in-place adjacent surfaces to the fullest extent possible.
 1. If identical materials are unavailable or cannot be used, use materials that, when installed, will provide a match acceptable to Architect for the visual and functional performance of in-place materials.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Existing Conditions: The existence and location of site improvements, utilities, and other construction indicated as existing are not guaranteed. Before beginning work, investigate and verify the existence and location of mechanical and electrical systems and other construction affecting the Work.
 1. Before construction, verify the location and points of connection of utility services.
- B. Existing Conditions: The existence and location of underground and other utilities and construction indicated as existing are not guaranteed. Before beginning sitework,

investigate and verify the existence and location of underground utilities, and other construction affecting the Work.

1. Before construction, verify the location and invert elevation at points of connection of sanitary sewer, storm sewer, and water-service piping; underground electrical services, and other utilities.
 2. Furnish location data for work related to Project that must be performed by public utilities serving Project site.
- C. Acceptance of Surfaces and Conditions: Examine substrates to receive products and systems and associated work for compliance with requirements and other conditions affecting performance. Proceed only when unsatisfactory conditions have been corrected in a manner complying with Contract Documents. Starting work within a particular area will be construed as acceptance of surface conditions. Record observations.
1. Examine roughing-in for mechanical and electrical systems to verify actual locations of connections before equipment and fixture installation.
 2. Examine walls, floors, and roofs for suitable conditions where products and systems are to be installed.
 3. Verify compatibility with and suitability of substrates, including compatibility with existing finishes or primers.

3.02 INSTALLATION, GENERAL

- A. Installation Quality Standards: In addition to standards listed elsewhere, perform Work according to following, unless otherwise specified:
1. Respective manufacturer/fabricator's written installation instructions.
 2. Accepted submittals.
 3. Contract Documents.
- B. Control of Corrosion: Prevent galvanic action and other forms of corrosion by isolating metals and other materials from direct contact with incompatible materials.

3.03 PREPARATION

- A. General: Comply with manufacturer's instructions, recommendations, and specifications for cleaning and surface preparation. Surfaces shall have no defects, contaminants, or errors which would result in poor or potentially defective installation or would cause latent defects in Work.
- B. Existing Utility Information: Furnish information to local utility that is necessary to adjust, move, or relocate existing utility structures, utility poles, lines, services, or other utility appurtenances located in or affected by construction. Coordinate with authorities having jurisdiction.
- C. Existing Utility Interruptions at Renovation Work: Do not interrupt utilities serving facilities occupied by Owner or others unless permitted under the following conditions and then only after arranging to provide temporary utility services according to requirements indicated:
1. Notify Owner not less than 72 hours in advance of proposed utility interruptions.
 2. Do not proceed with utility interruptions without Owner's written permission.
- D. Field Measurements: Take field measurements as required to fit the Work properly. Recheck measurements before installing each product. Where portions of the Work are indicated to fit to other construction, verify dimensions of other construction by field measurements before fabrication. Coordinate fabrication schedule with construction progress to avoid delaying the Work.
- E. Space Requirements: Verify space requirements and dimensions of items shown diagrammatically on Drawings.
- F. Review of Contract Documents and Field Conditions: Immediately on discovery of the need for clarification of the Contract Documents caused by differing field conditions outside the control of Contractor, submit a request for information to Architect according to requirements in Division 01 Section "Project Management and Coordination."

3.04 CONSTRUCTION LAYOUT

- A. Verification: Before proceeding to lay out the Work, verify layout information shown on Drawings, in relation to the property survey and existing benchmarks. If discrepancies are discovered, notify Architect promptly.

- B. General: Engage a land surveyor or professional engineer to lay out the Work using accepted surveying practices.
 - 1. Establish dimensions within tolerances indicated. Do not scale Drawings to obtain required dimensions.
 - 2. Inform installers of lines and levels to which they must comply.
 - 3. Check the location, level and plumb, of every major element as the Work progresses.
 - 4. Notify Architect when deviations from required lines and levels exceed allowable tolerances.
 - 5. Close site surveys with an error of closure equal to or less than the standard established by authorities having jurisdiction.
- C. Site Improvements: Locate and lay out site improvements, including pavements, grading, fill and topsoil placement, utility slopes, and rim and invert elevations.
- D. Building Lines and Levels: Locate and lay out control lines and levels for structures, building foundations, column grids, and floor levels, including those required for mechanical and electrical work. Transfer survey markings and elevations for use with control lines and levels. Level foundations and piers from two or more locations.
- E. Record Log: Maintain a log of layout control work. Record deviations from required lines and levels. Include beginning and ending dates and times of surveys, weather conditions, name and duty of each survey party member, and types of instruments and tapes used. Make the log available for reference by Architect.

3.05 FIELD ENGINEERING

- A. Reference Points: Locate existing permanent benchmarks, control points, and similar reference points before beginning the Work. Preserve and protect permanent benchmarks and control points during construction operations.
 - 1. Do not change or relocate existing benchmarks or control points Report lost or destroyed permanent benchmarks or control points promptly. Report the need to relocate permanent benchmarks or control points to Architect before proceeding.
 - 2. Replace lost or destroyed permanent benchmarks and control points promptly. Base replacements on the original survey control points.
- B. Benchmarks: Establish and maintain a minimum of 2 permanent benchmarks on Project site, referenced to data established by survey control points. Comply with authorities having jurisdiction for type and size of benchmark.
 - 1. Record benchmark locations, with horizontal and vertical data, on Project Record Documents.
 - 2. Where the actual location or elevation of layout points cannot be marked, provide temporary reference points sufficient to locate the Work.
 - 3. Remove temporary reference points when no longer needed. Restore marked construction to its original condition.
- C. Certified Survey: 30 days after completion of each work component/activity, including, but not limited to, foundation walls, major site improvements, and other work requiring field-engineering services, prepare a certified survey showing dimensions, locations, angles, and elevations of construction and sitework.

3.06 INSTALLATION

- A. General: Locate the Work and components of the Work accurately, in correct alignment and elevation, as indicated.
 - 1. Make vertical work plumb and make horizontal work level.
 - 2. Where space is limited, install components to maximize space available for maintenance and ease of removal for replacement.
 - 3. Conceal pipes, ducts, and wiring in finished areas unless otherwise indicated.
- B. Comply with manufacturer's written instructions and recommendations for installing products in applications indicated, unless indicated otherwise in the Contract Documents.
- C. Install products at the time and under conditions that will ensure the best possible results. Maintain conditions required for product performance until Substantial Completion.
- D. Conduct construction operations so no part of the Work is subjected to damaging operations or loading in excess of that expected during normal conditions of occupancy.

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

3.07 CUTTING AND PATCHING

- A. Cutting and Patching, General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.
 - 1. Cut in-place construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.
- B. Existing Warranties: Remove, replace, patch, and repair materials and surfaces cut or damaged during installation or cutting and patching operations, by methods and with materials so as not to void existing warranties.
- C. Temporary Support: Provide temporary support of work to be cut.
- D. Protection: Protect in-place construction during cutting and patching to prevent damage. Provide protection from adverse weather conditions for portions of Project that might be exposed during cutting and patching operations.
- E. Adjacent Occupied Areas: Where interference with use of adjoining areas or interruption of free passage to adjoining areas is unavoidable, coordinate cutting and patching according to requirements in Division 01 Section "Summary."
- F. Existing Utility Services and Mechanical/Electrical Systems: Where existing services/systems are required to be removed, relocated, or abandoned, bypass such services/systems before cutting to prevent interruption to occupied areas.
- G. Cutting: Cut in-place construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction. If possible, review proposed procedures with original Installer; comply with original Installer's written recommendations.
 - 1. In general, use hand or small power tools designed for sawing and grinding, not hammering and chopping. Cut holes and slots neatly to minimum size required, and with minimum disturbance of adjacent surfaces. Temporarily cover openings when not in use.
 - 2. Finished Surfaces: Cut or drill from the exposed or finished side into concealed surfaces.
 - 3. Concrete and Masonry: Cut using a cutting machine, such as an abrasive saw or a diamond-core drill.
 - 4. Excavating and Backfilling: Comply with requirements in applicable Division 31 Sections where required by cutting and patching operations.

5. Mechanical and Electrical Services: Cut off pipe or conduit in walls or partitions to be removed. Cap, valve, or plug and seal remaining portion of pipe or conduit to prevent entrance of moisture or other foreign matter after cutting.
 6. Proceed with patching after construction operations requiring cutting are complete.
- H. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other work. Patch with durable seams that are as invisible as practicable. Provide materials and comply with installation requirements specified in other Sections, where applicable.
1. Inspection: Where feasible, test and inspect patched areas after completion to demonstrate physical integrity of installation.
 2. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will minimize evidence of patching and refinishing.
 - a. Clean piping, conduit, and similar features before applying paint or other finishing materials.
 - b. Restore damaged pipe covering to its original condition.
 3. Floors and Walls: Where walls or partitions that are removed extend one finished area into another, patch and repair floor and wall surfaces in the new space. Provide an even surface of uniform finish, color, texture, and appearance. Remove in-place floor and wall coverings and replace with new materials, if necessary, to achieve uniform color and appearance.
 - a. Where patching occurs in a painted surface, prepare substrate and apply primer and intermediate paint coats appropriate for substrate over the patch, and apply final paint coat over entire unbroken surface containing the patch. Provide additional coats until patch blends with adjacent surfaces.
 - b. Patch fire rated assemblies with materials to match existing and maintain assembly fire rating.
 4. Ceilings: Patch, repair, or rehang in-place ceilings as necessary to provide an even-plane surface of uniform appearance.
 5. Exterior Building Enclosure: Patch components in a manner that restores enclosure to a weathertight condition and ensures thermal and moisture integrity of building enclosure.
- I. Cleaning: Clean areas and spaces where cutting and patching are performed. Remove paint, mortar, oils, putty, and similar materials from adjacent finished surfaces.

3.08 OWNER-INSTALLED PRODUCTS

- A. Site Access: As applicable, provide access to Project site for Owner's construction personnel.
- B. Coordination: Coordinate construction and operations of the Work with work performed by Owner's construction personnel.
 1. Construction Schedule: Inform Owner of Contractor's preferred construction schedule for Owner's portion of the Work. Adjust construction schedule based on a mutually agreeable timetable. Notify Owner if changes to schedule are required due to differences in actual construction progress.
 2. Preinstallation Conferences: Include Owner's construction personnel at preinstallation conferences covering portions of the Work that are to receive Owner's work. Attend preinstallation conferences conducted by Owner's construction personnel if portions of the Work depend on Owner's construction.

3.09 PROGRESS CLEANING

- A. General: Clean Project site and work areas daily, including common areas. Enforce requirements strictly. Dispose of materials lawfully.
 1. Comply with requirements in NFPA 241 for removal of combustible waste materials and debris.
 2. Do not hold waste materials more than 7 days during normal weather or 3 days if the temperature is expected to rise above 80 deg F (27 deg C).
 3. Containerize hazardous and unsanitary waste materials separately from other waste. Mark containers appropriately and dispose of legally, according to regulations.
 - a. Use containers specifically intended for holding types of waste materials identified where applicable, e.g. blue colored containers with labeling and symbols for bio-

waste.

- B. Site: Maintain Project site free of waste materials and debris.
- C. Work Areas: Clean areas where work is in progress to the level of cleanliness necessary for proper execution of the Work.
 - 1. Remove liquid spills immediately.
 - 2. Where dust would impair proper execution of the Work, broom-clean or vacuum the entire work area, as appropriate.
- D. Installed Work: Keep installed work clean. Clean installed surfaces according to written instructions of manufacturer or fabricator of product installed, using only cleaning materials specifically recommended. If specific cleaning materials are not recommended, use cleaning materials that are not hazardous to health or property and that will not damage exposed surfaces.
- E. Concealed Spaces: Remove debris from concealed spaces before enclosing the space.
- F. Exposed Surfaces in Finished Areas: Clean exposed surfaces and protect as necessary to ensure freedom from damage and deterioration at time of Substantial Completion.
- G. Waste Disposal: Do not bury or burn waste materials on-site. Do not wash waste materials down sewers or into waterways. Comply with waste disposal requirements in Division 01 Section "Temporary Facilities and Controls." and Division 01 Section "Construction Waste Management and Disposal", whichever is the more restrictive.
- H. Remove construction markings not required and graffiti immediately, repairing or replacing damaged material.
- I. During handling and installation, clean and protect construction in progress and adjoining materials already in place. Apply protective covering where required to ensure protection from damage or deterioration at Substantial Completion.
- J. Clean and provide maintenance on completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to ensure operability without damaging effects.
- K. Limiting Exposures: Supervise construction operations to assure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging, or otherwise deleterious exposure during the construction period.

3.10 STARTING AND ADJUSTING

- A. As applicable, coordinate startup and adjusting of equipment and operating components with commissioning requirements in Division 01 specification sections.
- B. Start equipment and operating components to confirm proper operation. Remove malfunctioning units, replace with new units, and retest.
- C. Adjust equipment for proper operation. Adjust operating components for proper operation without binding.
- D. Test each piece of equipment to verify proper operation. Test and adjust controls and safeties. Replace damaged and malfunctioning controls and equipment.
- E. Manufacturer's Field Service: Comply with qualification requirements in Division 01 Section "Quality Requirements."

3.11 PROTECTION OF INSTALLED CONSTRUCTION

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

END OF SECTION 017300

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**SECTION 017419
CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL**

PART 1 GENERAL

1.01 WASTE MANAGEMENT REQUIREMENTS

- A. Minimize trash/waste disposal in landfills; reuse, salvage, or recycle as much waste as economically feasible.
- B. Disposing of nonhazardous construction waste.
- C. Methods of trash/waste disposal that are not acceptable are:
 - 1. Burning on the project site.
 - 2. Burying on the project site.
 - 3. Dumping or burying on other property, public or private.
 - 4. Other illegal dumping or burying.
- D. Regulatory Requirements: Contractor is responsible for knowing and complying with regulatory requirements, including but not limited to Federal, state and local requirements, pertaining to legal disposal of all construction and demolition waste materials.

1.02 DEFINITIONS

- A. Clean: Untreated and unpainted; not contaminated with oils, solvents, caulk, or the like.
- B. Construction and Demolition Waste: Solid wastes typically including building materials, packaging, trash, debris, and rubble resulting from construction, remodeling, repair and demolition operations.
- C. Hazardous: Exhibiting the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity or reactivity.
- D. Nonhazardous: Exhibiting none of the characteristics of hazardous substances, i.e., ignitibility, corrosivity, toxicity, or reactivity.
- E. Nontoxic: Neither immediately poisonous to humans nor poisonous after a long period of exposure.
- F. Recyclable: The ability of a product or material to be recovered at the end of its life cycle and remanufactured into a new product for reuse by others.
- G. Recycle: To remove a waste material from the project site to another site for remanufacture into a new product for reuse by others.
- H. Recycling: The process of sorting, cleansing, treating and reconstituting solid waste and other discarded materials for the purpose of using the altered form. Recycling does not include burning, incinerating, or thermally destroying waste.
- I. Return: To give back reusable items or unused products to vendors for credit.
- J. Reuse: To reuse a construction waste material in some manner on the project site.
- K. Salvage: To remove a waste material from the project site to another site for resale or reuse by others.
- L. Sediment: Soil and other debris that has been eroded and transported by storm or well production run-off water.
- M. Source Separation: The act of keeping different types of waste materials separate beginning from the first time they become waste.
- N. Toxic: Poisonous to humans either immediately or after a long period of exposure.
- O. Trash: Any product or material unable to be reused, returned, recycled, or salvaged.
- P. Waste: Extra material or material that has reached the end of its useful life in its intended use. Waste includes salvageable, returnable, recyclable, and reusable material.

1.03 PERFORMANCE REQUIREMENTS

- A. General: Achieve end-of-Project rates for salvage/recycling of 50 percent by weight of total non-hazardous solid waste generated by the Work. Practice efficient waste management in the use of materials in the course of the Work. Use all reasonable means to divert construction and demolition waste from landfills and incinerators. Facilitate recycling and salvage of materials.

1.04 SUBMITTALS

- A. See Section 013000 - Administrative Requirements, for submittal procedures.
- B. Waste Management Plan: Submit plan within 30 days of date established for commencement of the Work.
- C. Waste Reduction Progress Reports: Concurrent with each Application for Payment, submit report. Include the following information:
 - 1. Material category.
 - 2. Generation point of waste.
 - 3. Total quantity of waste in tons (tonnes).
 - 4. Total quantity of waste recovered (salvaged plus recycled) in tons (tonnes).
 - 5. Total quantity of waste recovered (salvaged plus recycled) as a percentage of total waste.
- D. Waste Reduction Calculations: Before request for Substantial Completion, submit calculated end-of-Project rates for salvage, recycling, and disposal as a percentage of total waste generated by the Work.
- E. Recycling and Processing Facility Records: Indicate receipt and acceptance of recyclable waste by recycling and processing facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.
- F. Landfill and Incinerator Disposal Records: Indicate receipt and acceptance of waste by landfills and incinerator facilities licensed to accept them. Include manifests, weight tickets, receipts, and invoices.
- G. Submittal: Letter signed by Contractor, tabulating total waste material, quantities diverted and means by which it is diverted, and statement that requirements have been met.

1.05 QUALITY ASSURANCE

- A. Regulatory Requirements: Comply with hauling and disposal regulations of authorities having jurisdiction.
- B. Waste Management Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to waste management including, but not limited to, the following:
 - 1. Review and discuss waste management plan.
 - 2. Review requirements for documenting quantities of each type of waste and its disposition.
 - 3. Review and finalize procedures for materials separation and verify availability of containers and bins needed to avoid delays.
 - 4. Review procedures for periodic waste collection and transportation to recycling and disposal facilities.
 - 5. Review waste management requirements for each trade.

1.06 WASTE MANAGEMENT PLAN

- A. General: Develop a waste management plan according to ASTM E 1609 and requirements of this Section. Plan shall consist of waste identification, waste reduction work plan, and cost/revenue analysis. Indicate quantities by weight or volume, but use same units of measure throughout waste management plan.
- B. Waste Identification: Indicate anticipated types and quantities of site-clearing and construction waste generated by the Work. Include estimated quantities and assumptions for estimates.
- C. Waste Reduction Work Plan: List each type of waste and whether it will be salvaged, recycled, or disposed of in landfill or incinerator. Include points of waste generation, total quantity of each type of waste, quantity for each means of recovery, and handling and transportation procedures.
 - 1. Recycled Materials: Include list of local receivers and processors and type of recycled materials each will accept. Include names, addresses, and telephone numbers.
 - 2. Disposed Materials: Indicate how and where materials will be disposed of. Include name, address, and telephone number of each landfill and incinerator facility.

3. Handling and Transportation Procedures: Include method that will be used for separating recyclable waste including sizes of containers, container labeling, and designated location on Project site where materials separation will be located.
- D. Cost/Revenue Analysis: Indicate total cost of waste disposal as if there was no waste management plan and net additional cost or net savings resulting from implementing waste management plan. Include the following:
 1. Total quantity of waste.
 2. Estimated cost of disposal (cost per unit). Include hauling and tipping fees and cost of collection containers for each type of waste.
 3. Total cost of disposal (with no waste management).
 4. Revenue from salvaged / recycled materials.
 5. Savings in hauling and tipping fees that are avoided.
 6. Handling and transportation costs. Include cost of collection containers for each type of waste.
 7. Net additional cost or net savings from waste management plan.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION

3.01 PLAN IMPLEMENTATION

- A. General: Implement approved waste management plan. Provide handling, containers, storage, signage, transportation, and other items as required to implement waste management plan during the entire duration of the Contract.
 1. Comply with Division 01 Section "Temporary Facilities and Controls" for operation, termination, and removal requirements.
- B. Site Access and Temporary Controls: Conduct waste management operations to ensure minimum interference with roads, streets, walks, walkways, and other adjacent occupied and used facilities.
 1. Designate and label specific areas on Project site necessary for separating materials that are to be salvaged, recycled, reused, donated, and sold.
 2. Comply with Division 01 Section "Temporary Facilities and Controls" for controlling dust and dirt, environmental protection, and noise control.

3.02 RECYCLING CONSTRUCTION WASTE

- A. Preparation of Waste: Prepare and maintain recyclable waste materials according to recycling or reuse facility requirements. Maintain materials free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process.

3.03 DISPOSAL OF WASTE

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

END OF SECTION 017419

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**SECTION 017700
CLOSEOUT PROCEDURES**

PART 1 GENERAL

1.01 SUMMARY

- A. Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:
 - 1. Substantial completion procedures.
 - 2. Final completion procedures.
 - 3. Warranties.
 - 4. Final cleaning.
 - 5. Repair of the Work.
 - 6. Attic stock provisions.

1.02 SUBMITTALS

- A. Contractor's List of Incomplete Items: Initial submittal at Substantial Completion.
- B. Certified List of Incomplete Items: Final submittal at Final Completion.
- C. Certificates of Release: From authorities having jurisdiction.
- D. Certificate of Insurance: For continuing coverage.
- E. Field Report: For pest control inspection.
- F. Schedule of Maintenance Material Items: For maintenance material submittal items specified in other Sections.

1.03 SUBSTANTIAL COMPLETION PROCEDURES

- A. Contractor's List of Incomplete Items: Prepare and submit a list of items to be completed and corrected (Contractor's punch list), indicating the value of each item on the list and reasons why the Work is incomplete.
- B. Submittals Prior to Substantial Completion: Complete the following prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
 - 1. Certificates of Release: Obtain and submit releases from authorities having jurisdiction permitting Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 2. Submit closeout submittals specified in other Division 01 Sections, including project record documents, operation and maintenance manuals, final completion construction photographic documentation, damage or settlement surveys, property surveys, and similar final record information.
 - 3. Submit closeout submittals specified in individual Divisions 02 through 33 Sections, including specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
 - 4. Submit maintenance material submittals specified in individual Divisions 02 through 33 Sections, including tools, spare parts, extra materials, and similar items, and deliver to location designated by Architect. Label with manufacturer's name and model number where applicable.
 - a. Schedule of Maintenance Material Items: Prepare and submit schedule of maintenance material submittal items, including name and quantity of each item and name and number of related Specification Section. Obtain Owner's signature for receipt of submittals.
 - 5. Submit test/adjust/balance records.
- C. Procedures Prior to Substantial Completion: Complete the following prior to requesting inspection for determining date of Substantial Completion. List items below that are incomplete at time of request.
 - 1. Advise Owner of pending insurance changeover requirements.
 - 2. Make final changeover of permanent locks and deliver keys to Owner. Advise Owner's personnel of changeover in security provisions.
 - 3. Complete startup and testing of systems and equipment.
 - 4. Perform preventive maintenance on equipment used prior to Substantial Completion.

5. Instruct Owner's personnel in operation, adjustment, and maintenance of products, equipment, and systems. Submit demonstration and training video recordings specified in Division 01 Section "Demonstration and Training."
 6. Advise Owner of changeover in heat and other utilities.
 7. Participate with Owner in conducting inspection and walk through with local emergency responders.
 8. Terminate and remove temporary facilities from Project site, along with mockups, construction tools, and similar elements.
 9. Complete final cleaning requirements, including touchup painting.
 10. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.
- D. Inspection: Submit a written request for inspection to determine Substantial. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare the Certificate of Substantial Completion after inspection or will notify Contractor of items, either on Contractor's list or additional items identified by Architect, that must be completed or corrected before certificate will be issued.
1. Re-inspection: Request, in writing, re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.
 2. Results of completed inspection will form the basis of requirements for final completion.
- E. Warranties required by the Contract Documents shall commence on the date of Substantial Completion of the Work or designated portion thereof unless otherwise provided in the Certificate of Substantial Completion.

1.04 FINAL COMPLETION PROCEDURES

- A. Submittals Prior to Final Completion: Before requesting final inspection for determining final completion, complete the following:
1. Submit a final Application for Payment according to Division 01 Section "Payment Procedures."
 - a. If applicable, the final change order must be executed and included in the final application for payment before final completion can be achieved
 2. Certified List of Incomplete Items: Submit certified copy of Architect's Substantial Completion inspection list of items to be completed or corrected (punch list). Certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.
 3. Certificate of Insurance: Submit evidence of final, continuing insurance coverage complying with insurance requirements.
 4. Submit pest-control final inspection report.
- B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Architect will either proceed with inspection or notify Contractor of unfulfilled requirements. Architect will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.
1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.05 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

- A. Organization of List: Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction
1. Organize list of spaces in sequential order, starting with exterior areas first and proceeding from lowest floor to highest floor.
 2. Organize items applying to each space by major element, including categories for ceiling, individual walls, floors, equipment, and building systems.
 3. Include the following information at the top of each page:
 - a. Project name.
 - b. Date.
 - c. Name of Architect.
 - d. Name of Contractor.
 - e. Page number.

4. Submit list of incomplete items in the format agreed upon by the Owner and Architect.

1.06 SUBMITTAL OF PROJECT WARRANTIES

- A. Time of Submittal: Submit written warranties for designated portions of the Work where commencement of warranties other than date of Substantial Completion is indicated, or when delay in submittal of warranties might limit Owner's rights under warranty.
- B. Partial Occupancy: Submit properly executed warranties within minimum number days, as required by the Contract, of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.
- C. Organize warranty documents into an orderly sequence based on the table of contents of Project Manual.
 1. Warranty Electronic File: Scan warranties and bonds and assemble complete warranty and bond submittal package into a single indexed electronic PDF file with links enabling navigation to each item. Provide bookmarked table of contents at beginning of document.
- D. Provide additional copies of each warranty to include in operation and maintenance manuals.

PART 2 PRODUCTS

2.01 MATERIALS

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

PART 3 EXECUTION

3.01 FINAL CLEANING

- A. General: Perform final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
- B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.
 1. Complete the following cleaning operations, as applicable, before requesting inspection for certification of Substantial Completion for entire Project or for a portion of Project:
 - a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
 - b. Sweep paved areas broom clean. Remove petrochemical spills, stains, and other foreign deposits.
 - c. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 - d. Remove tools, construction equipment, machinery, and surplus material from Project site.
 - e. Remove snow and ice to provide safe access to building.
 - f. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 - g. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 - h. Sweep concrete floors broom clean in unoccupied spaces.
 - i. Vacuum carpet and similar soft surfaces, removing debris and excess nap; clean according to manufacturer's recommendations if visible soil or stains remain.

- j. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other noticeable, vision-obscuring materials. Polish mirrors and glass, taking care not to scratch surfaces.
 - k. Remove labels that are not permanent.
 - l. Remove all graffiti and construction writing.
 - m. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 - n. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 - o. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 - p. Clean ducts, blowers, and coils if units were operated without filters during construction or that display contamination with particulate matter on inspection.
 - q. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency.
 - r. Leave Project clean and ready for occupancy.
- C. Pest Control: Comply with pest control requirements in Division 01 Section "Temporary Facilities and Controls." Prepare written report.
- D. Construction Waste Disposal: Comply with waste disposal requirements in Division 01 Section "Temporary Facilities and Controls." and Division 01 Section "Construction Waste Management and Disposal", whichever is the more restrictive and as follows:
- 1. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

3.02 REPAIR OF THE WORK

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

3.03 ATTIC STOCK PROVISIONS

- A. Where applicable, the following quantities of attic stock shall be provided:
- 1. Carpet - 50 LF per 600 SF
 - 2. Carpet base - 200 LF
 - 3. Floor & wall tile (restroom) - 2 boxes
 - 4. Resilient Flooring - 2 boxes
 - 5. Sheet Vinyl - 250 SF
 - 6. Rubber base - 1 box/110 LF
 - 7. Paint - 5 interior colors and 1 exterior color, -6-8 gallons each
 - 8. Ceiling tile - 2 types: 4-5 cartons each

END OF SECTION 017700

**SECTION 017823
OPERATION AND MAINTENANCE DATA**

PART 1 GENERAL

1.01 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.

1.02 DEFINITIONS

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

1.03 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.
- 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 Owner.
 - 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.
- C. Initial Manual Submittal: Submit draft copy of each manual at least 30 days before commencing demonstration and training. Architect will comment on whether general scope and content of manual are approved.
- D. Final Manual Submittal: Submit each manual in final form prior to requesting inspection for Substantial Completion and 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 prior to commencing demonstration and training.

PART 2 PRODUCTS

2.01 OPERATION AND MAINTENANCE DOCUMENTATION DIRECTORY

- 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. Include a section in the directory for each of the following:
 - 1. List of documents.
 - 2. List of systems.
 - 3. List of equipment.
 - 4. Table of contents.
- B. List of Systems and Subsystems: List systems alphabetically. Include references to operation and maintenance manuals that contain information about each system.
- C. List of Equipment: List equipment for each system, organized alphabetically by system. For pieces of equipment not part of system, list alphabetically in separate list.
- D. Tables of Contents: Include a table of contents for each emergency, operation, and maintenance manual.
- E. Identification: In the documentation directory and in each operation and maintenance manual, identify each system, subsystem, and piece of equipment with same designation used in the Contract Documents. If no designation exists, assign a designation according to ASHRAE Guideline 4, "Preparation of Operating and Maintenance Documentation for Building Systems."

2.02 REQUIREMENTS FOR EMERGENCY, OPERATION, AND MAINTENANCE MANUALS

- A. 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.
- B. 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. Names and contact information for major consultants to the Architect that designed the systems contained in the manuals.
 - 7. Cross-reference to related systems in other operation and maintenance manuals.
- C. 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.
- D. 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.
- E. 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.

2.03 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.

2.04 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 has delegated design responsibility.
 3. Operating standards.
 4. Operating procedures.
 5. Operating logs.
 6. Wiring diagrams.
 7. Control diagrams.
 8. Piped system diagrams.
 9. Precautions against improper use.
 10. License requirements including inspection and renewal dates.
- 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.
- 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.

2.05 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 and drawing or schedule designation or identifier where applicable.
- 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.
 - 1. Include procedures to follow and required notifications for warranty claims.

2.06 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 and drawing or schedule designation or identifier where applicable.
- 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.
 - 1. Scheduled Maintenance and Service: Tabulate actions for daily, weekly, monthly, quarterly, semiannual, and annual frequencies.
 - 2. Maintenance and Service Record: Include manufacturers' forms for recording maintenance.
- 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.
 - 1. Include procedures to follow and required notifications for warranty claims.

PART 3 EXECUTION

3.01 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.
 - 1. Engage a factory-authorized service representative to assemble and prepare information for each system, subsystem, and piece of equipment not part of a system.
 - 2. Prepare a separate manual for each system and subsystem, in the form of an instructional manual for use by Owner's operating personnel.
- 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.
 - 1. Prepare supplementary text if manufacturers' standard printed data are not available and where the information is necessary for proper operation and maintenance of equipment or systems.
- 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.
 - 2. Comply with requirements of newly prepared record Drawings in Division 01 Section "Project Record Documents."
- F. Comply with Division 01 Section "Closeout Procedures" for schedule for submitting operation and maintenance documentation.

END OF SECTION 017823

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**SECTION 017839
PROJECT RECORD DOCUMENTS**

PART 1 GENERAL

1.01 SUMMARY

- A. Section includes administrative and procedural requirements for project record documents, including the following:
 - 1. Record Drawings.
 - 2. Record Specifications.
 - 3. Record Product Data.
 - 4. Miscellaneous record submittals.

1.02 SUBMITTALS

- A. Record Drawings: Comply with the following:
 - 1. Number of Copies: Submit copies of record Drawings as follows:
 - a. Initial Submittal:
 - 1) Submit PDF electronic files of scanned record.
 - 2) Architect will indicate whether general scope of changes, additional information recorded, and quality of drafting are approved.
 - b. Final Submittal:
 - 1) Submit PDF electronic files of scanned record.
- B. Record Specifications: Submit annotated PDF electronic files of Project's Specifications, including addenda and contract modifications.
- C. Record Product Data: Submit annotated PDF electronic files and directories of each submittal.
- D. Miscellaneous Record Submittals: See other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Submit annotated PDF electronic files and directories of each submittal.

PART 2 PRODUCTS

2.01 ELECTRONIC PROJECT MANAGEMENT SOFTWARE

- A. Electronic File of Project Record Documents: Provide Architect with an independent electronic archive of accepted project record documents using electronic project management software as defined in Division 01 Section "Project Management and Coordination", in addition to the printed documents described elsewhere in this Section.

2.02 RECORD DRAWINGS

- A. Record Prints: Maintain one set of marked-up paper copies of the Contract Drawings and Shop Drawings, incorporating new and revised drawings as modifications are issued.
 - 1. Preparation: Mark record prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to provide information for preparation of corresponding marked-up record prints.
 - a. Give particular attention to information on concealed elements that would be difficult to identify or measure and record later.
 - b. Accurately record information in an approved drawing technique.
 - c. Record data as soon as possible after obtaining it.
 - d. Record and check the markup before enclosing concealed installations.
 - e. Cross-reference record prints to corresponding archive photographic documentation.
 - 2. Content: Types of items requiring marking include, but are not limited to, the following:
 - a. Dimensional changes to Drawings.
 - b. Revisions to details shown on Drawings.
 - c. Depths of foundations below first floor.
 - d. Locations and depths of underground utilities.
 - e. Revisions to routing of piping and conduits.
 - f. Revisions to electrical circuitry.
 - g. Actual equipment locations.
 - h. Duct size and routing.

- i. Locations of concealed internal utilities.
 - j. Changes made by Change Order or Construction Change Directive.
 - k. Changes made following Architect's written orders.
 - l. Details not on the original Contract Drawings.
 - m. Field records for variable and concealed conditions.
 - n. Record information on the Work that is shown only schematically.
3. Mark the Contract Drawings and Shop Drawings completely and accurately. Use personnel proficient at recording graphic information in production of marked-up record prints.
 4. Mark record sets with erasable, red-colored pencil. Use other colors to distinguish between changes for different categories of the Work at same location.
 5. Mark important additional information that was either shown schematically or omitted from original Drawings.
 6. Note Construction Change Directive numbers, alternate numbers, Change Order numbers, and similar identification, where applicable.

2.03 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.

2.04 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.
 1. Include record Product Data directory organized by Specification Section number and title, electronically linked to each item of record Product Data.

2.05 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.
 1. Include miscellaneous record submittals directory organized by Specification Section number and title, electronically linked to each item of miscellaneous record submittals.

PART 3 EXECUTION

3.01 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.

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- 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

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**SECTION 017900
DEMONSTRATION AND TRAINING**

PART 1 GENERAL

1.01 SUMMARY

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

1.02 SUBMITTALS

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

1.03 QUALITY ASSURANCE

- A. Instructor Qualifications: Familiar with design, operation, maintenance and troubleshooting of the relevant products and systems.
 - 1. Provide as instructors the most qualified trainer of those contractors and/or installers who actually supplied and installed the systems and equipment.
 - 2. Where a single person is not familiar with all aspects, provide specialists with necessary qualifications.
- B. Pre-construction Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to demonstration and training including, but not limited to, the following:
 - 1. Inspect and discuss locations and other facilities required for instruction.
 - 2. Review and finalize instruction schedule and verify availability of educational materials, instructors' personnel, audiovisual equipment, and facilities needed to avoid delays.
 - 3. Review required content of instruction.
 - 4. For instruction that must occur outside, review weather and forecasted weather conditions and procedures to follow if conditions are unfavorable

1.04 COORDINATION

- A. Pre-construction Conference: Conduct conference at Project site to comply with requirements in Division 01 Section "Project Management and Coordination." Review methods and procedures related to demonstration and training including, but not limited to, the following:
 - 1. Inspect and discuss locations and other facilities required for instruction.
 - 2. Review and finalize instruction schedule and verify availability of educational materials, instructors' personnel, audiovisual equipment, and facilities needed to avoid delays.
 - 3. Review required content of instruction.
- B. For instruction that must occur outside, review weather and forecasted weather conditions and procedures to follow if conditions are unfavorable. Coordinate instruction schedule with Owner's operations. Adjust schedule as required to minimize disrupting Owner's operations and to ensure availability of Owner's personnel.
- C. Coordinate instructors, including providing notification of dates, times, length of instruction time, and course content.

- D. Coordinate content of training modules with content of approved emergency, operation, and maintenance manuals.

PART 2 PRODUCTS

2.01 INSTRUCTION PROGRAM

- A. Program Structure: Develop an instruction program that includes individual training modules for each system and for equipment not part of a system, as required by individual Specification Sections.
- B. Training Modules: Develop a learning objective and teaching outline for each module. Include a description of specific skills and knowledge that participant is expected to master. For each module, include instruction for the following as applicable to the system, equipment, or component:
1. Basis of System Design, Operational Requirements, and Criteria: Include the following:
 - a. System, subsystem, and equipment descriptions.
 - b. Performance and design criteria if Contractor is delegated design responsibility.
 - c. Operating standards.
 - d. Regulatory requirements.
 - e. Equipment function.
 - f. Operating characteristics.
 - g. Limiting conditions.
 - h. Performance curves.
 2. Documentation: Review the following items in detail:
 - a. Emergency manuals.
 - b. Operations manuals.
 - c. Maintenance manuals.
 - d. Project record documents.
 - e. Identification systems.
 - f. Warranties and bonds.
 - g. Maintenance service agreements and similar continuing commitments.
 3. Emergencies: Include the following, as applicable:
 - a. Instructions on meaning of warnings, trouble indications, and error messages.
 - b. Instructions on stopping.
 - c. Shutdown instructions for each type of emergency.
 - d. Operating instructions for conditions outside of normal operating limits.
 - e. Sequences for electric or electronic systems.
 - f. Special operating instructions and procedures.
 4. Operations: Include the following, as applicable:
 - a. Startup procedures.
 - b. Equipment or system break-in procedures.
 - c. Routine and normal operating instructions.
 - d. Regulation and control procedures.
 - e. Control sequences.
 - f. Safety procedures.
 - g. Instructions on stopping.
 - h. Normal shutdown instructions.
 - i. Operating procedures for emergencies.
 - j. Operating procedures for system, subsystem, or equipment failure.
 - k. Seasonal and weekend operating instructions.
 - l. Required sequences for electric or electronic systems.
 - m. Special operating instructions and procedures.
 5. Adjustments: Include the following:
 - a. Alignments.
 - b. Checking adjustments.
 - c. Noise and vibration adjustments.
 - d. Economy and efficiency adjustments.
 6. Troubleshooting: Include the following:
 - a. Diagnostic instructions.

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- b. Test and inspection procedures.
- 7. Maintenance: Include the following:
 - a. Inspection procedures.
 - b. Types of cleaning agents to be used and methods of cleaning.
 - c. List of cleaning agents and methods of cleaning detrimental to product.
 - d. Procedures for routine cleaning
 - e. Procedures for preventive maintenance.
 - f. Procedures for routine maintenance.
 - g. Instruction on use of special tools.
- 8. Repairs: Include the following:
- 9. Diagnosis instructions.
 - a. Repair instructions.
 - b. Disassembly; component removal, repair, and replacement; and reassembly instructions.
 - c. Instructions for identifying parts and components.
- 10. Review of spare parts needed for operation and maintenance.

PART 3 EXECUTION

3.01 PREPARATION

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

3.02 INSTRUCTION

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

END OF SECTION 017900

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**SECTION 019113
GENERAL COMMISSIONING REQUIREMENTS**

PART 1 GENERAL

1.01 RELATED DOCUMENTS

- A. OPR and BOD documentation are included by reference for information only.

1.02 SUMMARY

- A. Section includes general requirements that apply to implementation of commissioning without regard to specific systems, assemblies, or components.

1.03 DEFINITIONS

- A. BOD: Basis of Design. A document that records concepts, calculations, decisions, and product selections used to meet the OPR and to satisfy applicable regulatory requirements, standards, and guidelines. The document includes both narrative descriptions and lists of individual items that support the design process.
- B. Commissioning Plan: A document that outlines the organization, schedule, allocation of resources, and documentation requirements of the commissioning process.
- C. CXA: Commissioning Authority.
- D. OPR: Owner's Project Requirements. A document that details the functional requirements of a project and the expectations of how it will be used and operated. These include Project goals, measurable performance criteria, cost considerations, benchmarks, success criteria, and supporting information.
- E. Systems, Subsystems, Equipment, and Components: Where these terms are used together or separately, they shall mean "as-built" systems, subsystems, equipment, and components.

1.04 COMMISSIONING TEAM

- A. Members Appointed by Contractor(s): Individuals, each having the authority to act on behalf of the entity he or she represents, explicitly organized to implement the commissioning process through coordinated action. The commissioning team shall consist of, but not be limited to, representatives of Contractor, including Project superintendent and subcontractors, installers, suppliers, and specialists deemed appropriate by the CXA.
- B. Members Appointed by Owner:
 - 1. CXA: The designated person, company, or entity that plans, schedules, and coordinates the commissioning team to implement the commissioning process. Owner will engage the CXA under a separate contract.
 - 2. Representatives of the facility user and operation and maintenance personnel.
 - 3. Architect and engineering design professionals.

1.05 OWNER'S RESPONSIBILITIES

- A. Provide the OPR documentation to the CXA and Contractor for information and use.
- B. Assign operation and maintenance personnel and schedule them to participate in commissioning team activities.
- C. Provide the BOD documentation, prepared by Architect and approved by Owner, to the CXA and Contractor for use in developing the commissioning plan, systems manual, and operation and maintenance training plan.

1.06 CONTRACTOR'S RESPONSIBILITIES

- A. Contractor shall assign representatives with expertise and authority to act on its behalf and shall schedule them to participate in and perform commissioning process activities including, but not limited to, the following:
 - 1. Evaluate performance deficiencies identified in test reports and, in collaboration with entity responsible for system and equipment installation, recommend corrective action.
 - 2. Cooperate with the CXA for resolution of issues recorded in the Issues Log.
 - 3. Attend commissioning team meetings held as follows:
 - a. Biweekly.
 - 4. Integrate and coordinate commissioning process activities with construction schedule.
 - 5. Review and accept construction checklists provided by the CXA.

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6. Complete construction checklists as Work is completed and provide to the Commissioning Authority as follows:
 - a. Format:
 - 1) Electronic.
 - b. Submit:
 - 1) Weekly.
7. Review and accept commissioning process test procedures provided by the Commissioning Authority.
8. Complete commissioning process test procedures.

1.07 CXA'S RESPONSIBILITIES

- A. Organize and lead the commissioning team.
- B. Provide commissioning plan.
- C. Convene commissioning team meetings.
- D. Provide Project-specific construction checklists and commissioning process test procedures.
- E. Verify the execution of commissioning process activities using random sampling. The sampling rate may vary from 1 to 100 percent. Verification will include, but is not limited to, equipment submittals, construction checklists, training, operating and maintenance data, tests, and test reports to verify compliance with the OPR. When a random sample does not meet the requirement, the CXA will report the failure in the Issues Log.
- F. Prepare and maintain the Issues Log.
- G. Prepare and maintain completed construction checklist log.
- H. Witness systems, assemblies, equipment, and component startup.
- I. Compile test data, inspection reports, and certificates; include them in the systems manual and commissioning process report.

PART 2 PRODUCTS - NOT USED

PART 3 EXECUTION - NOT USED

END OF SECTION 019113

**SECTION 024100
DEMOLITION**

PART 1 GENERAL

1.01 SECTION INCLUDES

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

1.02 RELATED REQUIREMENTS

- A. Section 011000 - Summary: Limitations on Contractor's use of site and premises.
- B. Section 015000 - Temporary Facilities and Controls: Security, protective barriers, and waste removal.
- C. Section 017000 - Execution and Closeout Requirements
- D. Section 017419 - Construction Waste Management and Disposal: Limitations on disposal of removed materials; requirements for recycling.

1.03 SUBMITTALS

- A. See Section 013000 - Administrative Requirements, for submittal procedures.
- B. Demolition Plan: Submit demolition plan as specified by OSHA and local authorities.
 - 1. Indicate extent of demolition, removal sequence, bracing and shoring, and location and construction of barricades and fences.
 - 2. Identify demolition firm and submit qualifications.
- C. Project Record Documents: Accurately record actual locations of capped and active utilities and subsurface construction.

1.04 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: Company specializing in the type of work required.
 - 1. Minimum of five years of documented experience in a licenced facility

PART 2 PRODUCTS -- NOT USED

PART 3 EXECUTION

3.01 SCOPE

- A. Refer to Drawings for extent of Work.

3.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

- A. Comply with other requirements specified in Section 017000.
- B. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
 - 1. Obtain required permits.
 - 2. Comply with applicable requirements of NFPA 241.
 - 3. Comply with IRCA guidelines and plan provided by owner.
 - 4. Provide, erect, and maintain temporary barriers and security devices.
 - 5. Use physical barriers to prevent access to areas that could be hazardous to workers or the public.
 - 6. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
 - 7. Do not close or obstruct roadways or sidewalks without permit.
 - 8. Conduct operations to minimize obstruction of public and private entrances and exits; do not obstruct required exits at any time; protect persons using entrances and exits from removal operations.
 - 9. Obtain written permission from owners of adjacent properties when demolition equipment will traverse, infringe upon or limit access to their property.
- C. Do not begin removal until receipt of notification to proceed from Owner.
- D. Protect existing structures and other elements that are not to be removed.
 - 1. Provide bracing and shoring.
 - 2. Prevent movement or settlement of adjacent structures.
 - 3. Stop work immediately if adjacent structures appear to be in danger.

- E. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury.
- F. Perform demolition in a manner that maximizes salvage and recycling of materials.
 - 1. Dismantle existing construction and separate materials.

3.03 SELECTIVE DEMOLITION FOR ALTERATIONS

- A. Drawings showing existing construction and utilities are based on casual field observation and existing record documents only.
 - 1. Verify that construction and utility arrangements are as indicated.
 - 2. Report discrepancies to Architect before disturbing existing installation.
 - 3. Beginning of demolition work constitutes acceptance of existing conditions that would be apparent upon examination prior to starting demolition.
- B. Separate areas in which demolition is being conducted from other areas that are still occupied.
 - 1. Provide, erect, and maintain temporary dustproof partitions of construction indicated on drawings..
 - 2. Provide sound retardant partitions of construction indicated on drawings in locations indicated on drawings.
- C. Remove existing work as indicated and as required to accomplish new work.
 - 1. Remove rotted wood, corroded metals, and deteriorated masonry and concrete; replace with new construction specified.
 - 2. Remove items indicated on drawings.
- D. Services (Including but not limited to HVAC, Plumbing, Fire Protection, Electrical, Telecommunications, and Paging System.): Remove existing systems and equipment as indicated.
 - 1. Maintain existing active systems that are to remain in operation; maintain access to equipment and operational components.
 - 2. Where existing active systems serve occupied facilities but are to be replaced with new services, maintain existing systems in service until new systems are complete and ready for service.
 - 3. Verify that abandoned services serve only abandoned facilities before removal.
 - 4. Remove abandoned pipe, ducts, conduits, and equipment, including those above accessible ceilings; remove back to source of supply where possible, otherwise cap stub and tag with identification.
- E. Protect existing work to remain.
 - 1. Prevent movement of structure; provide shoring and bracing if necessary.
 - 2. Perform cutting to accomplish removals neatly and as specified for cutting new work.
 - 3. Repair adjacent construction and finishes damaged during removal work.
 - 4. Patch as specified for patching new work.

3.04 DEBRIS AND WASTE REMOVAL

- A. Remove debris, junk, and trash from site.
- B. Remove from site all materials not to be reused on site; do not burn or bury.
- C. Leave site in clean condition, ready for subsequent work.

END OF SECTION 024100

**SECTION 055000
METAL FABRICATIONS**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Shop fabricated steel and aluminum items.

1.02 RELATED REQUIREMENTS

- A. Section 099123 - Interior Painting: Paint finish.

1.03 SUBMITTALS

- A. See Section 013000 - Administrative Requirements, for submittal procedures.
- B. Shop Drawings: Indicate profiles, sizes, connection attachments, reinforcing, anchorage, size and type of fasteners, and accessories. Include erection drawings, elevations, and details where applicable.
 - 1. Indicate welded connections using standard AWS A2.4 welding symbols. Indicate net weld lengths.
- C. Welders' Qualification Statement: Welders' certificates in accordance with AWS B2.1/B2.1M and dated no more than 12 months before start of scheduled welding work.
- D. Fabricator's Qualification Statement: Provide documentation showing steel fabricator is accredited under IAS AC172.

1.04 QUALITY ASSURANCE

- A. Design structural components under direct supervision of a Professional Structural Engineer experienced in design of this work and licensed in the State in which the Project is located.
- B. Welder Qualifications: Welding processes and welding operators qualified in accordance with AWS D1.1/D1.1M and AWS D1.2/D1.2M and dated no more than 12 months before start of scheduled welding work.
- C. Fabricator Qualifications: A qualified steel fabricator that is accredited by IAS AC172.

PART 2 PRODUCTS

2.01 MATERIALS - STEEL

- A. Steel Sections: ASTM A36/A36M.
- B. Steel Tubing: ASTM A501/A501M hot-formed structural tubing.
- C. Plates: ASTM A283/A283M.
- D. Mechanical Fasteners: Same material as or compatible with materials being fastened; type consistent with design and specified quality level.
- E. Bolts, Nuts, and Washers: ASTM F3125/F3125M, Type 1, plain.
- F. Welding Materials: AWS D1.1/D1.1M; type required for materials being welded.
- G. Shop and Touch-Up Primer: SSPC-Paint 15, complying with VOC limitations of authorities having jurisdiction.

2.02 FABRICATION

- A. Fit and shop assemble items in largest practical sections, for delivery to site.
- B. Fabricate items with joints tightly fitted and secured.
- C. Continuously seal joined members by intermittent welds and plastic filler.
- D. Grind exposed joints flush and smooth with adjacent finish surface. Make exposed joints butt tight, flush, and hairline. Ease exposed edges to small uniform radius.
- E. Exposed Mechanical Fastenings: Flush countersunk screws or bolts; unobtrusively located; consistent with design of component, except where specifically noted otherwise.
- F. Supply components required for anchorage of fabrications. Fabricate anchors and related components of same material and finish as fabrication, except where specifically noted otherwise.

2.03 FINISHES - STEEL

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

2.04 FABRICATION TOLERANCES

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

PART 3 EXECUTION

3.01 EXAMINATION

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

3.02 PREPARATION

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

3.03 INSTALLATION

- A. Install items plumb and level, accurately fitted, free from distortion or defects.
- B. Provide for erection loads, and for sufficient temporary bracing to maintain true alignment until completion of erection and installation of permanent attachments.
- C. Field weld components as indicated on drawings.
- D. Perform field welding in accordance with AWS D1.1/D1.1M.
- E. Obtain approval prior to site cutting or making adjustments not scheduled.
- F. After erection, prime welds, abrasions, and surfaces not shop primed, except surfaces to be in contact with concrete.

3.04 TOLERANCES

- A. Maximum Variation From Plumb: 1/4 inch (6 mm) per story, non-cumulative.
- B. Maximum Offset From True Alignment: 1/4 inch (6 mm).
- C. Maximum Out-of-Position: 1/4 inch (6 mm).

END OF SECTION 055000

**SECTION 079200
JOINT SEALANTS**

PART 1 GENERAL

1.01 SECTION INCLUDES

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

1.02 RELATED REQUIREMENTS

- A. Section 078400 - Firestopping: Firestopping sealants.
- B. Section 087100 - Door Hardware: Setting exterior door thresholds in sealant.
- C. Section 092116 - Gypsum Board Assemblies: Sealing acoustical and sound-rated walls and ceilings.
- D. Section 233100 - HVAC Ducts and Casings: Duct sealants.

1.03 SUBMITTALS

- A. See Section 013000 - Administrative Requirements for submittal procedures.
- B. Product Data for Sealants: Submit manufacturer's technical data sheets for each product to be used, that includes the following.
 - 1. Physical characteristics, including movement capability, VOC content, hardness, cure time, and color availability.
 - 2. List of backing materials approved for use with the specific product.
 - 3. Substrates that product is known to satisfactorily adhere to and with which it is compatible.
 - 4. Substrates the product should not be used on.
 - 5. Substrates for which use of primer is required.
 - 6. Installation instructions, including precautions, limitations, and recommended backing materials and tools.
 - 7. Sample product warranty.
 - 8. Certification by manufacturer indicating that product complies with specification requirements.
- C. Product Data for Accessory Products: Submit manufacturer's technical data sheet for each product to be used, including physical characteristics, installation instructions, and recommended tools.
- D. Samples for Initial Selection: Manufacturer's color charts consisting of strips of cured sealants showing the full range of colors available for each product exposed to view.
- E. Samples for Verification: Where custom sealant color is specified, obtain directions from Architect and submit at least two physical samples for verification of color of each required sealant.
- F. Manufacturer's qualification statement.
- G. Installer's qualification statement.
- H. Correlate test reports below with testing requirements in "Quality Assurance" Article, or delete if no test reports are required for Project.
- I. Warranties: Special warranties specified in this Section.

1.04 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing the products specified in this section with minimum three years documented experience.
- B. Installer Qualifications: Company specializing in performing the work of this section and with at least three years of documented experience.
- C. Installation Plan: Include schedule of sealed joints, including the following.
 - 1. Joint width indicated in Contract Documents.
 - 2. Joint depth indicated in Contract Documents; to face of backing material at centerline of joint.
 - 3. Method to be used to protect adjacent surfaces from sealant droppings and smears, with acknowledgement that some surfaces cannot be cleaned to like-new condition

and therefore prevention is imperative.

4. Approximate date of installation, for evaluation of thermal movement influence.

1.05 PROJECT CONDITIONS

- A. Do not proceed with installation of joint sealants under the following conditions:
 1. When ambient and substrate temperature conditions are outside limits permitted by joint-sealant manufacturer or are below 40 deg F
 2. When joint substrates are wet.
 3. Where joint widths are less than those allowed by joint-sealant manufacturer for applications indicated.
 4. Contaminants capable of interfering with adhesion have not yet been removed from joint substrates.

1.06 WARRANTY

- A. See Section 017800 - Closeout Submittals for additional warranty requirements.
- B. Special Installer's Warranty: Installer's standard form in which Installer agrees to repair or replace elastomeric joint sealants that do not comply with performance and other requirements specified in this Section within specified warranty period.
 1. Warranty Period: Two years from date of Substantial Completion.
- C. Special Manufacturer's Warranty: Manufacturer's standard form in which elastomeric sealant manufacturer agrees to furnish elastomeric joint sealants to repair or replace those that do not comply with performance and other requirements specified in this Section within specified warranty period.
 1. Warranty Period: 10 years from date of Substantial Completion.
- D. Special warranties specified in this Article exclude deterioration or failure of elastomeric joint sealants from the following:
 1. Movement of the structure resulting in stresses on the sealant exceeding sealant manufacturer's written specifications for sealant elongation and compression caused by structural settlement or errors attributable to design or construction.
 2. Disintegration of joint substrates from natural causes exceeding design specifications.
 3. Mechanical damage caused by individuals, tools, or other outside agents.
 4. Changes in sealant appearance caused by accumulation of dirt or other atmospheric contaminants.
- E. Correct defective work within a five year period after Date of Substantial Completion.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Non-Sag Sealants: Permits application in joints on vertical surfaces without sagging or slumping.
 1. Bostik Inc; [____]: www.bostik-us.com/#sle.
 2. Dow; [____]: www.dow.com/#sle.
 3. Hilti, Inc; [____]: www.us.hilti.com/#sle.
 4. Momentive Performance Materials, Inc (formerly GE Silicones); [____]: www.momentive.com/#sle.
 5. Pecora Corporation; [____]: www.pecora.com/#sle.
 6. Sherwin-Williams Company; [____]: www.sherwin-williams.com/#sle.
 7. Sika Corporation; [____]: www.usa.sika.com/#sle.
 8. Tremco Commercial Sealants & Waterproofing; [____]: www.tremcosealants.com/#sle.
 9. W.R. Meadows, Inc; [____]: www.wrmeadows.com/#sle.
 10. Substitutions: See Section 016000 - Product Requirements.

2.02 JOINT SEALANTS - GENERAL

- A. Compatibility: Provide joint sealants, backings, and other related materials that are compatible with one another and with joint substrates under conditions of service and application, as demonstrated by joint-sealant manufacturer, based on testing and field experience
- B. VOC Content: Sealants and sealant primers shall comply with the following:
 - 1.

2. Sealants and sealant primers for nonporous substrates shall have a VOC content of 250 g/L or less.
3. Sealants and sealant primers for porous substrates shall have a VOC content of 775 g/L or less.

C. Colors: As indicated on drawings.

2.03 NONSAG JOINT SEALANTS

- A. Type 1 - General Purpose Interior Sealant - Paintable: Acrylic emulsion latex; ASTM C834, Type OP, Grade NF single component.
 1. Color: To be selected by Architect from manufacturer's standard range.
 2. Applications: Use for:
 - a. Interior wall and ceiling control and expansion joints
 - 1) Include compatible backer rod.
 - b. Joints between exterior door and window frames and wall surfaces
 - c. Joints between interior wall surfaces and frames of interior doors, windows, louvers, elevator entrances and similar openings.
 - d. Other interior joints for which no other type of sealant is indicated.
 3. Manufacturers:
 - a. Pecora Corporation; AC-20 +Silicone: www.pecora.com/#sle.
 - b. Sherwin-Williams Company; Powerhouse Siliconized Acrylic Latex Sealant: www.sherwin-williams.com/#sle.
 - c. Tremco Commercial Sealants & Waterproofing; Tremflex 834: www.tremcosealants.com/#sle.
 - d. Substitutions: See Section 016000 - Product Requirements.
 - e.
- B. Type 2 - General Purpose Interior Sealant - Non-Paintable: Silicone Sealant; ASTM C920, Grade NS, Class 25, Uses NT, A, G, M, O; single component, solvent curing, non-sagging, non-staining, fungus resistant, non-bleeding.
 1. Color: To be selected by Architect from manufacturer's custom range, clear at hardwood trim.
 2. Applications: Use for:
 - a. General purpose interior locations.
 - b. Hardwood trim.
 3. Products:
 - a. Sika Corporation; Sikasil N Plus US.
 - b. Pecora Corporation; Pecora 898NST Sanitary Mildew Resistant Silicone Sealant.
 - c. Tremco Global Sealants; Tremsil 600.
 - d. Substitutions: See Section 01 6000 - Product Requirements.

2.04 ACCESSORIES

- A. Backer Rod: Cylindrical cellular foam rod with surface that sealant will not adhere to, compatible with specific sealant used, and recommended by backing and sealant manufacturers for specific application.
 1. Open Cell: 40 to 50 percent larger in diameter than joint width.
 2. Closed Cell and Bi-Cellular: 25 to 33 percent larger in diameter than joint width.
- B. Backing Tape: Self-adhesive polyethylene tape with surface that sealant will not adhere to and recommended by tape and sealant manufacturers for specific application.
- C. Masking Tape: Self-adhesive, nonabsorbent, non-staining, removable without adhesive residue, and compatible with surfaces adjacent to joints and sealants.
- D. Joint Cleaner: Non-corrosive and non-staining type, type recommended by sealant manufacturer; compatible with joint forming materials.
- E. Primers: Type recommended by sealant manufacturer to suit application; non-staining.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that joints are ready to receive work.
- B. Verify that backing materials are compatible with sealants.

- C. Verify that backer rods are of the correct size.

3.02 PREPARATION

- A. Remove loose materials and foreign matter that could impair adhesion of sealant.
- B. Clean joints, and prime as necessary, in accordance with manufacturer's instructions.
- C. Perform preparation in accordance with manufacturer's instructions and ASTM C1193.
- D. Mask elements and surfaces adjacent to joints from damage and disfigurement due to sealant work; be aware that sealant drips and smears may not be completely removable.

3.03 INSTALLATION

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

3.04 CLEANING

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

3.05 PROTECTION

- A. Protect joint sealants during and after curing period from contact with contaminating substances and from damage resulting from construction operations or other causes so sealants are without deterioration or damage at time of Substantial Completion. If, despite such protection, damage or deterioration occurs, cut out and remove damaged or deteriorated joint sealants immediately so installations with repaired areas are indistinguishable from original work

END OF SECTION 079200

SECTION 084243
– INTENSIVE CARE UNIT/CRITICAL CARE UNIT (ICU/CCU) ENTRANCES

PART 1 GENERAL

1.01 SUMMARY

- A. This section includes the following types of intensive care unit/critical care unit (ICU/CCU) entrance doors:
 - 1. Manually operated sliding ICU/CCU entrances.
- B. Related Sections:
 - 1. Division 7 Sections for caulking to the extent not specified in this section.
 - 2. Division 8 Section “Glazing” for materials and installation requirements of glazing for ICU/CCU entrance doors.
 - 3. Division 26 and 28 Sections for connections to access control systems and devices.

1.02 REFERENCES

- A. References: Refer to the version year adopted by the Authority Having Jurisdiction
 - 1. ICC/IBC - International Building Code.
 - 2. NFPA 70 - National Electrical Code.
 - 3. NFPA 101 - Life Safety Code.
 - 4. NFPA 105 - Installation of Smoke Door Assemblies.
- B. American Society for Testing and Materials (ASTM).
 - 1. ASTM B221 Standard Specification for Aluminum and Aluminum Alloy Extruded Bars, Rods, Wire, Profiles and Tubes.
 - 2. ASTM B209 Standard Specification for Aluminum and Aluminum Alloy Sheet and Plate.
- C. American Architectural Manufacturers Association (AAMA).
 - 1. AAMA 611 Voluntary Specification for Anodized Architectural Aluminum.
- D. National Association of Architectural Metal Manufacturers (NAAMM).
 - 1. Metal Finishes Manual for Architectural Metal Products.
- E. International Code Council (ICC).
 - 1. IBC: International Building Code.

1.03 SUBMITTALS

- A. Product Data: Manufacturer's product data sheets including installation details, material descriptions, dimensions of individual components and profiles, fabrication, operational descriptions and finishes.
- B. Shop Drawings: Submit manufacturer's shop drawings, including elevations, sections and details, indicating dimensions, materials, and fabrication of doors, frames, sidelites, operator, presence sensor, activation device, anchors, hardware, finish, options and accessories.
- C. Samples: Submit manufacturer's samples of aluminum finish.
- D. Informational Submittals: Manufacturer's product information and applicable sustainability program credits that are available to contribute towards a LEED rated project certification.
 - 1. Credit MR 4.1 and 4.2: Manufacturer's or fabricator's certificate indicating percentage of post-consumer recycled content by weight and pre-consumer recycled content by weight for each Product specified under this Section.
- E. Manufacturers Field Reports: Submit manufacturer's field reports from AAADM certified technician of inspection and approval of doors for compliance with ANSI/BHMA after completion of installation.
- F. Test Reports: Submit certified test reports from UL, indicating doors are certified to UL 1784 – Air Leakage Test of Door Assemblies.
- G. Operating and Maintenance Manuals: Provide manufacturers operating and maintenance manuals for each item comprising the complete door opening installation in quantity as required in Division 01, Closeout Submittals. The manual to include the name, address, and contact information of the manufacturers providing the entrance and their nearest service representatives. The final copies delivered after completion of the installation test to

include spare parts list.

- H. Warranties and Maintenance: Special warranties and maintenance agreements specified in this Section.

1.04 QUALITY ASSURANCE

- A. Manufacturers Qualifications: Engage qualified manufacturers with a minimum 10 years of documented experience in manufacturing of doors and equipment of similar to that indicated for this Project and that have a proven record of successful in-service performance. Manufacturer to have a company certificate issued by AAADM.
- B. Installer Qualifications: Installers, trained by the primary product manufacturers, with a minimum 5 years documented experience installing and maintenance of units similar in material, design, and extent to that indicated for this Project and whose work has resulted in construction with a record of successful in-service performance.
- C. Certified Inspector Qualifications: Certified by AAADM.
- D. Source Limitations for ICU/CCU Entrances: Obtain each type of door, frame, operator and sensor components specified in this Section from a single source, same manufacturer unless otherwise indicated.
- E. Certifications: Operators shall be certified by the manufacturer to meet performance design criteria in accordance with the following standards.
1. ANSI/BHMA A156.19 American National Standard for Power Assist and Low Energy Operated Doors.
 2. NFPA 101 - Life Safety Code.
 3. UL 325 - Standard for Door, Drapery, Gate, Louver, and Window Operators and Systems.
- F. Emergency Exit door requirements: Comply with requirements of authorities having jurisdiction for ICU/CCU entrances serving as a required means of egress.

1.05 PROJECT CONDITIONS

- A. Field Measurements: Verify actual dimensions of openings to receive ICU/CCU entrances by field measurements before fabrication and indicate on shop drawings.

1.06 COORDINATION

- A. Coordinate sizes and locations of recesses in concrete floors for recessed tracks and thresholds if applicable. Concrete work is specified in Division 03.

1.07 WARRANTY

- A. General Warranty: Reference Division 01, General Requirements. Special warranties specified in this Article shall not deprive Owner of other rights Owner may have under other provisions of the Contract Documents and shall be in addition to, and run concurrent with, other warranties made by Contractor under requirements of the Contract Documents.
- B. ICU/CCU entrances shall be free of defects in material and workmanship for a period of One (1) year from the date of substantial completion.

PART 2 PRODUCTS

2.01 MANUFACTURER

- A. Manufacturer: ASSA ABLOY Entrance Systems, 1900 Airport Road, Monroe, NC 28110. Toll Free (877) SPEC-123. Fax (704) 290- 5555 Website www.assaabloyentrance.com contact: specdesk.na.aes@assaabloy.com
1. Project Local Contact
 2. Don Schmidt
 3. 678-778-1538; don.schmidt@assaabloy.com
- B. Substitutions: Not Permitted.

2.02 INTENSIVE CARE UNIT/CRITICAL CARE UNIT (ICU/CCU) ENTRANCES

- A. Besam ASSA ABLOY VersaMax® 2.0 ICU/CCU Sliding Door Package (Basis of Design):
1. Telescopic single slide, full breakout, ICU/CCU door system.
 - a. Operation: Manually operated.
 - b. Configuration: Single slide, three equal panel unit with two operable leaves and one sidelite.

- c. Breakaway Capability: Sliding leaves and sidelite.
- d. Mounting: Overhead header installed between jambs.

2.03 ENTRANCE COMPONENTS

- A. Stile and Rail Sliding/Swing/Folding Panels and Sidelites:
 - 1. Material: Extruded Aluminum, Alloy 6063-T5 or 6063-T6.
 - 2. Door panels shall have a minimum .125 inch (3.2 mm) structural wall thickness including adjoining perimeter frames where applicable.
 - a. Aluminum extrusions shall allow for a factory installed, slide-in type gasket.
 - 3. Door construction shall be by means of an integrated corner clip with 3/8 inch diameter all-thread through bolt from each stile.
 - a. Face of door stiles shall be flush with adjacent rails and muntin.
 - 4. Glass stops shall be .062 inch (15.8 mm) wall thickness and shall provide security function as a standard by means of a fixed non-removable exterior section with glazing to be performed from the interior only.
 - 5. Vertical Stiles shall be narrow stile 2-1/8 inch (54 mm).
 - 6. Bottom Rails shall be 7 inch (178 mm).
 - 7. Glass: Glazing for Sliding/Swing/Fold Panels and Sidelite Panels shall comply with ANSI Z97.1, thickness as indicated.
 - a. Glazing: 1/4" (6 mm) tempered glass.
 - 1) Glazing Installation: Dry glazing; wet glazing not allowed.
 - (a) See Division 8 Section "Glazing" for requirements and the manufacturer instructions.
 - 2) All Glazing furnished "by others".
- B. Framing Members: Provide ICU/CCU entrances as complete assemblies. Manufacturer's standard extruded aluminum framing reinforced as required to support loads.
 - 1. Manually Operated Telescopic Entrance Vertical Jambs: 1-3/4 inches (44.5 mm) by 6 inches (152.4 mm).
- C. Header for Sliding Entrances: Closed design extruded aluminum header unit extending full width of entrance unit to conceal door carrier assemblies, and roller track, complete with smoke seals and hinged access panel for service and adjustment.
 - 1. Telescopic Entrance:
 - a. Capacity: Capable of supporting active breakout leaves up to maximum of 220 lb (100 kg) per leaf
 - b. Manually Operated, Telescopic Entrance Header Size: 6 inches (152.4 mm) wide 4-1/2 inches (114.3 mm) high.
 - 2. Gasketing: Slide-in type, replaceable pile mohair seals.
 - 3. Smoke Gasketing: Slide-in type, replaceable, smoke type gasket that is capable of withstanding 400o F for a minimum of 30 minutes.
 - 4. Header Access: Continuous hinge at top of header allows cover to swing and allow complete access to operator and internal electronic and mechanical assemblies.
 - 5. Design: Closed header when doors in closed position.

2.04 HARDWARE

- A. Hardware for Sliding Entrances: Provide manufacturer's standard hardware as required for operation indicated.
 - 1. Breakaway arms and bottom pivot assembly shall allow panels to breakout to 90 degrees. Force to breakout sliding panel adjustable to maximum 50 lbf (222 N).
 - 2. Nurse Assist magnetic catch(es) to retain breakout door and sidelite panels in the closed position.
 - 3. Gas regulated damper to control movement of breakout panels.
 - 4. Door pulls shall be provided as indicated.
 - a. Manufacturer's surface-mounted, 10" C-shaped door pull installed on both sides of active door leaves. Door pull mounting shall not decrease clear opening width.
 - 5. Guide Track/Threshold: Manufacturer's threshold as indicated.
 - a. Fixed Sidelite Entrance Guide Track: Aluminum guide track integrated in the bottom of the sidelite portion of the sliding ICU/CCU entrance.
 - 1) Guide shall allow breakout from any position except when door is latched.
 - b. Latching hardware shall be provided as indicated.

- 1) Automatic releasing/latching, concealed magnetic bolt shall allow breakout of sidelite panel(s) when sliding panel in full open position.

2.05 SLIDING ENTRANCE DOOR OPERATORS AND CONTROLS

2.06 ALUMINUM FINISHES

- A. Comply with NAAMM's "Metal Finishes Manual for Architectural and Metal Products" for recommendations for applying and designating finishes.
- B. Anodized Finish:
 1. AAMA 611, Clear, AA- M12C22A41, Class I, 0.018 mm.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Examine doors and frames, with Installer present, for compliance with requirements for installation tolerances, wall and floor construction, and other conditions affecting performance.
- B. Examine roughing-in for electrical source power to verify actual locations of wiring connections.
- C. Proceed only after such discrepancies or conflicts have been resolved.

3.02 INSTALLATION

- A. Do not install damaged components. Fit frame joints to produce hairline joints free of burrs and distortion. Rigidly secure non-movement joints.
- B. Install entrances plumb and true in alignment with established lines and grades without warp or rack of framing members and doors. Anchor securely in place.
 1. Install surface mounted hardware using concealed fasteners to greatest extent possible.
 2. Set headers, carrier assemblies, tracks, operating brackets and guides level and true to location with anchorage for permanent support.
 3. Where aluminum will contact dissimilar metals, concrete, or masonry, protect against galvanic action and corrosion.
 4. Where smoke rated intensive care unit/critical care unit (ICU/CCU) entrances are installed in smoke barriers or partitions, set framing members and header in a bed of sealant to comply with NFPA 105.
- C. Door Operators: Connect door operators to electrical power distribution system as specified in Division 26 Sections.
- D. Magnetic Hold-Open Devices: Connect magnetic hold-open devices to the building fire alarm/sprinkler system as specified in Division 26 and Division 28 Sections.
 1. Holding force not to exceed 30lbs for manual door release.
- E. Switchable Privacy Glass: Connect switchable privacy glass to electrical power distribution system as specified in Division 26 Sections.
- F. Sealants: Comply with requirements specified in division 7 Section "Joint Sealants" to provide a weather tight installation.
 1. Set thresholds, bottom guide and track systems and framing members in full bed of sealant.
 2. Seal perimeter of framing members with sealant.
- G. Signage: Apply signage on both sides of each door and sidelite as required by ANSI/BHMA A156.19 and manufacturers installation instructions.

3.03 ADJUSTING

- A. Adjust alignment of entrances and hardware for smooth, safe operation with minimum air infiltration.
- B. Adjust door operators and controls for smooth operation and in compliance with ANSI/BHMA standards.
- C. Verify installation and alignment of all entrance gasketing as required for minimum air infiltration and compliance with specified standards.

3.04 FIELD QUALITY CONTROL

- A. Before placing doors into operation, AAADM certified technician shall inspect and approve doors for compliance with ANSI standards. Certified technician shall be approved by manufacturer.

3.05 CLEANING AND PROTECTION

- A. Clean adjacent surfaces soiled by door installation.
- B. Clean glass and metal surfaces promptly after installation. Remove excess sealants, compounds, dirt and other substances. Repair damages to match original finish.

3.06 DEMONSTRATION

- A. Engage a factory-authorized representative to train Owner's maintenance personnel to adjust, operate, and maintain safe operation of the door.

END OF SECTION 084243

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**SECTION 092116
GYPSUM BOARD ASSEMBLIES**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Performance criteria for gypsum board assemblies.
- B. Metal stud wall framing.
- C. Metal channel ceiling framing.
- D. Acoustic insulation.
- E. Cementitious backing board.
- F. Gypsum wallboard.
- G. Joint treatment and accessories.
- H. Repair and prepare existing wall and ceiling for refinishing, maintain fire-rating.
- I. Transitioning between new and existing wall surfaces

1.02 RELATED REQUIREMENTS

- A. Section 07 0533 - Fire and Smoke Assembly Identification.
- B. Section 072100 - Thermal Insulation: Acoustic insulation.
- C. Section 078400 - Firestopping: Top-of-wall assemblies at fire-resistance-rated walls.
- D. Section 079200 - Joint Sealants: Sealing acoustical gaps in construction other than gypsum board or plaster work.

1.03 SUBMITTALS

- A. See Section 013000 - Administrative Requirements for submittal procedures.
- B. Shop Drawings: Indicate special details associated with fireproofing and acoustic seals.
- C. Product Data: Provide data on metal framing, gypsum board, accessories, and joint finishing system.
- D. Product Data: Provide manufacturer's data on partition head to structure connectors, showing compliance with requirements.
- E. Test Reports: For stud framing products that do not comply with ASTM C645 or ASTM C754, provide independent laboratory reports showing maximum stud heights at required spacings and deflections.

1.04 QUALITY ASSURANCE

- A. Installer Qualifications: Company specializing in performing gypsum board installation and finishing, with minimum five years of experience.
- B. Copies of Documents at Site: Maintain at the project site a copy of each referenced document that prescribes execution requirements.

1.05 MOCKUPS

- A. Mockups: Build mockups of at least 100 sq. ft. (9 sq. m) in surface area to demonstrate aesthetic effects and to set quality standards for materials and execution.
 - 1. Build mockups for the following:
 - 2. Each level of gypsum board finish indicated for use in exposed locations.
 - 3. Simulate finished lighting conditions for review of mockups.
 - 4. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.06 DELIVERY, STORAGE, AND HANDLING

- A. Store materials inside under cover and keep them dry and protected against weather, condensation, direct sunlight, construction traffic, and other potential causes of damage. Stack panels flat and supported on risers on a flat platform to prevent sagging.

1.07 FIELD CONDITIONS

- A. Environmental Limitations: Comply with ASTM C 840 requirements or gypsum board manufacturer's written instructions, whichever are more stringent.

- B. Do not install paper-faced gypsum panels until installation areas are enclosed and conditioned.
- C. Do not install panels that are wet, moisture damaged, and mold damaged.
 - 1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 - 2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

PART 2 PRODUCTS

2.01 METAL FRAMING MATERIALS

- A. Manufacturers - Metal Framing, Connectors, and Accessories:
 - 1. Clarkwestern Dietrich Building Systems LLC: www.clarkdietrich.com.
 - 2. Marino; [____]: www.marinoware.com/#sle.
 - 3. Phillips Manufacturing Co; [____]: www.phillipsmfg.com/#sle.
 - 4. SCAFCO Corporation; [____]: www.scafco.com/#sle.
 - 5. Cemco Steel: www.cemcosteel.com.
 - 6. Substitutions: See Section 016000 - Product Requirements.
- B. Non-structural Framing System Components: ASTM C645; galvanized sheet steel, of size and properties necessary to comply with ASTM C754 for the spacing indicated, with maximum deflection of wall framing of L/120 at 5 psf (L/120 at 240 Pa).
 - 1. Studs: C-shaped with knurled or embossed faces.
 - 2. Runners: U shaped, sized to match studs.
 - 3. Ceiling Channels: C-shaped.
 - 4. Furring Members: Hat-shaped sections, minimum depth of 7/8 inch (22 mm).
 - 5. Resilient Furring Channels: Single or double leg configuration; 1/2 inch (12 mm) channel depth.
 - 6. Channel Bridging and Bracing: U-Channel Assembly; Base metal thickness of 0.0538 inch (1.37 mm) and minimum 1/2 inch (12.7 mm) wide flanges.
 - 7. Flat Strap and Backing Plate: Sheet for blocking and bracing in length and width indicated:
 - a. Galvanized sheet steel.
- C. Partition Head To Structure Connections: Provide track fastened to structure with legs of sufficient length to accommodate deflection, for friction fit of studs cut short and fastened as indicated on drawings.

2.02 CEILING SUSPENSION SYSTEMS

- A. Seismic Performance: Suspended ceilings shall withstand the effects of earthquake motions determined according to ASCE/SEI 7 and design criteria indicated.
- B. Tie Wire: ASTM A 641/A 641M, Class 1 zinc coating, soft temper, 0.062-inch-diameter wire, or double strand of 0.048-inch-diameter wire.
- C. Hanger Attachments to Concrete:
 - 1. Anchors: Fabricated from corrosion-resistant materials with holes or loops for attaching wire hangers and capable of sustaining, without failure, a load equal to 5 times that imposed by construction as determined by testing according to ASTM E 488 by an independent testing agency.
 - a. Type: Postinstalled, chemical anchor.
 - 2. Powder-Actuated Fasteners: Suitable for application indicated, fabricated from corrosion-resistant materials with clips or other devices for attaching hangers of type indicated, and capable of sustaining, without failure, a load equal to 10 times that imposed by construction as determined by testing according to ASTM E 1190 by an independent testing agency.
- D. Wire Hangers: ASTM A 641/A 641M, Class 1 zinc coating, soft temper, 0.16 inch in diameter.
- E. Resilient Isolation Hanger: Hanger to support suspended ceiling systems.
 - 1. Mount: Rubber.
 - 2. Galvanized wire hanger.
 - 3. Products:

- a. PAC International, Inc; RSIC-WHI: www.pac-intl.com.
 - b. Substitutions: See Section 01 6000 - Product Requirements.
- F. Flat Hangers: Steel sheet, 1 by 3/16 inch (25 by 5 mm) by length indicated.
- G. Carrying Channels: Cold-rolled, commercial-steel sheet with a base-metal thickness of 0.053 inch (1.34 mm) and minimum 1/2-inch (13-mm) wide flanges.
- 1. Depth: 2-1/2 inches (64 mm).
- H. Furring Channels (Furring Members):
- 1. Cold-Rolled Channels: 0.053-inch (1.34-mm) uncoated-steel thickness, with minimum 1/2-inch- (13-mm-) wide flanges, 3/4 inch (19 mm) deep.
 - 2. Steel Studs and Runners: ASTM C 645.
 - a. Minimum Base-Metal Thickness: 0.033 inch (0.84 mm).
 - b. Depth: as required.
- I. Grid Suspension System for Gypsum Board Ceilings: ASTM C 645, direct-hung system composed of main beams and cross-furring members that interlock.
- 1. Products:
 - a. Armstrong World Industries, Inc: www.armstrong.com.
 - b. Chicago Metallic Corporation: www.rockfon.com.
 - c. USG Interiors, Inc.: www.usg.com.
- J. Substitutions: See Section 01 6000 - Product Requirements

2.03 BOARD MATERIALS

- A. Manufacturers - Gypsum-Based Board:
- 1. American Gypsum Company; [____]: www.americangypsum.com/#sle.
 - 2. CertainTeed Corporation; [____]: www.certainteed.com/#sle.
 - 3. Georgia-Pacific Gypsum; [____]: www.gpgypsum.com/#sle.
 - 4. National Gypsum Company; [____]: www.nationalgypsum.com/#sle.
 - 5. USG Corporation; [____]: www.usg.com/#sle.
- B. Gypsum Wallboard: Paper-faced gypsum panels as defined in ASTM C1396/C1396M; sizes to minimize joints in place; ends square cut.
- 1. Application: Use for vertical surfaces and ceilings, unless otherwise indicated.
 - 2. At Assemblies Indicated with Fire-Resistance Rating: Use type required by indicated tested assembly; if no tested assembly is indicated, use Type X board, UL or WH listed.
 - 3. Thickness:
 - a. Vertical Surfaces: 5/8 inch (16 mm).
 - b. Ceilings: 5/8 inch (16 mm).
 - c. Multi-Layer Assemblies: Thicknesses as indicated on drawings.
 - 4. Paper-Faced Products:
 - a. American Gypsum Company; LightRoc Gypsum Wallboard: www.americangypsum.com/#sle.
 - b. CertainTeed Corporation; Type X Drywall: www.certainteed.com/#sle.
 - c. Georgia-Pacific Gypsum; ToughRock: www.gpgypsum.com/#sle.
 - d. USG Corporation; USG Sheetrock Brand Firecode X Panels: www.usg.com/#sle.
 - e. Substitutions: See Section 016000 - Product Requirements.
- C. Backing Board For Non-Wet Areas: Water-resistant gypsum backing board as defined in ASTM C1396/C1396M; sizes to minimum joints in place; ends square cut.
- 1. Application: Vertical surfaces behind thinset tile, except in wet areas.
 - 2. Type X Thickness: 5/8 inch (16 mm).
 - 3. Edges: Tapered.
 - 4. Products:
 - a. American Gypsum Company; M-Bloc: www.americangypsum.com/#sle.
 - b. CertainTeed Corporation; Type X Drywall.
 - c. Georgia-Pacific Gypsum; ToughRock Mold-Guard Gypsum Board: www.gpgypsum.com/#sle.
 - d. USG Corporation; USG Sheetrock Brand Firecode X Panels.

2.04 GYPSUM WALLBOARD ACCESSORIES

- A. Sound-Acoustic Blankets: ASTM C665 Type I; preformed glass fiber, friction fit type, unfaced.
 - 1. Fire-Resistance-Rated Assemblies: Comply with mineral-fiber requirements of assembly.
 - 2. Thickness: As indicated on drawings.
- B. Sound Isolation Tape: Elastomeric foam tape for sound decoupling.
 - 1. Surface Burning Characteristics: Provide assemblies with flame spread index of 75 or less and smoke developed index of 450 or less, when tested in accordance with ASTM E84.
 - 2. Tape Thickness: 1/4 inch (6 mm).
- C. Acoustic Sealant: Manufacturer's standard nonsag, paintable, nonstaining latex sealant complying with ASTM C 834. Product effectively reduces airborne sound transmission through perimeter joints and openings in building construction as demonstrated by testing representative assemblies according to ASTM E 90.
 - 1. Sealant bead between top stud runner and structure and between bottom stud track and floor.
 - 2. Sealant at electrical box cutouts, and all abutting dissimilar materials on both sides of partitions.
 - 3. Sealant shall have a VOC content of 250 g/L or less.
 - 4. Products: Subject to compliance with requirements, provide one of the following:
 - a. Accumetric LLC; BOSS 824 Acoustical Sound Sealant.
 - b. Grabber Construction Products; Acoustical Sealant GSC.
 - c. Hilti, Inc; CP 506 Smoke and Acoustical Sealant.
 - d. Pecora Corporation; AC-20 FTR or AIS-919.
 - e. Specified Technologies, Inc; Smoke N Sound Acoustical Sealant.
 - f. United States Gypsum Company; SHEETROCK Acoustical Sealant.
- D. Finishing Accessories: ASTM C1047, galvanized steel sheet ASTM A924/A924M G90, unless noted otherwise.
 - 1. General types: As detailed or required for finished appearance.
 - 2. Special Shapes:
 - a. Cornerbead.
 - b. Bullnose bead.
 - c. LC-Bead: J-shaped; exposed long flange receives joint compound.
 - d. L-Bead: L-shaped; exposed long flange receives joint compound.
 - e. U-Bead: J-shaped; exposed short flange does not receive joint compound.
 - f. Expansion (control) joint.
 - 3. Products:
 - a. Same manufacturer as framing materials.
 - b. Phillips Manufacturing Co; [_____]: www.phillipsmfg.com/#sle.
 - c. USG: www.usg.com.
 - d. Fry Reglet Corporation: www.fryreglet.com.
 - e. Substitutions: See Section 016000 - Product Requirements.
- E. High Build Drywall Surfer: Vinyl acrylic latex-based coating for spray application, designed to take the place of skim coating and separate paint primer in achieving Level 5 finish.
- F. Screws for Fastening of Gypsum Panel Products to Cold-Formed Steel Studs Less than 0.033 inches (0.84 mm) in Thickness and Wood Members: ASTM C1002; self-piercing tapping screws, corrosion-resistant.
- G. Anchorage to Substrate: Tie wire, nails, screws, and other metal supports, of type and size to suit application; to rigidly secure materials in place.

2.05 JOINT TREATMENT MATERIALS

- A. General: Comply with ASTM C475/C475M.
- B. Joint Tape:
 - 1. Interior Gypsum Board: Paper.
 - 2. Tile Backing Panels: As recommended by panel manufacturer.

- C. CJoint Compound for Interior Gypsum Board: For each coat, use formulation that is compatible with other compounds applied on previous or for successive coats.
 - 1. Prefilling: At open joints, rounded or beveled panel edges, and damaged surface areas, use setting-type taping compound.
 - 2. Embedding and First Coat: For embedding tape and first coat on joints, fasteners, and trim flanges, use drying-type, all-purpose compound.
 - a. Use setting-type compound for installing paper-faced metal trim accessories.
 - 3. Fill Coat: For second coat, use drying-type, all-purpose compound.
 - 4. Finish Coat: For third coat, use drying-type, all-purpose compound.
- D. Joint Compound for Tile Backing Panels:
 - 1. Glass-Mat, Water-Resistant Backing Panel: As recommended by backing panel manufacturer.
 - 2. Water-Resistant Gypsum Backing Board: Use setting-type taping compound and setting-type, sandable topping compound.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that project conditions are appropriate for work of this section to commence.

3.02 FRAMING INSTALLATION

- A. Metal Framing: Install in accordance with ASTM C754 and manufacturer's instructions.
- B. Suspended Ceilings and Soffits: Space framing and furring members as indicated.
 - 1. Laterally brace entire suspension system.
- C. Studs: Space studs at 16 inches on center (at 406 mm on center).
 - 1. Extend partition framing to structure where indicated and to ceiling in other locations.
 - 2. Partitions Terminating at Ceiling: Attach ceiling runner securely to ceiling track in accordance with manufacturer's instructions.
 - 3. Partitions Terminating at Structure: Attach extended leg top runner to structure, maintain clearance between top of studs and structure, and brace both flanges of studs with continuous bridging.
- D. Acoustic Furring: Install resilient channels at maximum 24 inches (600 mm) on center. Locate joints over framing members.
- E. Furring for Fire-Resistance Ratings: Install as required for fire-resistance ratings indicated and to GA-600 requirements.
- F. Blocking: Install wood blocking for support of:
 - 1. Framed openings.
 - 2. Wall-mounted cabinets.
 - 3. Plumbing fixtures.
 - 4. Toilet accessories.
 - 5. Wall-mounted door hardware.

3.03 INSTALLING SUSPENSION SYSTEMS

- A. Install suspension system components in sizes and spacings indicated on Drawings, but not less than those required by referenced installation standards for assembly types and other assembly components indicated.
- B. Isolate suspension systems from building structure where they abut or are penetrated by building structure to prevent transfer of loading imposed by structural movement.
- C. Suspend hangers from building structure as follows:
 - 1. Install hangers plumb and free from contact with insulation or other objects within ceiling plenum that are not part of supporting structural or suspension system.
 - a. Splay hangers only where required to miss obstructions and offset resulting horizontal forces by bracing, countersplaying, or other equally effective means.
 - 2. Where width of ducts and other construction within ceiling plenum produces hanger spacings that interfere with locations of hangers required to support standard suspension system members, install supplemental suspension members and hangers in the form of trapezes or equivalent devices.

- a. Size supplemental suspension members and hangers to support ceiling loads within performance limits established by referenced installation standards.
 3. Wire Hangers: Secure by looping and wire tying, either directly to structures or to inserts, eye screws, or other devices and fasteners that are secure and appropriate for substrate, and in a manner that will not cause hangers to deteriorate or otherwise fail.
 4. Flat Hangers: Secure to structure, including intermediate framing members, by attaching to inserts, eye screws, or other devices and fasteners that are secure and appropriate for structure and hanger, and in a manner that will not cause hangers to deteriorate or otherwise fail.
 5. Do not attach hangers to permanent metal forms. Furnish cast-in-place hanger inserts that extend through forms.
 6. Do not attach hangers to rolled-in hanger tabs of composite steel floor deck.
 7. Do not connect or suspend steel framing from ducts, pipes, or conduit.
- D. Seismic Bracing: Sway-brace suspension systems, refer to drawings and applicable codes.
- E. Grid Suspension Systems: Attach perimeter wall track or angle where grid suspension systems meet vertical surfaces. Mechanically join main beam and cross-furring members to each other and butt-cut to fit into wall track.
- F. Installation Tolerances: Install suspension systems that are level to within 1/8 inch in 12 feet measured lengthwise on each member that will receive finishes and transversely between parallel members that will receive finishes.

3.04 ACOUSTIC ACCESSORIES INSTALLATION

- A. Acoustic Insulation: Place tightly within spaces, around cut openings, behind and around electrical and mechanical items within partitions, and tight to items passing through partitions.
- B. Sound Isolation Tape: Apply to vertical studs and top and bottom tracks/runners in accordance with manufacturer's instructions.
- C. Acoustic Sealant: Install in accordance with manufacturer's instructions.
1. Place one bead continuously on substrate before installation of perimeter framing members.
 2. Place continuous bead at perimeter of each layer of gypsum board.
 3. Seal around all penetrations by conduit, pipe, ducts, and rough-in boxes, except where firestopping is provided.

3.05 BOARD INSTALLATION

- A. Comply with ASTM C840, GA-216, and manufacturer's instructions. Install to minimize butt end joints, especially in highly visible locations.

3.06 INSTALLATION OF TRIM AND ACCESSORIES

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

3.07 JOINT TREATMENT

- A. Paper Faced Gypsum Board: Use paper joint tape, embed with drying type joint compound and finish with drying type joint compound.
- B. Finish gypsum board in accordance with levels defined in ASTM C840, as follows:
1. Level 5: Walls and ceilings to receive semi-gloss or gloss paint finish and other areas specifically indicated.
 2. Level 2: In utility areas, behind cabinetry, and on backing board to receive tile finish.
 3. Level 1: Fire-resistance-rated wall areas above finished ceilings, whether or not accessible in the completed construction.
- C. Tape, fill, and sand exposed joints, edges, and corners to produce smooth surface ready to receive finishes.
1. Feather coats of joint compound so that camber is maximum 1/32 inch (0.8 mm).

- D. Where Level 5 finish is indicated, spray apply high build drywall surfacer over entire surface after joints have been properly treated; achieve a flat and tool mark-free finish.
- E. Fill and finish joints and corners of cementitious backing board as recommended by manufacturer.

3.08 TOLERANCES

3.09 WORKMANSHIP

- A. Holes for electrical outlets and for other purposes shall be accurately sized to fit. Any holes not able to be covered because of faulty cutting and workmanship shall be repaired to the satisfaction of the Architect.
- B. Any rough joints, popped screws, poor application, or finish shall be repaired before any painting is performed.
- C. Inspection of work with painter and Architect will be done after work is assumed completed in order to make any changes or corrections in the Work or material.

3.10 PROTECTION

- A. Protect installed products from damage from weather, condensation, direct sunlight, construction, and other causes during remainder of the construction period.
- B. Remove and replace panels that are wet, moisture damaged, and mold damaged.
 - 1. Indications that panels are wet or moisture damaged include, but are not limited to, discoloration, sagging, or irregular shape.
 - 2. Indications that panels are mold damaged include, but are not limited to, fuzzy or splotchy surface contamination and discoloration.

END OF SECTION 092116

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**SECTION 096500
RESILIENT FLOORING**

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Resilient sheet flooring.
- B. Resilient base.
- C. Installation accessories.

1.02 SUBMITTALS

- A. See Section 013000 - Administrative Requirements, for submittal procedures.
- B. Product Data: Provide data on specified products, describing physical and performance characteristics; including sizes, patterns and colors available; and installation instructions.
- C. Shop Drawings: Indicate seaming plans and floor patterns.
- D. Selection Samples: Submit manufacturer's complete set of color samples for Architect's initial selection.
- E. Verification Samples: Submit two samples, 12 by 12 inch (305 by 305 mm) in size or full piece to illustrating color and pattern for each resilient flooring product specified.
- F. Concrete Subfloor Test Report: Submit a copy of the moisture and alkalinity (pH) test reports.
- G. Certification: Prior to installation of flooring, submit written certification by flooring manufacturer and adhesive manufacturer that condition of subfloor is acceptable.
- H. Manufacturer's Qualification Statement.
- I. Installer's Qualification Statement.
- J. Maintenance Data: Include maintenance procedures, recommended maintenance materials, and suggested schedule for cleaning, stripping, and re-waxing.

1.03 QUALITY ASSURANCE

- A. Manufacturer Qualifications: Company specializing in manufacturing specified flooring with minimum five years documented experience.
- B. Installer Qualifications: Company specializing in installing specified flooring with minimum five years documented experience.

1.04 DELIVERY, STORAGE, AND HANDLING

- A. Upon receipt, immediately remove any shrink-wrap and check materials for damage and the correct style, color, quantity and run numbers.
- B. Store all materials off of the floor in an acclimatized, weather-tight space.
- C. Maintain temperature in storage area between 55 degrees F (13 degrees C) and 90 degrees F (72 degrees C).
- D. Protect roll materials from damage by storing on end.
- E. Do not double stack pallets.

1.05 FIELD CONDITIONS

- A. Store materials for not less than 48 hours prior to installation in area of installation at a temperature of 70 degrees F (21 degrees C) to achieve temperature stability. Thereafter, maintain conditions above 55 degrees F (13 degrees C).

PART 2 PRODUCTS

2.01 SHEET FLOORING

- A. Vinyl Sheet Flooring: Homogeneous without backing, with color and pattern throughout full thickness.
 - 1. Manufacturers:
 - a. Mannington Commercial: www.manningtoncommercial.com.
 - 2. Minimum Requirements: Comply with ASTM F1913.
 - 3. Thickness: 0.080 inch (2.0 mm) nominal.
 - 4. Seams: Heat welded.

5. Integral coved base with cap strip.
 6. Color: As indicated on drawings.
- B. Welding Rod: Solid bead in material compatible with flooring, produced by flooring manufacturer for heat welding seams, and in color matching field color.

2.02 RESILIENT BASE

- A. Resilient Base: ASTM F1861, Type TP, rubber, thermoplastic; style as scheduled.
1. Manufacturers:
 - a. Johnsonite, a Tarkett Company; Millwork Monument: www.johnsonite.com/#sle.
 2. Critical Radiant Flux (CRF): Minimum 0.45 watt per square centimeter, when tested in accordance with ASTM E648 or NFPA 253.
 3. Height: 4 inch (100 mm).
 4. Color: As indicated on drawings.

2.03 ACCESSORIES

- A. Subfloor Filler: White premix latex; type recommended by adhesive material manufacturer.
- B. Primers, Adhesives, and Seam Sealer: Waterproof; types recommended by flooring manufacturer.
- C. Filler for Coved Base: Plastic.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are flat to tolerances acceptable to flooring manufacturer, free of cracks that might telegraph through flooring, clean, dry, and free of curing compounds, surface hardeners, and other chemicals that might interfere with bonding of flooring to substrate.
- B. Verify that wall surfaces are smooth and flat within the tolerances specified for that type of work, are dust-free, and are ready to receive resilient base.
- C. Cementitious Subfloor Surfaces: Verify that substrates are ready for resilient flooring installation by testing for moisture and alkalinity (pH).
1. Test as Follows:
 - a. Alkalinity (pH): ASTM F710.
 - b. Internal Relative Humidity: ASTM F2170.
 - c. Moisture Vapor Emission: ASTM F1869.
 2. Obtain instructions if test results are not within limits recommended by resilient flooring manufacturer and adhesive materials manufacturer.
- D. Verify that required floor-mounted utilities are in correct location.

3.02 PREPARATION

- A. Prepare floor substrates as recommended by flooring and adhesive manufacturers.
- B. Remove subfloor ridges and bumps. Fill minor low spots, cracks, joints, holes, and other defects with subfloor filler to achieve smooth, flat, hard surface.
- C. Prohibit traffic until filler is fully cured.
- D. Clean substrate.
- E. Apply primer as required to prevent "bleed-through" or interference with adhesion by substances that cannot be removed. Apply primer to [] surfaces.

3.03 INSTALLATION - GENERAL

- A. Starting installation constitutes acceptance of subfloor conditions.
- B. Install in accordance with manufacturer's written instructions.
- C. Where type of floor finish, pattern, or color are different on opposite sides of door, terminate flooring under centerline of door.
- D. Scribe flooring to walls, columns, cabinets, floor outlets, and other appurtenances to produce tight joints.

3.04 INSTALLATION - SHEET FLOORING

- A. Lay flooring with joints and seams parallel to longer room dimensions, to produce minimum number of seams. Lay out seams to avoid widths less than 1/3 of roll width; match patterns

at seams.

- B. Seal seams by heat welding where indicated.
- C. Coved Base: Install as detailed on drawings, using coved base filler as backing at floor to wall junction. Extend sheet flooring vertically to height indicated, and cover top edge with metal cap strip.

3.05 INSTALLATION - RESILIENT BASE

- A. Fit joints tightly and make vertical. Maintain minimum dimension of 18 inches (45 mm) between joints.
- B. Install base on solid backing. Bond tightly to wall and floor surfaces.
- C. Scribe and fit to door frames and other interruptions.

3.06 CLEANING

- A. Remove excess adhesive from floor, base, and wall surfaces without damage.
- B. Clean in accordance with manufacturer's written instructions.

3.07 PROTECTION

- A. Prohibit traffic on resilient flooring for 48 hours after installation.

END OF SECTION 096500

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SECTION 099000
PAINTING AND COATING - HEALTHCARE FACILITY GUIDE SPECIFICATION - SHERWIN-
WILLIAMS

PART 1 GENERAL

1.01 SECTION INCLUDES

- A. Surface preparation of substrates as required for acceptance of painting, including high pressure washing, abrasive blasting, cleaning, small crack repair, patching, and caulking.
- B. Field application of paints and other coatings.
- C. Scope: Finish all interior and exterior surfaces exposed to view, unless fully factory-finished or to remain natural; the term "exposed" includes areas visible through permanent and built-in fixtures when they are in place. Finish all surfaces described in PART 2, indicated on Drawings and as follows:
 - 1. If a surface, material, or item is not specifically mentioned, paint in the same manner as similar surfaces, materials, or items, regardless of whether colors are indicated or not.
 - 2. Finish surfaces behind movable equipment and furnishings the same as similar exposed surfaces.
 - 3. Finish surfaces to be concealed behind permanently installed fixtures, equipment, and furnishings, using primer only, prior to installation of the permanent item.
 - 4. Finish semi-exposed structure, miscellaneous pipes, conduit, ducts, etc. visible through finished ceiling elements.
 - 5. Finish back sides of access panels and removable and hinged covers to match exposed surfaces.
 - 6. Finish top, bottom, and side edges of exterior doors the same as exposed faces.
 - 7. Finish both sides and edges of plywood backboards for electrical and telecom equipment before installing equipment.
 - 8. Finish elevator pit ladders and roof access ladders.
 - 9. Finish exposed surfaces of steel lintels and ledge angles.
 - 10. Prime surfaces to receive wall coverings.
 - 11. Mechanical and Electrical:
 - a. In all areas, finish all insulated and exposed pipes, conduit, boxes, insulated and exposed ducts, hangers, brackets, collars and supports, mechanical equipment, and electrical equipment, unless otherwise indicated.
 - b. Finish equipment, piping, conduit, and exposed duct work in utility areas in colors according to the color coding scheme indicated.
 - c. Refer to Division 22 and Division 26 for schedule of color coding of equipment, duct work, piping, and conduit.
 - d. Remove unfinished louvers, grilles, covers, and access panels on mechanical and electrical components and finish separately.
 - e. In all areas, finish shop-primed items.
 - f. On the roof and outdoors, finish all equipment that is exposed to weather or to view, unless factory-finished.
 - g. Finish interior surfaces of air ducts that are visible through grilles and louvers with one coat of flat black paint to visible surfaces.
 - h. Finish dampers exposed behind louvers, grilles, to match face panels.
- D. Do Not Paint or Finish the Following Items:
 - 1. Items fully factory-finished unless specifically so indicated; materials and products having factory-applied primers are not considered factory finished.
 - 2. Items indicated to receive other finishes.
 - 3. Items indicated to remain unfinished.
 - 4. Fire rating labels, equipment serial number and capacity labels, and operating parts of equipment.
 - 5. Stainless steel, anodized aluminum, bronze, terne, and lead items.
 - 6. Marble, granite, slate, and other natural stones.
 - 7. Floors, unless specifically so indicated.
 - 8. Ceramic and other tiles.

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9. Brick, architectural concrete, cast stone, integrally colored plaster and stucco, unless specifically so indicated.
10. Glass.
11. Acoustical materials, unless specifically so indicated.
12. Concealed pipes, ducts, and conduits.

1.02 RELATED REQUIREMENTS

- A. Section 055000 - Metal Fabrications: Shop-primed items.
- B. Section 08 1113 - Hollow Metal Doors and Frames: Shop-primed items.
- C. Division 21 - Identification for Fire Suppression Piping and Equipment: Color coding scheme for items to be painted under this section.
- D. Division 22 - Identification for Plumbing Piping and Equipment: Color coding scheme for items to be painted under this section.
- E. Division 23 - Identification for HVAC Piping and Equipment: Color coding scheme for items to be painted under this section.
- F. Division 26 - Identification for Electrical Systems: Color coding scheme for items to be painted under this section.
- G. Division 32 - Painted Pavement Markings: Painted pavement markings.

1.03 REFERENCE STANDARDS

- A. SSPC-SP 1 - Solvent Cleaning 2015, with Editorial Revision (2016).

1.04 DEFINITIONS

- A. Conform to ASTM D16 for interpretation of terms used in this section.

1.05 SUBMITTALS

- A. See Section 013000 - Administrative Requirements for submittal procedures.
- B. Product Data: Provide complete list of products to be used, with the following information for each:
 1. Product characteristics.
 2. Surface preparation instructions and recommendations.
 3. Primer requirements and finish specification.
 4. Storage and handling requirements and recommendations.
 5. Application methods.
 6. Clean-up information.
- C. Verification Samples: Submit two paper "drop" samples, 2 by 3 inches (50 by 75 mm) in size, illustrating selected color and sheen for each finishing product specified.
 1. Allow 14 days for approval process, after receipt of complete samples by Architect.
 2. Paint color submittals will not be considered until color submittals for major materials not to be painted, such as masonry, factory finished metals, wood doors, and casework, have been approved.
 3. Within a reasonable amount of time after all color related submittals have been reviewed and accepted, the Architect will issue the "Color Schedule" for the project which will include all required paint color selections for the Contractors use.
- D. Certification: By manufacturer that paints and finishes comply with VOC limits specified.
- E. Manufacturer's Instructions: Indicate special surface preparation procedures and substrate conditions requiring special attention.
- F. Maintenance Data: Submit data including care and cleaning instructions, touch-up procedures, repair of painted and finished surfaces, and substrate conditions requiring special attention.
- G. At project completion provide an itemized list complete with manufacturer, paint type and color coding for all colors used for Owner's later use in maintenance.
- H. Maintenance Materials: Furnish the following for Owner's use in maintenance of project.
 1. See Section 016000 - Product Requirements for additional provisions.
 2. Extra Paint and Finish Materials: 1 gallon (4 L) of each color; from the same product run, store where directed.
 3. Label each container with color in addition to manufacturer's label.

1.06 QUALITY ASSURANCE

- A. This Contractor shall have a minimum of five (5) years proven satisfactory experience and shall show proof before commencement of work that he will maintain a qualified crew of painters throughout the duration of the work. Contractor shall provide a list of the last three comparable jobs including, name and location, project manager, start/completion dates and value of painting work.
- B. Material Safety Data Sheets: At project site maintain file of MSDS sheets for each product used; become familiar with and follow manufacturer's stated application and safety requirements.
- C. All surfaces requiring painting/coating shall be inspected by the Painting/Coating Manufacturer's Product Representative who shall notify the Architect and General Contractor in writing of any defects or problems, prior to commencing painting work, or after the prime coat shows defects in the substrate. The Manufacturer's Product Representative shall provide a written certification of all surfaces and conditions for paint or coating system application as well as on site supervision, inspection and approval of the application.
- D. The painting contractor shall receive written confirmation of the specific surface preparation procedures and primers used for all fabricated steel items from the fabricator/supplier to ascertain appropriate and manufacturer compatible finish coat materials to be used before painting any such work.
- E. Applicator Qualifications: Company specializing in performing the type of work specified with minimum five years experience.

1.07 MOCK-UPS

- A. See Section 014000 - Quality Requirements for general requirements for mock-ups.
- B. Provide one accent wall as directed by Architect to demonstrate color and finish.
- C. Provide door and frame assembly indicating paint color, texture, and finish.
- D. Locate where directed by Architect.
- E. Mock-up may remain as part of the work.

1.08 DELIVERY, STORAGE, AND HANDLING

- A. Deliver products to site in sealed and labeled containers; inspect to verify acceptability.
- B. Container Label: Include manufacturer's name, type of paint, product name, product code, color designation, VOC content, batch date, environmental handling, surface preparation, application, and use instructions.
- C. Paint Materials: Store at a minimum of 45 degrees F (7 degrees C) and a maximum of 90 degrees F (32 degrees C), in ventilated area, and as required by manufacturer's instructions.

1.09 FIELD CONDITIONS

- A. Do not apply materials when environmental conditions are outside the ranges required by manufacturer.
- B. Follow manufacturer's recommended procedures for producing the best results, including testing of substrates, moisture in substrates, and humidity and temperature limitations.
- C. Provide lighting level of 80 ft candles (860 lx) measured mid-height at substrate surface.

PART 2 PRODUCTS

2.01 MANUFACTURERS

- A. Basis of Design Products: Subject to compliance with requirements, provide Sherwin-Williams Company (The) products indicated; www.sherwin-williams.com/#sle.
- B. Provide all paint and coating products used in any individual system from the same manufacturer; no exceptions.
- C. Provide all paint and coating products from the same manufacturer to the greatest extent possible.
- D. Comparable Products: Products of approved manufacturers will be considered in accordance with 016000 - Product Requirements, and the following:
 - 1. Products are approved by manufacturer in writing for application specified.

2. Products that meet or exceed performance and physical characteristics of basis of design products.

2.02 PAINTINGS AND COATINGS

- A. General:
 1. Provide factory-mixed coatings unless otherwise indicated.
 2. Do not reduce, thin, or dilute coatings or add materials to coatings unless specifically indicated in manufacturer's instructions.
- B. Accessory Materials: Provide primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials as required for final completion of painted surfaces.

2.03 PAINT SYSTEMS - INTERIOR

- A. Metal, Galvanized: Ceilings and ductwork.
 1. Multi-Surface Acrylic Coating System: Acrylic - Semi-Gloss Finish:
 - a. Provide all paint and coating products used in any individual system from the same manufacturer; no exceptions.
 - b. Provide all paint and coating products from the same manufacturer to the greatest extent possible.
 - c. Semi-Gloss Finish Coats (two coats): ProIndustrial High Performance Acrylic Semi-Gloss, 0 g/l.
- B. Metal: Structural steel columns, joists, trusses, beams, miscellaneous and ornamental iron, structural iron, and ferrous metal.
 1. Latex Systems:
 - a. Semi-Gloss Finish:
 - 1) 1st Coat: Sherwin-Williams Pro Industrial Pro-Cryl Universal Primer, B66-1310 Series: www.sherwin-williams.com/#sle.
 - 2) 2nd and 3rd Coat: Sherwin-Williams Pro Industrial Acrylic Semi-Gloss, B66-650 Series: www.sherwin-williams.com/#sle.
- C. Drywall: Walls, ceilings, gypsum board, and similar items.
 1. Latex Systems:
 - a. Acrylic Latex - Egg Shell:
 - 1) Applications include but are not limited to gypsum board walls and ceilings.
 - 2) Primer (one coat): ProMar 200 Zero Primer, 0 g/l.
 - 3) Egg Shell Finish Coats (two coats): ProMar 200 Zero VOC eggshell, 0g/l.
 - b. Acrylic Latex - Semi-Gloss:
 - 1) Applications include but are not limited to gypsum board walls.
 - 2) Primer (one coat): ProMar 200 Zero Primer, 0 g/l.
 - 3) Egg Shell Finish Coats (two coats): ProMar 200 Zero VOC semi-gloss, 0g/l.
 - c. Acrylic Latex - Flat:
 - 1) Applications include but are not limited to gypsum board ceilings.
 - 2) Primer (one coat): ProMar 200 Zero Primer, 0 g/l.
 - 3) Flat Finish Coats (two coats): ProMar 200 Zero VOC flat, 0g/l

2.04 ACCESSORY MATERIALS

- A. Accessory Materials: Provide all primers, sealers, cleaning agents, cleaning cloths, sanding materials, and clean-up materials required to achieve the finishes specified whether specifically indicated or not; commercial quality.
- B. Patching Material: Latex filler.
- C. Fastener Head Cover Material: Latex filler.

PART 3 EXECUTION

3.01 EXAMINATION

- A. Verify that surfaces are ready to receive work as instructed by the product manufacturer.
- B. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
- C. Obtain written certification from Manufacturer's Product Representative that surfaces are ready to receive Work.
- D. Test shop-applied primer for compatibility with subsequent cover materials.

- E. Measure moisture content of surfaces using an electronic moisture meter. Do not apply finishes unless moisture content of surfaces are below the following maximums:
 - 1. Gypsum Wallboard: 12 percent.
 - 2. Masonry, Concrete, and Concrete Unit Masonry: 12 percent.
 - 3. Interior Wood: 15 percent, measured in accordance with ASTM D 4442.
- F. Measure the pH factor of concrete, masonry, and mortar before starting any finishing process.
 - 1. Report results in writing to Architect before starting work.
 - 2. If results of test indicates need for remedial action, provide written description of remedial action. If a different primer or paint systems is required, state the total cost of the change. Do not proceed with remedial action or change without receiving written authorization from Architect.

3.02 PREPARATION

- A. Clean surfaces thoroughly and correct defects prior to application.
- B. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
- C. Remove surface appurtenances, including electrical plates, hardware, light fixture trim, escutcheons, and fittings, prior to preparing surfaces or finishing.
- D. Remove mildew from impervious surfaces by scrubbing with solution of water and bleach. Rinse with clean water and allow surface to dry.
- E. Gypsum Board: Fill minor defects with filler compound; sand smooth and remove dust prior to painting.
- F. Galvanized Surfaces:
 - 1. Remove surface contamination and oils and wash with solvent according to SSPC-SP 1.
- G. Ferrous Metal:
 - 1. Solvent clean according to SSPC-SP 1.

3.03 APPLICATION

- A. Remove unfinished louvers, grilles, covers, and access panels on mechanical and electrical components and paint separately.
- B. Apply products in accordance with manufacturer's written instructions.
- C. Apply products in accordance with manufacturer's instructions and as specified, using the preparation, products, sheens, textures, and colors as indicated.
 - 1. Provide completed work matching approved samples and mock up for color, texture, and coverage.
 - 2. Remove, refinish, or repaint work not complying with requirements.
- D. Do not apply finishes over dirt, rust, scale, grease, moisture, scuffed surfaces, or other conditions detrimental to formation of a durable coating film; do not apply finishes to surfaces that are not dry.
- E. Use applicators and methods best suited for substrate and type of material being applied and according to manufacturer's instructions.
 - 1. Brush Application: Use brushes best suited for the type of material applied; use brush of appropriate size for the surface or item being painted; produce results free of visible brush marks.
 - 2. Roller Application: Use rollers of carpet, velvet back, or high-pile sheep's wool as recommended by manufacturer for material and texture required.
 - 3. Spray Application: Use airless spray equipment with orifice size as recommended by manufacturer for material and texture required.
- F. Minimum Coating Thickness: Apply paint materials no thinner than manufacturer's recommended spreading rate; provide total dry film thickness of entire system as recommended by manufacturer.
 - 1. Number of coats and film thickness required are the same regardless of application method.

2. If undercoats, stains, or other conditions show through final coat of paint, apply additional coats until paint film is of uniform finish, color, and appearance.
 3. Give special attention to ensure edges, corners, crevices, welds, and exposed fasteners receive dry film thickness equivalent to that of flat surfaces.
 4. Dark Colors and Deep Clear Colors: Regardless of number of coats specified, apply as many coats as necessary for complete hide.
- G. Apply finish to completely cover surfaces with uniform appearance without brush marks, runs, sags, laps, ropiness, holidays, spotting, cloudiness, or other surface imperfections.
1. Before applying finish coats, apply a prime coat of material recommended by manufacturer, unless the surface has been prime coated by others; where evidence of suction spots or unsealed areas in first coat appear, recoat primed and sealed surfaces to ensure finish coat with no burn through or other defects due to insufficient sealing.
 2. Apply first coat to surface that has been cleaned, pretreated, or otherwise prepared as soon as practical after preparation and before subsequent surface deterioration.
 3. Do not apply succeeding coats until the previous coat has cured as recommended by manufacturer.
 4. Do not recoat until paint has dried to where it feels firm, does not deform or feel sticky under moderate thumb pressure, and application of another coat will not cause the undercoat to lift or lose adhesion.
 5. If manufacturer's instructions recommend sanding to produce a smooth, even surface, sand between coats.
 6. Before applying next coat vacuum clean surfaces of loose particles. Use tack cloth to remove dust and particles just prior to applying next coat.
 7. Pigmented (Opaque) Finishes: Provide smooth, opaque surface of uniform finish, color, appearance, and coverage.
 8. Stippled Finish: Roll and redistribute paint to even, fine texture; leave no evidence of rolling, such as laps, irregularity in texture, skid marks, or other surface imperfections; back roll final coat to achieve a uniform surface.
- H. Where adjacent sealant is to be painted, do not apply finish coats until sealant is applied.
- I. Remove unfinished louvers, grilles, covers, and access panels on mechanical and electrical components and paint separately.
- J. Reinstall electrical cover plates, hardware, light fixture trim, escutcheons, and fittings removed prior to finishing.

3.04 PRIMING

- A. Apply primer to all surfaces unless specifically not required by coating manufacturer. Apply in accordance with coating manufacturer's instructions.
- B. Primers specified in painting schedules may be omitted on factory primed or factory finished items, if acceptable to top coat manufacturers.

3.05 FIELD QUALITY CONTROL

- A. See Section 01 4000 - Quality Requirements, for general requirements for field inspection.
- B. All surfaces, preparation and paint applications shall be inspected.
- C. Manufacturer's Product Representative to provide field inspection and written certification of product application.
- D. Painted exterior and interior surfaces shall be considered to lack uniformity and soundness if any of the following defects are apparent to the Manufacturer's Product Representative and/or Architect:
 1. Brush/roller marks, streaks, laps, runs, sags, drips, heavy stippling, hiding or shadowing by inefficient application methods, skipped or missed areas, and foreign materials in paint coatings.
 2. Evidence of poor coverage at rivet heads, plated edges, lap joints, crevices, pockets, corners and re-entrant angles.
 3. Damage do to touching before paint is sufficiently dry or any other contributory cause.
 4. Damage do to application on moist surfaces or caused by inadequate protection fro the weather.

5. Damage and/or contamination of paint due to blown contaminants (dust, spray paint, etc.).
- E. Painted surfaces shall be considered unacceptable if any of the following are evident under natural lighting source for exterior surfaces and final lighting source (including daylight) for interior surfaces:
 1. Visible defects are evident on vertical surfaces when viewed at normal viewing angles from a distance of not less than 39 inches (1000 mm).
 2. Visible defects are evident on horizontal surfaces when viewed at normal viewing angles from a distance of not less than 39 inches (1000 mm).
 3. Visible defects are evident on ceiling, soffit and other overhead surfaces when viewed at normal viewing angles.
 4. When the final coat on any surface exhibits a lack of uniformity of color, sheen, texture, and hiding across full surface area.
- F. Painted surfaces rejected by the Manufacturer's Product Representative and/or Architect shall be made good at the expense of the Contractor. Small affected areas may be touched up; large affected areas or areas without sufficient dry film thickness of paint shall be repainted. Runs and sags shall be removed by a scraper or by sanding prior to application of paint.

3.06 CLEANING

- A. Collect waste material that could constitute a fire hazard, place in closed metal containers, and remove daily from site.
- B. Clean surfaces immediately of overspray, splatter, and excess material.
- C. After coating has cured, clean and replace finish hardware, fixtures, and fittings previously removed.

3.07 PROTECTION

- A. Protect finished coatings from damage until completion of project.
- B. Touch-up damaged finishes after Substantial Completion.

END OF SECTION 099000